TARRANT COUNTY COMMISSIONERS COURT AGENDA

Filed
Tarrant County Clerk
June 3, 2026 05:19 pm
Mary Louise Nicholson
County Clerk
By: Shay Stroik

Commissioners Courtroom
Tarrant County Administration Building
100 East Weatherford Street, 5th Floor
Fort Worth, Texas 76196

Tuesday, June 9, 2026, 10:00 AM

ANY MEMBER OF THE PUBLIC IS WELCOME TO ADDRESS THE COMMISSIONERS COURT AT ITS NEXT POSTED REGULAR MEETING. YOU MAY SUBMIT A PUBLIC PARTICIPATION FORM USING THE LINK ON THE COMMISSIONERS COURT AGENDA WEBPAGE AT WWW.TARRANTCOUNTYTX.GOV OR IN-PERSON USING THE FORMS AVAILABLE INSIDE THE COUNTY ADMINISTRATOR'S OFFICE. PLEASE INDICATE WHETHER YOU ARE ADDRESSING AN ITEM ON THE POSTED REGULAR AGENDA OR WHETHER PROVIDING GENERAL PUBLIC COMMENTS. COMPLETED FORMS MUST BE SUBMITTED TO THE COUNTY ADMINISTRATOR'S OFFICE BY 5:00 PM ON THE DAY BEFORE THE REGULAR POSTED MEETING. REGARDLESS OF THE DESIRED METHOD TO ADDRESS THE COURT, PUBLIC PARTICIPATION FORMS WILL NOT BE ACCEPTED PRIOR TO THE POSTING OF THE AGENDA. IT IS THE INTENT OF THE COMMISSIONERS COURT TO HAVE A QUORUM PRESENT IN THE COMMISSIONERS COURTROOM LOCATED AT 100 EAST WEATHERFORD STREET, 5TH FLOOR, FORT WORTH, TEXAS 76196. SOME MEMBERS OF THE COMMISSIONERS COURT MAY PARTICIPATE IN THE MEETING BY VIDEO-CONFERENCE CALL. A VIDEO AND AUDIO FEED OF ANY COURT MEMBER PARTICIPATING BY VIDEO-CONFERENCE CALL WILL BE BROADCAST LIVE IN THE COMMISSIONERS COURT ROOM, WHICH WILL BE OPEN TO THE PUBLIC DURING THE MEETING. THE TARRANT COUNTY COMMISSIONERS COURT MAY CONVENE INTO EXECUTIVE SESSION, IF NECESSARY, TO CONDUCT A CLOSED MEETING TO DISCUSS ANY ITEM LISTED ON THIS AGENDA IF THE SUBJECT MATTER IS PERMITTED FOR A CLOSED SESSION BY PROVISIONS OF CHAPTER 551 OF THE TEXAS GOVERNMENT CODE.

10:00 AM OPEN MEETING, BRIEFING AGENDA AND PUBLIC HEARINGS IN COMMISSIONERS COURTROOM
10:00 AM CLOSED MEETING UPON COMPLETION OF OPEN MEETING OR 10:00 AM, WHICHEVER IS LATER
THE COMMISSIONERS COURT MEETING SHALL CONTINUE FROM HOUR-TO-HOUR AND DAY-TO-DAY UNTIL OFFICIALLY ADJOURNED.

I. CALL TO ORDER AND ROLL CALL

II. INVOCATION

III. PLEDGES OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

IV. AGENDA ANNOUNCEMENTS

V. COMMISSIONERS COURT ANNOUNCEMENTS

VI. PUBLIC COMMENT FOR PROCLAMATIONS, RESOLUTIONS AND PRESENTATIONS

VII. PROCLAMATIONS, RESOLUTIONS AND PRESENTATIONS

1. Employee Recognition (Judge O'Hare)

2. Proclamation - Recognizing Elder Abuse Awareness Month (Judge O'Hare)

3. Resolution - Recognizing Meals On Wheels, Inc. of Tarrant County for Delivering 30 Million Meals (Judge O'Hare)

4. Resolution - Recognizing Responsible Fatherhood Month (Judge O'Hare)

5. Resolution - Celebrating the 250th Anniversary of the United States of America (Judge O'Hare and Commissioner Krause)

6. Resolution - Honoring Dr. Opal Lee and the Supporters of the National Juneteenth Museum (Commissioner Simmons)

7. Resolution - Recognizing Help Center for LGBTQ+ Health (Commissioner Simmons)

8. Resolution - Recognizing Mayor William D. Tate for 50 Years of Exemplary Public Service as Mayor of the City of Grapevine, Texas (Commissioner Krause)

9. Proclamation - Post Traumatic Stress Disorder Month (Commissioner Ramirez)

VIII. AGENDA PUBLIC COMMENT

IX. CONSENT AGENDA

A. APPROVAL OF THE MINUTES

1. Consideration of the Minutes of May 12, 2026

B. VARIOUS CLAIMS AND ADDENDUM

1. Consideration of Various Claims and Addendum

C. Administrator

1. Consideration of a Participation Agreement with the City of Fort Worth to Pay Assessments to Public Improvement District Number 23 - Panther Island

D. Archives

1. Consideration to Accept Monetary Donations from Various Individuals to the Tarrant County Archives

E. Auditor

1. Receive and File the Single Audit Report for the Fiscal Year Ended September 30, 2025

2. Receive and File the Auditor's Report for the Review of Financial and System Controls for the Justice of The Peace, Precinct 7

3. Receive and File the Tarrant County Financial Statements for the Seven Months Ended April 30, 2026

F. Budget and Risk Management

1. Consideration of Fiscal Year 2026 Appropriation Adjustments

2. Consideration of Fiscal Year 2026 Public Assistance Contracts to Provide Various Services to the Residents of Tarrant County

3. Consideration of First Amendment to the Interlocal Agreement Between Tarrant County and the City of Arlington for the Tarrant County Expansion Childcare Facility

4. Consideration of Exceptions to Fee Schedule for Court Interpreters

5. Consideration of Risk Management Board Minutes and Recommended Claims

G. Community Development

1. Consideration to Submit the Fiscal Year 2026 Continuum of Care Grant Applications to Partnership Home for Inclusion in the U.S. Department of Housing and Urban Development’s Continuum of Care Program Competition for Tarrant County Community Development Programs

2. Consideration of Fiscal Year 2025 Continuum of Care Program Grant Agreements between Tarrant County and the U.S. Department of Housing and Urban Development to Support Homeless Assistance Projects Administered by Non-Profit Agencies in Tarrant County

3. Consideration of Construction Contract between Tarrant County and XIT Paving and Construction, Inc. for the City of North Richland Hills, Texas 51st Year Community Development Block Grant Project

4. Consideration of Change Order No. 1 to the Construction Contract between Tarrant County and Douglas Dailey Construction LLC for the City of Euless, Texas 50th Year Community Development Block Grant Project

5. Consideration of Change Order No. 1 to the Construction Contract between Tarrant County and Tex-Pro Construction for the Haltom City, Texas 50th Year Community Development Block Grant Project

H. County Clerk

1. Receive and File the County Clerk's Monthly Report - April 2026

I. Criminal Courts

1. Consideration to Accept a Monetary Donation from United States Veteran Jonathan Ayala for the Tarrant County Veterans Treatment Court

J. District Attorney

1. Consideration to Approve the Settlement Agreement and Full, Final and Complete Release in Connection with a Suit Filed Against Tarrant County, Texas by Robyn Purscell, Case No. 4:26-cv-00085, Purscell v. Tarrant County, Texas

2. Consideration of an Agreement Between Tarrant County, d/b/a Tarrant County District Attorney's Office and Texas A&M University to Provide Work to Eligible Students Participating in the Texas A&M University's Federal Work Study Program

K. Emergency Management

1. Consideration of a Memorandum of Agreement with Emergency Management and Response to Establish a Framework for Requesting As-Needed Emergency Response Support Services

2. Consideration of an Agreement with the Texas Department of Transportation for Emergency Management Access to Traffic Camera Video Feeds

L. Engineering Services

1. Request for Public Hearing - Tuesday, July 14, 2026, at 10:00 A.M. - To Consider Authorizing Installation of No Dumping Signs on Rendon Bloodworth Road - Precinct 2

2. Request for Public Hearing - Tuesday, July 14, 2026, at 10:00 A.M. - To Consider Authorizing the Installation of a Stop Sign Within the Wyldewood Subdivision - Precinct 2

3. Consideration of a Professional Services Agreement with Terracon Consultants, Inc. Related to the Wichita Street Widening Project

4. Consideration of a Donation Agreement between Tarrant County and IV5 Frontier Commerce Park, L.P., Related to the Wichita Street Widening Project

5. Consideration of a Donation Agreement between Tarrant County and PR III/HLCI Wichita Street, L.P. Related to the Wichita Street Widening Project

6. Consideration of the Resolution and Order Decreeing Public Necessity for a Public Project at Oak Grove Road South at Oak Grove Lane for Sight Visibility at the Horizontal Roadway Curve

7. Consideration of the Resolution and Order Decreeing Public Necessity for a Public Project Known as Timberview Drive Drainage and Culvert Improvements

8. Consideration of Final Plat - Harms Legacy Addition - Precinct 4

M. Facilities Management

1. Consideration of a Property Use Request from the Tarrant County Bar Association to Use the Family Law Center Assembly Room for a Continuing Legal Education Program

2. Consideration of a Professional Services Contract with Palmetto Air & Water Balance for the Dr. Marion J. Brooks Public Health Building Biosafety Level 3 Laboratory Equipment Change-Out Project

3. Consideration of a Professional Services Contract with Baird, Hampton & Brown for Engineering Design Services for the Dr. Marion J. Brooks Public Health Building Biosafety Level 3 Laboratory Equipment Change-Out Project

4. Consideration of Amendment No. 2 to the Lease Agreement between Tarrant County and the City of Fort Worth for Space at 350 W. Belknap Street

5. Consideration of Change Order No. 3 to the Fast-Trak Construction, Inc. Construction Services Contract for the Precinct 2 Open Parking Garage Project

N. HIV Administration

1. Consideration of Amendment No. 1 to the Fiscal Year 2026-2027 Health Resources and Services Administration Ending the HIV Epidemic: A Plan for America – Ryan White HIV/AIDS Program Parts A and B Notice of Award

2. Consideration of Amendment No. 1 to the Fiscal Year 2026-2027 Health Resources and Services Administration Ryan White Treatment Extension Act Part A Notice of Award

3. Consideration of Amendment No. 1 to the Fiscal Year 2026-2027 Health Resources and Services Administration Ryan White Treatment Extension Act Part A Provider Contract with Grantee Payer Services, Inc.

4. Consideration of Amendment No. 1 to the Fiscal Year 2025-2026 Health Resources and Services Administration Ryan White Part D Provider Contract with Mothers' Milk Bank of North Texas

5. Consideration of Amendment No. 1 to the Fiscal Year 2026 Health Resources and Services Administration Ryan White Treatment Extension Act Part C Subrecipient Contract with CAN Community Health Inc.

6. Consideration of Amendment No. 1 to the Fiscal Year 2025-2026 Texas Department of State Health Services HIV/Services Subrecipient Contract with Tarrant County Hospital District

7. Consideration of Amendment No. 2 to the Fiscal Year 2026 Health Resources and Services Administration Ryan White Part C Notice of Award

8. Consideration of Amendment No. 4 to the Fiscal Year 2026-2027 Texas Department of State Health Services HIV/Services Grant Contract

O. Housing Assistance Office

1. Consideration of Housing Assistance Payments Contracts and/or Contract Amendments between Landlords and Tarrant County, d/b/a Tarrant County Housing Assistance Office

P. Human Resources

1. Consideration of Agreement with Savi Solutions PBC to Provide a Student Loan Optimization and Support Platform as an Employee Benefit

2. Consideration to Adopt Revisions to the Salary Administration Guidelines

3. Receive and File Personnel Agenda

Q. Judicial Courts

1. Consideration of an Educational Affiliation Agreement between Tarrant County and the University of Texas at Arlington for Student Participation Probate Court No. 2's Court Visitor Program

R. Juvenile Services

1. Consideration of a Memorandum of Understanding Between Tarrant County, d/b/a Tarrant County Juvenile Services and Second Chance Mentoring, d/b/a Real Chance Mentoring, for the Provision of Youth-Development and Reentry Support Program Services

2. Consideration of a Memorandum of Understanding Between Tarrant County, d/b/a Tarrant County Juvenile Services, and The Archway for the Provision of Safe Dates Teen Dating Violence Program Services

3. Consideration of a Memorandum of Understanding Between Tarrant County and Forest Hill Police Department to Participate in TechShare Local Government Corporation's TechShare Juvenile Program

S. Public Health

1. Consideration of an Interlocal Cooperation Contract between Tarrant County and the Texas Department of State Health Services for the Provision of Mobile Food Inspection Services by the Tarrant County Public Health Department

2. Consideration of a User Agreement with American Type Culture Collection for Distribution and Use of Centers for Disease Control and Prevention-Developed Reagents and Other Materials

3. Consideration of Amendment No. 1 to the Public Health Infrastructure Grant/Laboratory Response Network Contract with the Texas Department of State Health Services to Enhance the Laboratory Management Information System Infrastructure and Data Exchange Capabilities

4. Consideration of Amendment No. 2 to the Human Immunodeficiency Virus Clinical Human Immunodeficiency Virus /Sexually Transmitted Infection Prevention at Local Health Departments Grant Contract with the Texas Department of State Health Services to Receive Fiscal Year 2027 Funding

5. Consideration of Amendment No. 3 to the Public Health Region 2/3 National Syndromic Surveillance Grant Agreement with the Texas Department of State of Health Services to Receive Fiscal Year 2027 Funding for the Tarrant County Public Health North Texas Syndromic Surveillance Program

6. Consideration of Amendment No. 4 to the Sexually Transmitted Infections/Human Immunodeficiency Virus Prevention Services Grant Contract with the Texas Department of State Health Services

7. Consideration of Amendment No. 5 to the Fiscal Year 2022-2026 Grant Agreement with the Texas Health and Human Services Commission for the Tarrant County Public Health Prevention and Early Intervention Community Youth Development Program

T. Purchasing

1. RFO No. F2026107 - Annual Contract for VMware Cloud Foundation - TIPS #240101 - Information Technology - New Tech Solutions, Inc. - Per Unit Price
   a) Award Recommendation

2. Bid No. F2026131 - Sale of Recycled Paper for 20+ Tons of Sorted White Ledger, 40+ Tons of Sorted Office Paper, and 20+ Tons of Old Corrugated Cardboard - Facilities Management - Per Unit Price

3. Consideration of Sale of Elections Cabinets - Elections Administration - Ellis County - Per Unit Price

4. RFP No. 2021-137 - Annual Contract for Jail System Food Services - Sheriff’s Office - Various Vendors - Exercise Fifth and Final Option for Renewal - Same Contract Terms
   a) Contract Renewal

5. RFP No. 2023-158 - Annual Contract for Defendant-Paid Continuous Alcohol Monitoring Services - Community Supervision and Corrections Department - Recovery Monitoring Solutions, LLC - Exercise Second and Final Option for Renewal - Same Contract Terms
   a) Contract Renewal

6. RFP No. F2024054 - Annual Contract for Business Analytical Services - Information Technology - Various Vendors - Exercise Second and Final Option for Renewal - Same Contract Terms
   a) Contract Renewal

7. RFP No. F2024093 - Annual Contract for Procurement Card Services - Countywide - J.P. Morgan Chase Bank, N.A. - Exercise Second Option for Renewal - Same Contract Terms
   a) Contract Renewal

8. RFP No. F2024096 - Annual Contract for Payroll Services and Temporary Labor - Elections Administration - Various Vendors - Exercise Second Option for Renewal - Same Contract Terms
   a) Contract Renewal

9. RFP No. F2024122 - Annual Contract for Broker of Record - Budget and Risk Management - Higginbotham Insurance Agency, Inc. - Exercise Second and Final Option for Renewal - Same Contract Terms
   a) Contract Renewal

10. RFP No. F2024125 - Annual Contract for Family Support and Aftercare Program - Juvenile Services - Lena Pope Home, Inc. - Exercise Second and Final Option for Renewal - Same Contract Terms
    a) Contract Renewal

11. RFP NO. F2024133 - Annual Contract for Financial Audit of Tarrant County - County Administrator’s Office - Weaver and Tidwell, L.L.P. - Exercise Second Option for Renewal - Same Contract Terms
    a) Contract Renewal

12. RFP No. F2024135 - Annual Contract for Dispute Resolution Case Management Solution and Maintenance - Dispute Resolution - ADR Notable, LLC - Exercise Second and Final Option for Renewal - Same Contract Terms
    a) Contract Renewal

13. Bid No. F2024139 - Annual Contract for Qualified Elevator Inspector Witness and Certification - Facilities Management - Various Vendors - Exercise Second and Final Option for Renewal - Same Firm Fixed Prices
    a) Contract Renewal

14. RFP No. F2024143 - Annual Contract for HIV and Related Services - HIV Administrative Agency - Collaborative Research, LLC - Exercise Second and Final Option for Renewal - Same Contract Terms
    a) Contract Renewal

15. RFP No. F2024146 - Annual Contract for CDL Training - Countywide - Various Vendors - Exercise Second and Final Option for Renewal - Same Contract Terms
    a) Contract Renewal

16. Bid No. F2024149 - Annual Contract for Rental of Tables and Chairs - Elections Administration- North Texas Five Star Events LLC - Exercise Second and Final Option for Renewal - Same Firm Fixed Prices
    a) Contract Renewal

17. RFP No. F2024153 - Public Access Election Results Software - Elections Administration - Civera LLC - Exercise Second and Final Option for Renewal - Same Contract Terms
    a) Contract Renewal

18. RFP No. F2024160 - Annual Contract for Operation of the Reentry First Stop Center - Sheriff's Office - Cornerstone Assistance Network - Exercise Second Option for Renewal - Same Contract Terms
    a) Contract Renewal

19. Bid No. F2024184 - Annual Contract for HVAC Chiller Maintenance, Repair, and Parts Replacement - Facilities Management - Various Vendors - Exercise Second and Final Option for Renewal - Same Firm Fixed Prices, Hourly Rates, and Markup for Parts
    a) Contract Renewal

20. Bid No. F2025105 - Annual Contract for Non-Emergency Transportation Services - Public Health - Various Vendors - Exercise First Option for Renewal - Same Firm Fixed Prices
    a) Contract Renewal

21. RFP No. F2025109 - Annual Contract for Employee Drug and Alcohol Testing - Countywide - DSI Medical Services, Inc. - Exercise First Option for Renewal - Same Contract Terms
    a) Contract Renewal

22. RFP No. F2025144 - Annual Contract for Intensive Spanish Language Mental Health Services - Juvenile Services - Lena Pope Home, Inc. - Exercise First Option for Renewal - Same Contract Terms
    a) Contract Renewal

23. RFP No. F2025150 - Annual Contract for Jail Security Electronics and Software Integration, Maintenance, and Repair - Facilities Management - CML Security, LLC - Exercise First Option for Renewal - Same Contract Terms
    a) Contract Renewal

24. RFP No. F2025155 - Annual Contract for Transportation Services for Juvenile Justice Alternative Education Program - Juvenile Services - Durham School Services - Exercise First Option for Renewal - Same Contract Terms
    a) Contract Renewal

25. Bid No. F2025164 - Annual Contract for Purchase and Installation of Ice and Water Machines - Facilities Management - Culinary Depot - Exercise First Option for Renewal - Same Firm Fixed Prices and Discount from List Price
    a) Contract Renewal

26. Bid No. F2025183 - Annual Contract for Floor Mat and Shop Towel Services - Facilities Management - Various Vendors - Exercise First Option for Renewal - Same Firm Fixed Prices
    a) Contract Renewal

27. Bid No. F2025015 - Annual Contract for Various Concrete Services - Precinct 1 and Precinct 3 - Reliable Paving, Inc.
    a) Payment Bond Approval

28. Bid No. F2025076 - Annual Contract for Installation and Removal of Guard Fence - Precinct 1 Maintenance Facility - Vann/Elli, Inc.
    a) Payment Bond Approval

29. Allterra Central - Trimble X Terrestrial Laser Scanner Parts and Maintenance - Sheriff's Office
    a) Sole Source Designation

30. Hart Intercivic, Inc. - Vanguard Vault Ballot Scanners - Elections Administration
    a) Sole Source Designation
    b) Contract Approval

31. Consideration of Addendum - Clearinghouse Services Bundle Upgrade for Cloud-Based Electronic Health Records System - Public Health - Waystar, Inc.
    a) Contract Approval

32. Consideration of Amendment No. 1 - RFP No. F2025135 - Annual Contract for Fire Permit and Inspection Software and Maintenance - Fire Marshal - First Due Locality Media, Inc.
    a) Contract Approval

33. Consideration of Amendment No. 1 - Subscription Agreement for Clear Proflex - Non-Law Enforcement - #DIR-CPO-5258 - Thomson Reuters
    a) Contract Approval

34. Consideration of Amendment - Software License and Support Agreement for Cloud-Based Electronic Health Records System - Public Health - eClinicalWorks, LLC
    a) Contract Approval

35. Consideration of Contract for Wage Data Access Services - Housing Assistance Office - Texas Workforce Commission
    a) Contract Approval

36. Consideration of Cooperative for Purchase of Uniforms and Accessories - BuyBoard # 773-25 - Countywide - Various Vendors - Discount from List Price

37. Consideration of Cooperative for Construction, Road and Bridge, and Other Related Equipment - Cold Recycler and Soil Stabilizer - BuyBoard #788-25 - Precinct 4 - Kirby-Smith Machinery Inc - Discount from List Price

38. Acknowledgement of Notification of Vendor Name Change of Valbridge Property Advisors to Teel Valuation Group

39. Consideration of Interlocal Agreement Between Education Service Center - Region 19 Allied States Cooperative and Tarrant County for Cooperative Purchasing of Goods and Services
    a) Contract Approval

40. Consideration of Interlocal Agreement between Tarrant County and Dallas College for Cooperative Purchasing of Goods and Services
    a) Contract Approval

U. Resource Connection

1. Consideration of Amendment No. 12 to the Lease Agreement between Tarrant County and Cornerstone Assistance Network for Space at the Resource Connection Campus

V. Tax Assessor-Collector

1. Consideration of Tax Office Deputizations

2. Consideration of Property Tax Waivers of Penalty and Interest

W. Transportation Services

1. Consideration of an Interlocal Agreement Between Tarrant County and the City of Fort Worth Related to the Everman Parkway Safe Streets Project - 2021 Transportation Bond Program

2. Consideration of Additional Fiscal Year 2026 Encumbrances for the City of Southlake's West Continental Intersections Project - 2021 Transportation Bond Program

X. Commissioner Precinct 1

1. Consideration of a Grant Agreement Between Tarrant County and The Potter's House Fort Worth to Provide Support Services to Tarrant County Residents

2. Consideration of a Grant Agreement Between Tarrant County and Maroon 9 to Provide Support Services to Tarrant County Residents

Y. Commissioner Precinct 3

1. Consideration to Assist the City of Euless with the Mill and Overlay and Rehabilitation of Aransas Drive from Midway Drive to Blanco Drive, Newport Court from Town Creek Cul-de-Sac, Newport Way from Town Creek to Sixpence Lane, Norman Drive from Bayless Drive to Euless Blvd. Henslee Drive from Hollywood Blvd to Sunset Drive, Sunset Drive from West Pipeline Road to Cannon Street
   a) Approval of Interlocal Agreement
   b) Approval to Begin Interlocal Agreement

Z. Commissioner Precinct 4

1. Consideration to Assist the City of Sansom Park for the Shoulder Repair of State Highway 199 from Norfleet Drive to Beverly Hills Drive
   a) Approval of Interlocal Agreement
   b) Approval to Begin Interlocal Agreement

2. Consideration to Assist the City of River Oaks for the Reconstruction and Asphalt Overlay of Almena Road from Roberts Cut Off to Long Avenue
   a) Approval of Interlocal Agreement
   b) Approval to Begin Interlocal Agreement

X. PUBLIC HEARINGS

1. Public Hearing - To Consider the Fiscal Year 2026 Tarrant County Housing Assistance Office Annual Agency Plan
   a) Open Public Hearing
   b) Close Public Hearing

2. Public Hearing - To Consider Authorizing the Placement of Stop Signs Within the Bonita Oaks Subdivision - Precinct 4
   a) Open Public Hearing
   b) Close Public Hearing
   c) Consideration to Authorize the Placement of Stop Signs Within the Bonita Oaks Subdivision

XI. REPORTS AND BUSINESS

A. Administrator

1. Consideration of Out-of-State Travel Requests

2. Consideration of an Exception to the Travel Policy - Commissioner, Precinct 2

B. Engineering Services

1. Consideration of a Request for Variance from the Tarrant County Development Regulations Manual - Harmony Park - Precinct 2

2. Consideration of a Request for Variance from the Tarrant County Development Regulations Manual - Tarrant County Municipal Utility District #2 - Precinct 2

C. Facilities Management

1. Consideration of Tim Curry Criminal Justice Center Reorganization Projects

2. Consideration of a Property Use Request and Fee Waiver from the Office of Commissioner Alisa Simmons to Use the Subcourthouse in Arlington for Precinct 2 Town Hall Meetings

3. Consideration of a Property Use Request and Fee Waiver from the Southern University Alumni - Fort Worth Chapter to Use the Subcourthouse in Arlington Community Room to Host the Southern University Student Send-Off

D. Human Resources

1. Consideration of a Memorandum of Understanding between Tarrant County and Rangers Baseball LLC for the 27th Annual Tarrant County Employee Picnic at Globe Life Field

2. Consideration to Adopt the Revised Tuition Reimbursement Program Policy

3. Consideration to Adopt the Entry-Level Driver Training Program for Commercial Driver’s License Policy

4. Consideration of a Change to the Table of Organization – 323rd District Court

5. Consideration of a Change to the Table of Organization - Criminal Courts

6. Consideration of Changes to the Table of Organization - County Administrator/Intergovernmental Relations

7. Consideration of a Change to the Table of Organization – Criminal District Attorney

E. Purchasing

1. RFP No. F2026035 - Annual Contract for Staff Augmentation Services - Information Technology - Various Vendors - Per Contract Terms
   a) Award Recommendation

2. Bid No. F2026064 - Purchase of 4,000 Gallon Water Tank Truck - Precinct 1 - Premier Truck Group - Per Unit Price
   a) Award Recommendation

3. Bid No. F2026072 - Annual Contract for Dry Bulk Hydraulic Cement - Countywide - Various Vendors - Per Unit Price and Discount from List Price
   a) Award Recommendation

4. Bid No. F2026073 - Annual Contract for Reinforced Concrete Pipes, Concrete Box Culverts, and Safety End Treatments - Countywide - Various Vendors - Per Unit Price and Discount from List Price
   a) Award Recommendation

5. Bid No. F2026074 - Public Health Chiller/BAS Replacement - Facilities Management - Freer Mechanical Contractors Inc.
   a) Award Recommendation
   b) Contract Approval
   c) Acceptance of Payment Bond
   d) Acceptance of Performance Bond

6. RFP No. F2026082 - Annual Contract for In-Person Battering Intervention and Prevention Program - Community Supervisions and Corrections Department - Various Vendors - Per Contract Terms
   a) Award Recommendation

7. Bid No. F2026086 - Green Bay Jail Retrofit Lights - Facilities Management - CraftLink LLC d/b/a Williams Electric & HVAC
   a) Award Recommendation
   b) Contract Approval
   c) Payment Bond Approval
   d) Performance Bond Approval

8. Bid No. F2026087 - Purchase of Steel Drum Padfoot Roller - Precinct 4 - Holt Texas, LTD. DBA Holt Cat - Per Unit Price
   a) Award Recommendation

9. Bid No. F2026088 - Purchase of Rubber Tire Skid Steer Loader - Precinct 4 - Holt Texas LTD, DBA Holt Cat - Per Unit Price
   a) Award Recommendation

10. Bid No. F2026090 - Purchase of Track Loader - Precinct 4 - Holt Texas LTD. DBA Holt Cat - Per Unit Price
    a) Award Recommendation

11. Bid No. F2026091 - Purchase of Haul Truck - Precinct 3 - Southwest International Trucks - Per Unit Price
    a) Award Recommendation

12. Bid No. F2026092 - Purchase of Self-Propelled Road Widener - Precinct 4 - Holt Texas LTD, DBA Holt CAT - Per Unit Price
    a) Award Recommendation

13. Bid No. F2026093 - Purchase of Asphalt Crack Sealer Machine - Precinct 2 - Crafco, Inc. - Per Unit Price
    a) Award Recommendation

14. Bid No. F2026096 - Tarrant County Corrections Center Boiler Replacement - Facilities Management - Infinity Contractors International LTD
    a) Award Recommendation
    b) Contract Approval

15. Bid No. F2026099 - Annual Contract for Bullet Resistant Glass and Glazing - Facilities Management - Total Security Solutions, Inc. - Per Unit Price and Hourly Rates
    a) Award Recommendation

16. Bid No. F2026101 - Annual Contract for SolarWinds Database Analyzer - Information Technology - New Tech Solutions, Inc. - Per Unit Price
    a) Award Recommendation

17. Bid No. F2026102 - Annual Contract for SAP Cloud Platform Software and Licensing - Information Technology - Carahsoft Technology Corp. - Per Unit Price
    a) Award Recommendation

18. Bid No. F2026103 - Annual Contract for Appian Cloud Hosting and Licenses - Information Technology - Software Information Resource Corp - Per Unit Price
    a) Award Recommendation

19. Bid No. F2026104 - Purchase of Cutter, Creaser, Folding Unit and Annual Maintenance - Facilities Management - Ubeo Business Solutions - Per Unit Price
    a) Award Recommendation

20. Consideration of Contract for SAP License Upgrade to S4 HANA - Information Technology - SAP America, Inc.
    a) Contract Approval

21. Consideration of Cooperative for Euna Budget Solutions - Sourcewell Contract #060624-GTH - Budget and Risk Management - Euna Solutions, Inc. - Per Discount from List Price
    a) Contract Approval

22. Bid No. F2026077 - Annual Contract for Computer Accessories, Peripherals, and Other Miscellaneous Hardware - Countywide
    a) Reject All Bids

23. Bid No. F2024147- Annual Contract for Oil and Lubricants - Countywide - Various Vendors
    a) Approve Contract Termination
    b) Permission to Rebid

24. Permission to Take Bids/RFPs

XII. APPOINTMENTS TO VARIOUS BOARDS

1. Consideration of Appointments to Various Boards, Commissions, Committees, or Tax Increment Finance District Boards

XIII. BRIEFING

1. Briefing on Tarrant County Financial Reserves and Undesignated Fund

   The Commissioners Court will be briefed on Tarrant County financial reserves and undesignated fund.

2. Briefing on the Tarrant County Election Integrity Unit/Taskforce

   The Commissioners Court will be briefed on the Tarrant County Election Integrity Unit/Taskforce.

XIV. ANNOUNCEMENTS AND COMMENTS

XV. CLOSED MEETING

A. Pending or Contemplated Litigation

1. Walker v. Tarrant County, Texas, et al., Case No. 4:24-cv-245-BP

2. Miranda Mills - CLAIM

3. Tyrell Dunson – CLAIM

B. Advice of Counsel

1. Legal Advice Regarding a Request for Variance from the Tarrant County Development Regulations Manual - Harmony Park - Precinct 2

C. Real Estate Matters

D. Contract Deliberations

E. Personnel Matters

1. Chief Deputy of Constable, Precinct 8

2. Position No. 20004787

3. Position No. 20005378

4. Position No. 20007944

F. Security and Cybersecurity Related Issues

G. Economic Development Prospects

Closed Meeting upon completion of Open Meeting or at 10:00 a.m., whichever is later:
(A) to discuss advice about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the County under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Texas Open Meeting Act, pursuant to Section 551.071, Texas Government Code;
(B) to deliberate the purchase, exchange, lease, or value of real property, pursuant to Section 551.072, Texas Government Code;
(C) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear complaint or charge against an officer or employee pursuant to Section 551.074, Texas Government Code;
(D) to deliberate the deployment, or specific occasions for implementation, of security personnel or devices, or a security audit, pursuant to Section 551.076, Texas Government Code; and
(E) to deliberate a cybersecurity measure, policy or contract solely intended to protect a critical infrastructure facility pursuant to Section 551.0761, Texas Government Code;
(F) to deliberate the business and financial issues related to a contract being negotiated, pursuant to Section 551.0725, Texas Government Code.
(G) to deliberate regarding commercial or financial information that the County has received from a business prospect that the County seeks to have locate, stay, or expand near the County and with which the County is conducting economic development negotiations, or to deliberate the offer of a financial or other incentive to a business prospect, pursuant to Section 551.087(1), Texas Government Code.

XVI. COMMISSIONERS COURT RECONVENED

XVII. ADJOURNMENT

Filed
Tarrant County Clerk
June 3, 2026 05:19 pm
Mary Louise Nicholson
County Clerk
By: Shay Stroik

Date Posted: June 3, 2026 05:19 pm

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1

Department: Human Resources	**Prepared By:** Jennifer Jones	**Approved By:** Roxie Held

SUBJECT:

Employee Recognition (Judge O'Hare)

See Attachment for Additional Information

Attachments

Judge's Listing June 2026.pdf

EMPLOYEE RECOGNITION
June 9, 2026

5 Year Employees		Department
Marisol	Aguilar	Justice of the Peace 3
Clarisa	Aguilar	Criminal District Attorney
Kimberly	Chiasson	County Auditor
Nathan	Dancer	Sheriff's Office
Letithas	Fountain	Constable 7
Chad	Guest	Engineering Services
Madeline	Jacobs	Medical Examiner
Lauren	Lawrence	Criminal District Attorney
Frank	Liedkie	Sheriff's Office
Manuel	Lujan	Sheriff's Office
James	McClinton	Community Development
Stephanie	Mcelroy	Sheriff's Office
Natalie	Medina	Criminal District Attorney
Victoria	Reyes	Sheriff's Office
Jesus	Robledo	Sheriff's Office
Carlos	Romero	Sheriff's Office
Ambrosia	Weber	Sheriff's Office
Angela	Wierzbicki	233rd District Court
Karli	Young	396th District Court

10 Year Employees		Department
Eric	Alvarez	Constable 6
Clarence	Bullocks	Constable 6
Kathryn	Engel	Sheriff's Office
Matthew	Exter	Sheriff's Office
Michael	Hawkins	Sheriff's Office
Jazmin	Herrera	Sheriff's Office
Brittany	Peete	Public Health
Joseph	Rahal	Information Technology
Curtis	Stone	Sheriff's Office
Mark	Taylor	Criminal District Attorney
Erin	Taylor	Public Health
Ruth	Zavala	Cooperative Extension

15 Year Employees		**Department**
Erica	Bates	County Auditor
Jimmy	Cantu	Domesitc Relations Office
Michael	Graves	Fleet Management
Phylicia	Hollie	Sheriff's Office
Natalie	Juarez	Veterans Services
Stephanie	Serrato	Engineering Services
Michael	Williams	Sheriff's Office

20 Year Employees		**Department**
John	Good	Sheriff's Office
Nicole	Marron	County Clerk
Jennifer	Ramos	County Clerk
Charlotte	Sadler	Tax Office
William	Travis	Sheriff's Office

25 Year Employees		**Department**
Kevin	Brewton	Precinct 4
Cherry	Crane	Sheriff's Office
Scott	McEndree	Information Technology

30 Year Employees		**Department**
John	Kiefer III	Sheriff's Office
Pamela	Leary	CSCD
Donna	Turner	Juvenile Services

Total Years 585

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 1

Department: County Judge	**Prepared By:** Kim Ford	**Approved By:** Kim Ford

SUBJECT:

Proclamation - Recognizing Elder Abuse Awareness Month (Judge O'Hare)

See Attachment for Additional Information

Attachments

Proclamation Recognizing Elder Abuse Awareness Month.pdf

PROCLAMATION RECOGNIZING ELDER ABUSE AWARENESS MONTH

WHEREAS, *recognizing Elder Abuse Awareness Month helps prevent the abuse and neglect of older adults, who should be honored and protected; and*

WHEREAS, *as those who paved the way before us, members of Tarrant County's elderly population deserve our respect and care; and*

WHEREAS, *as we age, we grow in knowledge, experience, insight, and wisdom, which enriches our communities; and*

WHEREAS, *there were 125,382 reports of abuse towards older adults and people with disabilities in Texas in 2025; and*

WHEREAS, *Tarrant County's seniors deserve to live knowing they are safe and should be assured that Tarrant County takes seriously the risk to our older residents who may be victims of neglect or subject to financial, emotional, or physical abuse; and*

WHEREAS, *raising awareness about elder abuse enhances our community's ability to recognize the signs, understand the impact, and take action to prevent, report, and address elder abuse; and*

WHEREAS, *we stand united in our commitment to ensure the safety and security of older adults, support victims of elder abuse, and hold abusers accountable; and*

NOW, THEREFORE, BE IT RESOLVED, *that we, the Commissioners Court of Tarrant County, do hereby proclaim June 2026 as Elder Abuse Awareness Month in Tarrant County.*

IN WITNESS WHEREOF, *we have hereunder set our hands and caused the Seal of Tarrant County to be affixed this 9th day of June, 2026.*

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1
Department: County Judge	**Prepared By:** Kim Ford	**Approved By:** Kim Ford

SUBJECT:

Resolution - Recognizing Meals On Wheels, Inc. of Tarrant County for Delivering 30 Million Meals (Judge O'Hare)

See Attachment for Additional Information

Attachments

Resolution Recognizing Meals On Wheels, Inc. of Tarrant County for Delivering 30 Million Meals.pdf

Resolution Recognizing Meals On Wheels, Inc. of Tarrant County for Delivering 30 Million Meals

***WHEREAS**, Meals On Wheels, Inc. of Tarrant County has faithfully served older adults, persons with disabilities, and homebound residents throughout Tarrant County since 1973 by delivering nutritious meals and providing or coordinating needed services; and*

***WHEREAS,** helping keep clients in their own homes not only provides them with independence and self-respect, but it also helps them avoid relocating to more costly facilities; and*

***WHEREAS,** this milestone represents not only meals delivered, but also moments of care, safety, and human connection for individuals who often rely on these services as a lifeline; and*

***WHEREAS,** meals served by Meals On Wheels meet or exceed national nutritional guidelines, improving the physical and mental health of clients: and*

***WHEREAS,** the Tarrant County Commissioners Court recognizes the profound impact Meals On Wheels, Inc. of Tarrant County has had on the health, well-being, and quality of life of older, disabled, and homebound adults throughout the community.*

***NOW, THEREFORE, BE IT RESOLVED,** that we, the Commissioners Court of Tarrant County, Texas, do hereby congratulate Meals On Wheels of Tarrant County on the milestone of delivering 30 million meals.*

***IN WITNESS WHEREOF,** we have set our hands and caused the Seal of Tarrant County, Texas to be affixed on this the 9th day of June, 2026.*

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 1

Department: County Judge	**Prepared By:** Kim Ford	**Approved By:** Kim Ford

SUBJECT:

Resolution - Recognizing Responsible Fatherhood Month (Judge O'Hare)

See Attachment for Additional Information

Attachments

Responsible Fatherhood Month 2026.pdf

RESOLUTION RECOGNIZING
RESPONSIBLE FATHERHOOD MONTH

WHEREAS, *fathers, whether biological, adoptive, foster, or serving as father figures, play a vital role in the emotional, social, and economic well-being of children and families; and*

WHEREAS, *children benefit from involved, nurturing, and responsible fathers who provide guidance, stability, encouragement, and support throughout every stage of life; and*

WHEREAS, *strong families are the foundation of strong communities, and engaged fathers contribute to safer neighborhoods, improved educational outcomes, and greater opportunity for future generations; and*

WHEREAS, *children are less likely to experience poverty, abuse, neglect, substance abuse, dropout of school, or face incarceration when fathers are actively engaged in their lives; and*

WHEREAS, *organizations, mentors, faith-based groups, community leaders, and individuals across Tarrant County work every day to help meet the emotional, financial, and developmental needs created by fatherlessness and to support children and families facing those challenges; and*

WHEREAS, *our community benefits from spreading the message to honor and restore responsible fatherhood, encouraging men to lead their families with responsibility and integrity. Further, local organizations such as Nehemiah Builds and HOPE Farm are standing in the gap for those without fathers, breaking the cycle and combatting the effects of fatherlessness; and*

NOW, THEREFORE, BE IT RESOLVED, *that we, the Commissioners Court of Tarrant County, do hereby proclaim June 2026 as Responsible Fatherhood Month in Tarrant County and encourage all residents to recognize the importance of supporting efforts that strengthen families and improve outcomes for children throughout Tarrant County; and*

IN WITNESS WHEREOF, *we have hereunto set our hands and caused the Seal of Tarrant County to be affixed this the 9th day of June, 2026.*

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1
Department: County Judge	**Prepared By:** Kim Ford	**Approved By:** Kim Ford

SUBJECT:

Resolution - Celebrating the 250th Anniversary of the United States of America (Judge O'Hare and Commissioner Krause)

See Attachment for Additional Information

Attachments

250th Celebration V2_.pdf

Resolution Celebrating the 250th Anniversary of the United States of America

WHEREAS, *on July 4, 1776, the Second Continental Congress, comprised of fifty-six patriots, adopted the Declaration of Independence, boldly affirming that all people are endowed by their Creator with unalienable rights and launching the great American experiment of liberty, self-government, and human dignity; and*

WHEREAS, *the principles that shaped America are founded in the Judeo-Christian tradition, which affirms that human liberty is gifted by the Almighty God, as acknowledged by the Ten Commandments Monument on the 1895 Historic Tarrant County Courthouse; and*

WHEREAS, *the United States was founded as a constitutional republic and the Constitution of the United States stands as one of the greatest governing documents in human history, establishing a framework of limited government, separation of powers, individual liberty, self-defense, and the rule of law that has preserved freedom and prosperity for generations of Americans; and*

WHEREAS, *the continued success of the United States depends not only upon its institutions, but upon the character, virtue, and civic responsibility of its citizens, who are called to preserve the blessings of liberty for future generations. As John Adams said, "our Constitution was made only for a moral and religious people. It is wholly inadequate to the government of any other"; and*

WHEREAS, *Tarrant County reaffirms its deep and enduring support for the men and women of the United States Armed Forces—honoring their sacrifice, supporting their families, and upholding the values of duty, courage, and devotion to country that have safeguarded the blessings of freedom for 250 years; and*

WHEREAS, *celebrating 250 years offers a unique opportunity for all Americans to celebrate our shared heritage and consider the pledge of the signers of the Declaration as we too can pledge our lives, our fortunes, and our sacred honor for the greatest nation the world has ever known; and*

NOW, THEREFORE, BE IT RESOLVED, *that we, the Commissioners Court of Tarrant County, do hereby celebrate the 250th Anniversary of the United States of America, honoring the legacy of our Founders, the sacrifices of those who have defended our freedoms, and the enduring strength of the American people; and*

BE IT FURTHER RESOLVED, *that we encourage all residents to participate in semiquincentennial celebrations, reflect on the responsibilities of citizenship, and join in gratitude for the nation we are privileged to call home.*

IN WITNESS WHEREOF, *we have hereunto set our hands and caused the Seal of Tarrant County to be affixed this the 9th day of June, 2026.*

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1
Department: Commissioner, Precinct 2	**Prepared By:** Stefanye Adkins	**Approved By:** Alisa Simmons

SUBJECT:

Resolution - Honoring Dr. Opal Lee and the Supporters of the National Juneteenth Museum (Commissioner Simmons)

See Attachment for Additional Information

Attachments

RESOLUTION.Juneteenth.2026.NJM-Opal.Lee.Commemoration.pdf

RESOLUTION HONORING DR. OPAL LEE AND THE SUPPORTERS

OF THE NATIONAL JUNETEENTH MUSEUM

***WHEREAS,* Dr. Opal Lee,** the "Grandmother of Juneteenth," has unwaveringly led, advocated, and committed her life to freedom, justice, education, and historical truth; and she has helped secure federal recognition of Juneteenth as a national holiday; and

WHEREAS, Dr. Lee, together with the founders, visionaries, community leaders, cultural advocates, philanthropists, artists, educators, and staff of the National Juneteenth Museum, has inspired a transformational movement dedicated to preserving and advancing the story, meaning, and enduring legacy of Juneteenth for generations to come; and

WHEREAS, the **National Juneteenth Museum** represents a historic investment of approximately $70 million in the future of Fort Worth, Tarrant County, and the State of Texas, establishing a world-class cultural institution that will serve as a center for education, reflection, scholarship, innovation, economic opportunity, and community engagement; and

WHEREAS, the Museum's purpose is to illuminate the history of Juneteenth and African American freedom struggles; and its vision is to become a premier national destination where history, art, and culture converge to tell the complete story of freedom in America; and,

WHEREAS, the National Juneteenth Museum is expected to generate substantial economic impact throughout Fort Worth and Tarrant County by attracting tourism, creating jobs, increasing cultural investment, and positioning the region as a leading destination for heritage tourism and educational programming; and

WHEREAS, the Museum's dedicated leadership, staff, volunteers, and community partners have produced ***Freedom Vibes 2026***, a dynamic multi-day celebration beginning June 11, 2026 and featuring art exhibitions, concerts, educational workshops, and cultural programming commemorating Juneteenth and uplifting the spirit and creativity of African American culture; and

WHEREAS, Freedom Vibes 2026 stands as a powerful demonstration of the Museum's mission in action by bringing together residents and visitors of all backgrounds in celebration, remembrance, and shared cultural experience.

NOW, THEREFORE, BE IT RESOLVED, that we, the Commissioners Court of Tarrant County, do hereby extend profound appreciation to Dr. Opal Lee and to the founders, staff and supporters of the National Juneteenth Museum for their continued efforts to preserve history, inspire progress, and unite communities through the enduring spirit of Juneteenth.

In Witness Whereof, we have, hereunto, set our hands and caused the seal of Tarrant County to be affixed this 9th day of June 2026.

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1
Department: Commissioner, Precinct 2	**Prepared By:** Stefanye Adkins	**Approved By:** Alisa Simmons

SUBJECT:

Resolution - Recognizing Help Center for LGBTQ+ Health (Commissioner Simmons)

See Attachment for Additional Information

Attachments

HELP Center ordinance for Commissioners Court - Revised 06.01.26.pdf

RESOLUTION RECOGNIZING THE HELP CENTER FOR LGBTQ+ HEALTH

WHEREAS, the Health Education Learning Project (HELP) was founded in 1994 by two Catholic nuns and a mother of a person living with AIDS to promote health and prevent disease; and

WHEREAS, in 2017 HELP expanded its programming to include clinical services and rebranded as the HELP Center for LGBTQ+ Health; and

WHEREAS, these expanded services were developed in alignment with priorities established by the U.S. Centers for Disease Control and Prevention; and

WHEREAS, in 2025 the HELP Center provided HIV care, Pre-Exposure Prophylaxis (PrEP), counseling services, and culturally affirming healthcare to more than 7,000 Texans; and

WHEREAS, the HELP Center delivered more than $70 million in medication, clinical services, and supportive care in 2025 at no cost to underserved Texans; and

WHEREAS, the HELP Center is the only organization in North Texas, and among only a few nationally, to provide these comprehensive services entirely free of charge; and

WHEREAS, African Americans and Hispanics represent approximately 70% of new HIV diagnoses nationally, yet account for only 33% of PrEP users; and

WHEREAS, 67% of the HELP Center's patients are ethnic minorities, demonstrating its success in reaching communities most impacted by HIV; and

WHEREAS, according to CDC statistical models, the HELP Center's programs prevent more than 200 new HIV transmissions annually, avoiding more than $250 million in lifetime healthcare costs; and

WHEREAS, the HELP Center's clinical programs operate without a single penny of taxpayer dollars; and

WHEREAS, the HELP Center serves as a cultural home for the LGBTQ+ community and has remained an active and engaged community partner; and

WHEREAS, the HELP Center is the presenting sponsor of Trinity Pride Fest, the only LGBTQ+ Pride celebration in Tarrant County, celebrating the contributions of LGBTQ+ residents to our community;

NOW, THEREFORE, BE IT RESOLVED that we, the Commissioners Court of Tarrant County, do hereby recognize and commend the HELP Center for LGBTQ+ Health for its outstanding service, compassionate care, and enduring contributions to the health, dignity, and wellness of the people of Tarrant County.

In Witness Whereof, we have, hereunto, set our hands and caused the seal of Tarrant County to be affixed this 9th day of June 2026.

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 1

Department: Commissioner, Precinct 3	**Prepared By:** Mikael Garcia	**Approved By:** Matt Krause

SUBJECT:

Resolution - Recognizing Mayor William D. Tate for 50 Years of Exemplary Public Service as Mayor of the City of Grapevine, Texas (Commissioner Krause)

See Attachment for Additional Information

Attachments

Resolution Recognizing Mayor William D. Tate for 50 Years of Public Service to the City of Grapevine.pdf

Resolution Recognizing Mayor William D. Tate for 50 Years of Exemplary Public Service as Mayor of the City of Grapevine, Texas

***WHEREAS**, Mayor William D. Tate has devoted decades of exemplary service to the City of Grapevine, Texas, shaping its growth, strengthening its identity, and guiding it into one of the most vibrant, prosperous, and admired communities in the State of Texas; and*

***WHEREAS**, Mayor Tate's leadership has been marked by vision, integrity, and an unwavering commitment to public service, earning him the respect of residents, business leaders, regional partners, and civic organizations throughout North Texas; and*

***WHEREAS**, under Mayor Tate's steady guidance, Grapevine has experienced remarkable economic expansion, strengthened infrastructure, and a flourishing tourism industry, including the continued success of Grapevine's historic Main Street, the development of world-class hospitality destinations, and the preservation of the city's unique cultural heritage; and*

***WHEREAS**, Mayor Tate has championed education and community partnerships, working closely with Grapevine-Colleyville ISD, local nonprofits, and civic institutions to ensure that Grapevine remains a community where families thrive, students excel, and opportunity is accessible to all; and*

***WHEREAS**, his longstanding dedication to public safety, transportation, and regional collaboration has strengthened Grapevine's role as a key partner within Tarrant County and the greater North Texas region, advancing initiatives that support mobility, economic vitality, and quality of life; and*

***WHEREAS**, Mayor Tate's service reflects the highest ideals of civic leadership—marked by humility, perseverance, and a deep love for the community he has faithfully served for more than half a century; and*

***WHEREAS**, the Tarrant County Commissioners Court recognizes that Mayor William D. Tate's legacy will continue to shape Grapevine for generations to come, standing as a testament to the power of dedicated public service and the enduring impact of a life committed to others;*

***NOW, THEREFORE, BE IT RESOLVED**, that the Tarrant County Commissioners Court does hereby honor Mayor William D. Tate for his extraordinary leadership, his decades of service, and his profound contributions to the City of Grapevine and the people of Tarrant County; and*

***BE IT FURTHER RESOLVED**, that the Court extends its deepest gratitude to Mayor Tate for his steadfast commitment to public service and celebrates the legacy he leaves upon the community he has so faithfully led.*

***IN WITNESS WHEREOF**, we have hereunto set our hands and caused the Seal of Tarrant County to be affixed on this 9th day of June 2026.*

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1
Department: Commissioner, Precinct 4	**Prepared By:** Alicia Green	**Approved By:** Manny Ramirez

SUBJECT:

Proclamation - Post Traumatic Stress Disorder Month (Commissioner Ramirez)

See Attachment for Additional Information

Attachments

PTSD 2026.pdf

PROCLAMATION
Post Traumatic Stress Disorder Month

WHEREAS, Post-Traumatic Stress Disorder (PTSD) is a serious mental health condition that can develop following exposure to deeply traumatic events including military combat, physical assault, childhood abuse, severe accidents, and natural disasters and impacts approximately 8 million adults in the United States annually; and

WHEREAS, the dedicated members of the United States Armed Forces, law enforcement officers, firefighters, and other emergency first responders routinely risk their lives to secure our communities, and rightfully deserve comprehensive institutional resources to protect and preserve their physical, mental, and emotional well-being; and

WHEREAS, first responders and military personnel face a significantly heightened risk of developing severe PTSD due to prolonged and repeated exposure to acute operational trauma over weeks, months, or years of service; and

WHEREAS, despite the availability of effective, evidence-based treatments, a substantial number of PTSD cases remain undiagnosed and untreated due to insufficient public awareness and the persistent social stigma surrounding mental health care; and

WHEREAS, all individuals enduring the challenges of PTSD deserve collective empathy and support, and those who suffer from psychological wounds sustained while actively defending our national security and public freedom merit unique distinction, profound respect, and special honor; and

WHEREAS, Tarrant County is committed to advancing community education, expanding access to supportive resources, and actively dismantling the stigma associated with mental health conditions by recognizing June 2026 as National Post-Traumatic Stress Disorder Awareness Month;

NOW, THEREFORE, BE IT RESOLVED, that we, the Commissioners Court of Tarrant County, do hereby officially proclaim the month of June 2026 as National Post-Traumatic Stress Disorder Awareness Month in Tarrant County, and strongly encourage all residents to extend their highest gratitude, recognition, and support to the exceptional service professionals who remain steadfastly committed to the safety, freedom, and protection of our nation and local communities.

IN WITNESS WHEREOF, we have hereunto set our hands and caused the Seal of Tarrant County to be affixed this 9th day of June 2026.

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 1

Department: County Clerk	**Prepared By:** Shay Stroik	**Approved By:** Mary Louise Nicholson

SUBJECT:

Consideration of the Minutes of May 12, 2026

***** CONSENT AGENDA *****

See Attachment for Additional Information

Attachments

Minutes - May 12, 2026 edit.pdf

MINUTES

TARRANT COUNTY
COMMISSIONERS COURT

Minutes of the Commissioners Court, Regular Term - REGULAR MEETING
Tuesday, May 12, 2026, 10:00 AM

All items have been so ordered. Official documents on file with the County Clerk

On Tuesday, May 12, 2026, at 10:00 AM the Honorable Commissioners Court of Tarrant County, Texas met for Regular Term - Regular Meeting in the Commissioners Courtroom at the G.K. Maenius Administration Building in the City of Fort Worth.

I. CALL TO ORDER AND ROLL CALL

The Commissioners Court Clerk having called roll and a quorum being presented, Tim O'Hare, County Judge, called the meeting to order with members present:

PRESENT	ABSENT
Presiding - County Judge - Tim O'Hare	Commissioner, Precinct 1 – Roderick Miles, Jr.
Commissioner, Precinct 2 - Alisa Simmons	Commissioner, Precinct 3 - Matt Krause
Commissioner, Precinct 4 - Manny Ramirez	

and County Clerk Mary Louise Nicholson, represented by her duly appointed Deputy April Hanks, when the following orders were made.

Commissioner Krause entered the meeting virtually at 10:48 AM.

II. INVOCATION

Invocation was given by Pastor Joshua Scarborough with Countryside Baptist Church in Mansfield, Texas.

III. PLEDGES OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

IV. AGENDA ANNOUNCEMENTS

Items XI B1 and XI F15 were held until after Closed Session.
Items IX C2, IX F1, IX G1, IX K3, IX P1, IX Q4, IX Q17, and IX S4 were pulled from the Consent Agenda.

V. COMMISSIONERS COURT ANNOUNCEMENTS

Judge O'Hare let everyone know that Hammad Hassan, a Tarrant County IT employee, had passed away and please keep his family and coworkers in your prayers.
He wanted to share that the National Day of Prayer Luncheon was a great event and they raised $69,000 to go to local charities.
Commissioner Simmons wanted to address a matter of significant public concerns about in custody jail deaths.

VI. PUBLIC COMMENT FOR PROCLAMATIONS, RESOLUTIONS AND PRESENTATIONS

1. PUBLIC COMMENT FOR PROCLAMATIONS, RESOLUTIONS AND PRESENTATIONS

Gail Smith encouraged the Court to adopt the proclamation on bringing awareness to child abuse in Tarrant County.

VII. PROCLAMATIONS, RESOLUTIONS AND PRESENTATIONS

(Court Order Number 146993) 1. Employee Recognition (Judge O'Hare)

Motion to Receive and File made by Tim O'Hare and seconded by Manny Ramirez passing 3-0-0-0-2 Absent was Roderick Miles, Jr., Matt Krause

Court recessed for break at 10:20 AM to 10:26 AM.

(Court Order Number 146994) 2. Congratulatory Certificates - 2025-2026 Keller Independent School District Future Business Leaders of America National Leadership Conference Qualifiers (Judge O'Hare)

Motion to Adopt made by Tim O'Hare and seconded by Alisa Simmons passing 3-0-0-0-2 Absent was Roderick Miles, Jr., Matt Krause

(Court Order Number 146995) 3. Proclamation - Recognizing Child Abuse Prevention (Judge O'Hare)

Motion to Adopt made by Tim O'Hare and seconded by Manny Ramirez passing 3-0-0-0-2 Absent was Roderick Miles, Jr., Matt Krause

(Court Order Number 146996) 4. Resolution - Recognizing the City of Arlington's 150th Anniversary (Judge O'Hare)

Motion to Adopt made by Tim O'Hare and seconded by Alisa Simmons passing 3-0-0-0-2 Absent was Roderick Miles, Jr., Matt Krause

(Court Order Number 146997) 5. Resolution - Recognizing the Tarrant County Public Health Department (Judge O'Hare)

Motion to Adopt made by Tim O'Hare and seconded by Manny Ramirez passing 3-0-0-0-2 Absent was Matt Krause, Roderick Miles, Jr.

(Court Order Number 146998) 6. Resolution - Recognizing the 97th Annual Fort Worth Memorial Day Service at Mount Olivet Cemetery (Judge O'Hare)

Commissioner Krause entered the meeting virtually at 10:48 AM.

Motion to Adopt made by Tim O'Hare and seconded by Manny Ramirez passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 146999) 7. Congratulatory Resolution - Recognizing the North Crowley Panthers of Crowley Independent School District for the 2026 UIL Class 6A Division I Boys Basketball State Championship (Commissioner Miles)

Motion to Approve made by Alisa Simmons and seconded by Manny Ramirez passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147000) 8. Proclamation - Mental Health Awareness Month (Commissioner Miles)

Motion to Approve made by Alisa Simmons and seconded by Manny Ramirez passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147001) 9. Proclamation - Recognizing ALS Awareness Month (Commissioner Miles)

Motion to Approve made by Alisa Simmons and seconded by Manny Ramirez passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147002) 10. Resolution - Celebrating and Honoring the Life of Jill Darden (Commissioner Miles and Commissioner Simmons)

Motion to Approve made by Alisa Simmons and seconded by Manny Ramirez passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147003) 11. Resolution - Celebrating and Honoring the Life and Legacy of Dr. Robert Cluck (Commissioner Simmons)

Motion to Approve made by Alisa Simmons and seconded by Manny Ramirez passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147004) 12. Proclamation - National Police Week and Peace Officers Memorial Day (Commissioner Ramirez)

Motion to Approve made by Manny Ramirez and seconded by Tim O'Hare passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

VIII. AGENDA PUBLIC COMMENT

1. AGENDA PUBLIC COMMENT

Deloris Phillips spoke about targeted and stolen exhibits in the Dell Dehay Law Library.
Chris Wood spoke about treatment alternative to incarceration program and Tarrant County's My Health My Resources substance use services.
Lynn Roth spoke regarding concerns surrounding the investigation and manner of death determination for her son Walker.
Baylie Funk spoke about her brother's death investigation.
Bryon Funk spoke about his son's death and concerns within the Tarrant County Medical Examiner's Office.
Bob Willoughby spoke about the citizens and their rights and the District Attorney not answering his questions.
Buff Kizer spoke about duplicate registrations.
Bishop Kirkland had concerns about not being able to comment on an agenda item and jail deaths.
Billy Wilson spoke on local governance.
Nan Terry urges the court to change the format of the meetings and spoke on agenda items.
Harriet Harral spoke on jail death, mental health and public space for entities perceived as partisan.
Deborah Kratky spoke on the contract renewal for interactive data.
Linda Hanratty spoke on agenda item regarding property tax waiver of penalty and interest and jail deaths.
Reed Bilz spoke on agenda items regarding cold springs jail renovations, cancellation of jail staffing contract, and supports request for seeking additional funds for transforming lives for community outreach.
Sayeda Bilqees Syed wants answers from the Tarrant County Appraisal District regarding reappraisal plan and overvalued properties.
Gib Portwood commented on the briefing item regarding the Tarrant Appraisal District 2025-2026 Reappraisal Plan.
EJ Carrion spoke about Commissioner Ramirez's article in Fort Worth, Inc magazine.
Nydia Cardenas spoke on the mosquito spraying contract.
Jane Collins stated that the court seems to be promoting partisan politics.
Josh Lucas spoke about jail deaths.
Ambika Sharma spoke on topic regarding the interactive data and property taxes.
Lon Burnam spoke on various topics regarding once a month court meetings, headlines in the Dallas Morning News and items on the agenda.
Robert Vann spoke about the item regarding cold springs jail and jail deaths.
Merl Glasscock spoke on the findings in the recent Texas Defender Service report regarding racial disparities in how the death penalty is pursued.
Charles Wedemeyer spoke about item on agenda regarding annual printing and mailing absentee ballots.
Five Tarrant County residents wished to have their comments read regarding items on the agenda.

IX. CONSENT AGENDA

(Court Order Number 147005) 1. Approval of the Consent Agenda

Motion to Approve Consent Agenda as amended made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

A. Approval of the Minutes

(Court Order Number 147006) 1. Consideration of the Minutes of April 14, 2026

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

B. Various Claims and Addendum

(Court Order Number 147007) 1. Consideration of Various Claims and Addendum

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

C. Administrator

(Court Order Number 147008) 1. Approval of Letter and Unclaimed Property Capital Credits for Counties Form Requesting the Texas Comptroller of Public Accounts Remit to Tarrant County Unclaimed Funds under Chapter 74 of the Texas Property Code

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147009) 2. Consideration of Amended and Restated Tax Abatement Agreement and Consent to Assignment for the Arlington Commons Development - Phase 1C

Item pulled from the Consent Agenda.

Motion to Approve made by Alisa Simmons and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

D. Archives

(Court Order Number 147010) 1. Consideration to Accept Donations from Various Entities to the Tarrant County Archives

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

E. Auditor

(Court Order Number 147011) 1. Receive and File the Auditor's Report for the Cash and Other Remittances Control Review, District Clerk's Office

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147012) 2. Receive and File the Auditor's Report for the Exit Review of the County Clerk Accounting Trust Manager

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147013) 3. Receive and File the Auditor's Report for the Review of Ad Valorem Refunds

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147014) 4. Receive and File the Quarterly Investment Report Ended March 31, 2026

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147015) 5. Receive and File the Tarrant County Financial Statements for the Six Months Ended March 31, 2026

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

F. Budget and Risk Management

(Court Order Number 147016) 1. Consideration of Fiscal Year 2026 Appropriation Adjustments

Item pulled from the Consent Agenda.

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147017) 2. Consideration to Accept the Fiscal Year 2025 Bureau of Justice Assistance Formula DNA Capacity Enhancement and Backlog Reduction Grant Award for the Tarrant County Medical Examiner's Office

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147018) 3. Consideration of Exceptions to Fee Schedule for Court Interpreters

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147019) 4. Consideration of Risk Management Board Minutes and Recommended Claims

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

G. Community Development

(Court Order Number 147020) 1. Consideration to Submit the Program Year 2026 Annual Action Plan to the U.S. Department of Housing and Urban Development

Item pulled from the Consent Agenda.

Motion to Approve made by Tim O'Hare and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147021) 2. Consideration of Construction Contract between Tarrant County and Atkins Bros. Equipment Co., Inc. for the City of White Settlement, Texas 51st Year Community Development Block Grant Project

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

H. County Clerk

(Court Order Number 147022) 1. Receive and File the County Clerk's Monthly Report - March 2026

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

I. Emergency Management

(Court Order Number 147023) 1. Consideration of Adoption of the Tarrant County Five-Year Multi-Jurisdiction Hazard Mitigation Action Plan

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

J. Engineering Services

(Court Order Number 147024) 1. Request for Public Hearing - Tuesday, June 9, 2026, 10:00 A.M. - To Consider Authorizing the Placement of Stop Signs Within the Bonita Oaks Subdivision - Precinct 4

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147025) 2. Consideration to Amend Court Order No. 141149 to Update the Designee for Administrative Review of Certain Final Plats from the Director of Tarrant County Transportation Services to the Tarrant County Engineer

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147026) 3. Receive and File Final Plat - Rendon Ridge - Precinct 2

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147027) 4. Receive and File Final Plat - 4R Ranch Fire Station Addition - Precinct 4
Court recessed for break at 10:20 AM to 10:26 AM.

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

K. Facilities Management

(Court Order Number 147028) 1. Consideration of a Reassignment of Space in Taylor Garage for Tarrant County Sheriff's Office Bike Patrol

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147029) 2. Consideration of a Reassignment of Space of Courtroom B033 in the Basement Level of Tim Curry Criminal Justice Center

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147030) 3. Approval of a Professional Services Contract with Frank W. Neal & Associates, Inc. for Structural Engineering Services for the Mansfield Sub-Courthouse

Item pulled from the Consent Agenda.

Motion to Approve made by Tim O'Hare and seconded by Manny Ramirez passing 3-1-0-0-1 Opposed by Alisa Simmons Absent was Roderick Miles, Jr.

(Court Order Number 147031) 4. Consideration of Change Order No. 1 to the Cactus Abatement and Demolition, LLC Asbestos Abatement Contract for Cold Springs Jail

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147032) 5. Consideration of Renewal No. 3 of a Real Property Lease with the Texas Health and Human Services Commission for Office Space in the Northwest Subcourthouse Annex Building

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147033) 6. Consideration of Amendment No. 4 of the Lease Agreement Between Tarrant County and MVM Services, LLC for the Tarrant County Women, Infants, and Children Euless Clinic

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

L. HIV Administration

(Court Order Number 147034) 1. Consideration of Amendment No. 1 the Fiscal Year 2026 Health Resources and Services Administration Ryan White Part C Notice of Award

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147035) 2. Consideration of Amendment No. 1 to the Fiscal Year 2025-2026 Texas Department of State Health Services Housing Opportunities for Person With AIDS Grant Contract with AIDS Healthcare Foundation

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147036) 3. Consideration of Amendment No. 1 to the Fiscal Year 2025-2026 Texas Department of State Health Services Housing Opportunities for Person With AIDS Grant Contract with The Salvation Army

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147037) 4. Consideration of Amendment No. 6 to the Fiscal Year 2026-2027 Texas Department of State Health Services Ryan White Treatment Extension Act Part B HIV Services Grant Contract

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

M. Housing Assistance Office

(Court Order Number 147038) 1. Request for Public Hearing - Tuesday, June 9, 2026, 10:00 A.M. - Consider the Fiscal Year 2026 Tarrant County Housing Assistance Office Annual Agency Plan

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147039) 2. Consideration of Housing Assistance Payments Contracts and/or Contract Amendments between Landlords and Tarrant County, d/b/a Tarrant County Housing Assistance Office

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

N. Human Resources

(Court Order Number 147040) 1. Receive and File Personnel Agenda

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

O. Information Technology

(Court Order Number 147041) 1. Consideration to Adopt Revisions to the Tarrant County Electronic Communications Policy

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

P. Public Health

(Court Order Number 147042) 1. Consideration to Reappoint Dr. William Brian Byrd as Tarrant County Public Health Director and Health Authority Pursuant to Texas Health and Safety Code Section 121.033

Item removed from the Consent Agenda.

Motion to Approve made by Tim O'Hare and seconded by Manny Ramirez passing 3-0-1-0-1 Abstained by Alisa Simmons Absent was Roderick Miles, Jr.

(Court Order Number 147043) 2. Consideration to Reappoint Dr. Catherine A. Colquitt and Dr. Kenton K. Murthy as Health Authority Designees and Adopt Procedures Governing the Service of Health Authority Designees Pursuant to Health and Safety Code Section 121.0331

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147044) 3. Consideration of Amendment No. 2 to the Texas Department of State Health Services Human Immunodeficiency Virus Surveillance Grant Contract

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147045) 4. Consideration of Amendment No. 5 to the Texas Department of State Health Services Community Preparedness Section/Cities Readiness Initiative – Public Health Emergency Preparedness Grant Agreement for Fiscal Year 2027 Funding

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147046) **5.** Consideration of Amendment No. 5 to the Texas Department of State Health Services Community Preparedness Section/Hazards – Public Health Emergency Preparedness Grant Agreement for Fiscal Year 2027 Funding

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147047) 6. Consideration of Amendment No. 5 to the Texas Department of State Health Services Community Preparedness Section/Laboratory Response Network-Public Health Emergency Preparedness Grant Agreement for Fiscal Year 2027 Funding

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

Q. Purchasing

(Court Order Number 147048) 1. RFP No. 2023-109 - Annual Contract for Defendant-Paid Ignition Interlock Device Services - Community Supervision and Corrections Department - Various Vendors - Exercise Second Option for Renewal - Same Contract Terms

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147049) 2. RFP No. 2023-161 - Annual Contract for Defendant-Paid Breath Alcohol Testing Services - Community Supervision and Corrections Department - Various Vendors - Exercise Second and Final Option for Renewal - Same Contract Terms

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147050) 3. RFP No. F2024047 - Annual Contract for Meal Management Software - Juvenile Services - PCS Revenue Control Systems, Inc. - Exercise Second and Final Option for Renewal - Same Contract Terms

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147051) 4. Bid No. F2024077 - Annual Contract for Ground-Based Mosquito Control and Surveillance Activities - Public Health - Various Vendors - Exercise Second and Final Option for Renewal - Same Firm Fixed Prices

Item pulled from the Consent Agenda.

Motion to Approve made by Manny Ramirez and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147052) 5. RFP No. F2024086 - Annual Contract for Printing and Mailing of Absentee Ballots - Elections Administration - Taylor Corporation d/b/a Taylor Print & Visual Impressions - Exercise Second and Final Option for Renewal - Same Contract Terms

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147053) 6. Bid No. F2024097 - Annual Contract for Fire Suppression Equipment Inspection, Maintenance, and Repair - Facilities Management - Various Vendors - Exercise Second and Final Option for Renewal - Same Firm Fixed Prices, Hourly Rates, and Markup for Parts

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147054) 7. Bid No. F2024136 - Annual Contract for Heavy Duty Equipment Truck Parts and Supplies - Countywide - Various Vendors - Exercise Second and Final Option for Renewal - Same Firm Fixed Prices and Discount from List Price

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147055) 8. Bid No. F2024138 - Annual Contract for Automatic and Manual Door Preventative Maintenance and Repair - Facilities Management - Various Vendors - Exercise Second and Final Option for Renewal - Same Firm Fixed Prices, Hourly Rates, and Markup for Parts

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147056) 9. Bid No. F2024151 - Annual Contract for Overhead Door and Bi-Fold Door Preventative Maintenance and Repair - Facilities Management - Various Vendors - Exercise Second and Final Option for Renewal - Same Firm Fixed Prices, Hourly Rates, and Markup for Parts

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147057) 10. Bid No. F2024168 - Annual Contract for Preventative Maintenance and Repair of Automatic Sliding Gate Operators - Facilities Management - Dallas Automatic Gate, Inc. - Exercise Second and Final Option for Renewal - Same Firm Fixed Prices, Hourly Rates, and Markup for Parts

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147058) 11. Bid No. F2025066 - Annual Contract for Paint and Automotive Body Repair - Countywide - Various Vendors - Exercise Second and Final Option for Renewal - Same Per Adjustment from Appraisal

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147059) 12. Bid No. F2025102 - Annual Contract for Equipment Rentals - Countywide - Various Vendors - Exercise First Option for Renewal - Same Firm Fixed Prices and Discount from List Price

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147060) 13. Bid No. F2025103 - Annual Contract for Preventative Maintenance and Repair of Standby Generator Equipment - Countywide - Various Vendors - Exercise First Option for Renewal - Same Firm Fixed Prices, Hourly Rates, and Markup for Parts

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147061) 14. RFP No. F2025108 - Annual Contract for Mediation Training Services - Dispute Resolution - Various Vendors - Exercise First Option for Renewal - Same Contract Terms

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147062) 15. Bid No. F2025111 - Annual Contract for Lawn and Small Engine Equipment, Parts, Repairs, and Maintenance - Facilities Management - Various Vendors - Exercise First Option for Renewal - Same Firm Fixed Prices, Hourly Rates, and Markup for Parts

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147063) 16. Bid No. F2025120 - Annual Contract for Blank Ballot Stock Boxes - Elections Administration - TOCA LLC - Exercise First and Final Option for Renewal - Same Firm Fixed Prices

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147064) 17. Bid No. F2025121 - Annual Contract for Communication Skip-Tracing Software and Maintenance - Elections Administration - Various Vendors - Exercise First Option for Renewal - Same Firm Fixed Prices

Item pulled from the Consent Agenda.

Judge O'Hare stepped out of the meeting at 1:03 PM and returned at 1:04 PM.

Motion to Approve made by Tim O'Hare and seconded by Manny Ramirez passing 3-1-0-0-1 Opposed by Alisa Simmons Absent was Roderick Miles, Jr.

(Court Order Number 147065) 18. Bid No. F2025142 - Annual Contract for Locksmith Services and Supplies - Facilities Management - Various Vendors - Exercise First Option for Renewal - Same Firm Fixed Prices, Hourly Rates, and Markup for Parts

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147066) 19. RFP No. F2025146 - Annual Contract for Elevator Preventative Maintenance and Repair - Facilities Management - Various Vendors - Exercise First Option for Renewal - Same Contract Terms

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147067) 20. RFP No. F2025159 - Annual Contract for Elections Tasking and Scheduling - Elections Administration - Electask, LLC - Exercise First Option for Renewal - Same Contact Terms

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147068) 21. Bid No. F2025167 - Annual Contract for Preventative Maintenance and Repair of Commercial Kitchen Equipment - Facilities Management - EEC Acquisition LLC d/b/a Smart Care Equipment Solutions - Exercise First Option for Renewal - Same Firm Fixed Prices, Hourly Rates, and Discount from List Price

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147069) 22. Bid No. F2025168 - Annual Contract for Inmate Uniforms - Countywide - Various Vendors - Exercise First Option for Renewal - Same Firm Fixed Prices

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147070) 23. Bid No. F2025175 - Annual Contract for Emulsions - Countywide - Ergon Asphalt & Emulsions, Inc. - Exercise First Option for Renewal - Same Firm Fixed Prices and Discount from List Price

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147071) 24. Renewal of Contract with Neumo Records, LLC. d/b/a Neumo Tax & Licensing, LLC - County Clerk's Office - Remote Marriage Application Subscription Agreement - Exercise Fourth and Final Option for Renewal - Same Contract Terms

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147072) 25. Payscale, Inc. - Compensation Benchmarking - Human Resources

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147073) 26. SecureTech Systems, Inc. - WAVE Plus Instant Notification System - Facilities Management

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147074) 27. Hologic, Inc. - Panther System and Associated Assay Kits and Reagents - Public Health

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147075) 28. Consideration of Amendment No. 1 - RFP No. F2026030 - Annual Contract for Colocation Data Center Services - Information Technology - CyrusOne, LLC - Per Contract Terms

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147076) 29. Consideration of Amendment No. 1 - Bid No. F2026058 - Annual Contract for Microsoft Enterprise Agreement and Licenses - Information Technology - Crayon Software Experts LLC

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147077) 30. Consideration of Cooperative for Public Safety and Firehouse Supplies and Equipment - BuyBoard #798-26 - Sheriff’s Office - G T Distributors, Inc. - Discount for Parts

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147078) 31. Consideration of Cooperative for Purchase of Absolute Resilience Software - #DIR-CPO-5303 - Information Technology - CDW-Government

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147079) 32. Acknowledgement of Notification of Vendor Name Change of Bearden Investigative Agency, Inc. to Bearden Intelligence, Inc.

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147080) 33. Consideration of Request for Fuel Card - Precinct 2

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147081) 34. Consideration of Request for Fuel Cards - Sheriff's Office

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

R. Sheriff

(Court Order Number 147082) 1. Consideration of a Contract for Transfer of Law Enforcement Animal with Dalton Warren

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147083) 2. Consideration of a Memorandum of Understanding between Tarrant County and Tarleton State University for Student Internships Within the Tarrant County Sheriff's Office Intelligence Unit

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

S. Tax Assessor-Collector

(Court Order Number 147084) 1. Consideration of a webDEALER License Agreement between Tarrant County, d/b/a Tarrant County Tax Assessor-Collector, and Longhorn Nissan to Electronically Process Motor Vehicle Titles and Initial Registrations

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147085) 2. Consideration of Amended webDEALER License Agreement between Tarrant County, d/b/a Tarrant County Tax Assessor-Collector, and Asbury Ft Worth LLC, d/b/a David McDavid Ford Ft Worth

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147086) 3. Consideration of Tax Office Deputizations

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147087) 4. Consideration of Property Tax Waivers of Penalty and Interest

Item pulled from the Consent Agenda.

Motion to Approve made by Tim O'Hare and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

T. Transportation Services

(Court Order Number 147088) 1. Receive and File Meeting Attendance Roster for the Surface Transportation Technical Committee of the North Central Texas Council of Governments Regional Transportation Council - March 2025 through March 2026

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

U. Commissioner Precinct 2

(Court Order Number 147089) 1. Consideration of a Grant Agreement Between Tarrant County and Seasons of Change, Inc. to Provide Support Services to Tarrant County Residents

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147090) 2. Consideration of a Grant Agreement Between Tarrant County and STEM It Up to Provide Support Services to Tarrant County Residents

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

V. Commissioner Precinct 4

(Court Order Number 147091) 1. Consideration to Assist the Azle Independent School District with the Full-Depth Reclamation and Asphalt Overlay of the Parking Lot at Liberty Elementary

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147092) 2. Consideration to Assist the Tarrant Regional Water District with the Trinity River Channel Project by Performing Work That May Include Excavation, Milling, Reshaping, Dirt Removal, Hauling of Excavated Materials, and Additional Services Necessary to Complete the Project

Motion to Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

X. PUBLIC HEARINGS

(Court Order Number 147093) 1. Public Hearing – To Consider an Application to the Texas General Land Office 2021 Winter Storm Housing and Urban Development Most Impacted and Distressed Counties Program

Public Hearing was opened at 1:15 PM and closed at 1:15 PM with no audience participation.

Motion to Close and Approve made by Manny Ramirez and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147094) 2. Public Hearing - To Consider Establishing Bentley Bridge Drive - Precinct 2

Public Hearing was opened at 1:16 PM and closed at 1:16 PM with no audience participation.

Motion to Close and Establish Bentley Bridge Drive made by Tim O'Hare and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147095) 3. Public Hearing - To Consider Authorizing the Placement of Stop Signs in the Pyramid Acres Subdivision - Precinct 2

Public Hearing was opened at 1:16 PM and closed at 1:16 PM with no audience participation.

Motion to Close and Authorize the Placement of Stop Signs in the Pyramid Acres Subdivision made by Tim O'Hare and seconded by Alisa Simmons passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

XI. REPORTS AND BUSINESS

A. Administrator

(Court Order Number 147096) 1. Consideration of Out-of-State Travel Requests

Motion to Approve made by Alisa Simmons and seconded by Manny Ramirez passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

B. District Attorney

(Court Order Number 147097) 1. Consideration of Tarrant County's Participation in the Settlement of Claims in the National Prescription Opiate Litigation, MDL No. 2804

Item held until after Closed Session.

Motion to Approve the settlement as described with the defendants as described in closed made by Tim O'Hare and seconded by Manny Ramirez passing 3-0-0-0-2 Absent was Roderick Miles, Jr., Matt Krause

C. Facilities Management

(Court Order Number 147098) 1. Consideration of a Property Use and Fee Waiver Request from the Tarrant County Historical Commission to Conduct New Member Training at the Tarrant County Plaza Building

Motion to Approve made by Manny Ramirez and seconded by Tim O'Hare passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147099) 2. Consideration of a Property Use and Fee Waiver Request from the Tarrant County Sheriff's Office to Use the Kornfeld Room at the Tarrant County Plaza Building for a First Responders Couples Seminar Presented by Taya Kyle

Motion to Approve made by Matt Krause and seconded by Tim O'Hare passing 3-1-0-0-2 Opposed by Alisa Simmons Absent was Roderick Miles, Jr., Roderick Miles, Jr.

D. Human Resources

(Court Order Number 147100) 1. Consideration of a Change to the Table of Organization – Medical Examiner’s Office

Motion to Approve made by Tim O'Hare and seconded by Manny Ramirez passing 3-0-1-0-1 Abstained by Alisa Simmons Absent was Roderick Miles, Jr.

E. Medical Examiner

(Court Order Number 147101) 1. Consideration of First Amendment to the Interlocal Agreement between Tarrant County and the City of Fort Worth for the Provision of Forensic Laboratory Services

Motion to Approve made by Manny Ramirez and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

F. Purchasing

(Court Order Number 147102) 1. RFP No. F2025204 - Annual Contract for Clinical Laboratory and Phlebotomy Services - Public Health - Quest Diagnostics Clinical Laboratories, Inc. - Per Contract Terms

Motion to Approve made by Tim O'Hare and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147103) 2. RFP No. F2026031 - Corrections Center Envelope Renovation - Facilities Management-Construction Services - Sunbelt Waterproofing and Restoration, LLC - Per Contract Terms

Motion to Approve made by Tim O'Hare and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147104) 3. Bid No. F2026066 - Purchase of Detention Grade Chairs and Sofas for Juvenile - Juvenile Services - Anchortex Corporation - Per Unit Price

Motion to Approve made by Tim O'Hare and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147105) 4. Bid No. F2026068 - Purchase of Tandem Dump Trucks - Precinct 1 - Premier Truck Group - Per Unit Price

Motion to Approve made by Tim O'Hare and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147106) 5. Bid No. F2026071 - Annual Contract for Commercial Lime Slurry - Countywide - Lhoist North America of Texas, LLC - Per Unit Price and Discount from List Price

Motion to Approve made by Tim O'Hare and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147107) 6. Bid No. F2026075 - Annual Contract for Guardian Forensics - District Attorney’s Office - Asimer Tech LLC - Per Unit Price

Motion to Approve made by Tim O'Hare and seconded by Manny Ramirez passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147108) 7. Bid No. F2026078 - Wichita Street Widening Project - Engineering Services - Conatser Construction TX, L.P.

Motion to Approve made by Tim O'Hare and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147109) 8. Bid No. F2026079 - Annual Contract for Adobe Licenses - Information Technology - Asimer Tech LLC - Per Unit Price

Motion to Approve made by Tim O'Hare and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147110) 9. Bid No. F2026081 - Purchase of Drying Cabinets - Medical Examiner's Office - Midland Scientific Inc. - Per Unit Price

Motion to Approve made by Tim O'Hare and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147111) 10. Bid No. F2026089 - Purchase of Steel Double-Drum Roller - Precinct 4 - Closner Equipment Company, Inc. - Per Unit Price

Motion to Approve made by Tim O'Hare and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147112) 11. RFQ No. F2026098 - Annual Contract for Real Estate Advisory and Disposition Services - County Administrator's Office - Various Vendors

Motion to Approve made by Tim O'Hare and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147113) 12. Bid No. F2026076 - Purchase of Poster, Vinyl Printer, and Cutting System with Maintenance - Facilities Management

Motion to Approve made by Tim O'Hare and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147114) 13. Bid No. F2026085 - Purchase of Truck Mounted Telescopic Aerial Device - Precinct 2

Motion to Approve made by Tim O'Hare and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

(Court Order Number 147115) 14. Consideration of Agreement - Security Guard Services - Countywide - USAPD, LLC

Commissioner Ramirez stepped out of the meeting at 1:28 PM and returned at 1:30 PM.

Motion to Approve made by Tim O'Hare and seconded by Manny Ramirez passing 3-0-1-0-1 Abstained by Alisa Simmons Absent was Roderick Miles, Jr.

(Court Order Number 147118) 15. RFP No. F2025201 - Annual Contract for Jail Staffing Services - Sheriff's Office - Recana Solutions, LLC
a.) Consideration to Send Notice of Termination for Convenience

Item held until after Closed Session.

(Court Order Number 147116) **Motion to Postpone item 15 until after Closed Session made by Tim O'Hare and seconded by Manny Ramirez passing 3-1-0-0-1 Opposed by Alisa Simmons Absent was Roderick Miles, Jr.**
(Court Order Number 147117) **Motion to Call the question made by Manny Ramirez and seconded by Tim O'Hare passing 2-1-0-0-2 Opposed by Alisa Simmons Absent was Roderick Miles, Jr., Matt Krause**
(Court Order Number 147118) **Motion to Terminate the Recana Solutions, LLC contract for convenience made by Tim O'Hare and seconded by Manny Ramirez passing 2-1-0-0-2 Opposed by Alisa Simmons Absent was Roderick Miles, Jr., Matt Krause**
(Court Order Number 147119) **Motion to Call the question made by Manny Ramirez and seconded by Tim O'Hare passing 3-1-0-0-1 Opposed by Alisa Simmons Absent was Roderick Miles, Jr.**

(Court Order Number 147120) 16. Permission to Take Bids/RFPs

Motion to Approve made by Manny Ramirez and seconded by Matt Krause passing 4-0-0-0-1 Absent was Roderick Miles, Jr.

G. Commissioner Precinct 2

1. Discussion and Possible Action Regarding a Proposed Amendment to the Contract between Tarrant County and the Center for Transforming Lives to Appropriate Additional Funds to the 2026 Community Outreach Fund

Motion to Amend the contract between Tarrant County and the Center for Transforming Lives in order to appropriate additional funds to the 2026 Community Outreach fund in the amount of $338,370.00, these funds are currently labeled undesignated made by Alisa Simmons. **Motion failed due to lack of second.**

XII. APPOINTMENTS TO VARIOUS BOARDS

1. Consideration of Appointments to Various Boards, Commissions, Committees, or Tax Increment Finance District Board.

(Court Order Number 147121) **Motion to Appoint Deborah Johnson to the CPS Board to fill a vacancy left by the resignation of Taylor Hardeman made by Tim O'Hare and seconded by Manny Ramirez passing 4-0-0-0-1 Absent was Roderick Miles, Jr.**

(Court Order Number 147122) **Motion to Appoint Manny Ramirez to NAS JRB Regional Coordination Committee made by Manny Ramirez and seconded by Tim O'Hare passing 4-0-0-0-1 Absent was Roderick Miles, Jr.**

XIII. BRIEFING

1. Briefing on the Tarrant Appraisal District 2025-2026 Reappraisal Plan

Commissioner Krause left the meeting virtually at 1:38 PM.

XIV. ANNOUNCEMENTS AND COMMENTS

Commissioners Court recessed into Closed Session at 1:47 PM.

XV. CLOSED MEETING

A. Pending or Contemplated Litigation

1. Kenisha Williams v. Tarrant County, No. 048-355441-24

2. Purscell v. Tarrant County, Texas, Case 4:26-cv-00085

3. In re I.W. – CLAIM

4. Zomnir v. Arroyo, Case 4:25-cv-172 - SUIT

5. National Prescription Opiate Litigation MDL No. 2804

B. Advice of Counsel

C. Real Estate Matters

D. Contract Deliberations

E. Personnel Matters

1. Chief Deputy of Constable Precinct 8

F. Security and Cybersecurity Related Issues

G. Economic Development Prospects

1. Project Aurora

XVI. COMMISSIONERS COURT RECONVENED

Commissioners Court Reconvened at 2:58 PM.
Honorable Tim O'Hare, County Judge, Presiding
Roderick Miles Jr., Commissioner Precinct 1, Absent
Alisa Simmons, Commissioner Precinct 2, Present
Matt Krause, Commissioner Precinct 3, Absent
Manny Ramirez, Commissioner Precinct 4, Present

XVII. ADJOURNMENT

Commissioners Court was adjourned at 3:03 PM.

APPROVED BY:_____

Tim O'Hare, County Judge

SUBMITTED BY: Mary Louise Nicholson, County Clerk

BY:_____

April Hanks, Deputy

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 1
Department: Auditor	**Prepared By:** Vanessa Perez, Agenda Manager	**Approved By:** Kimberly Buchanan

SUBJECT:

Consideration of Various Claims and Addendum

***** CONSENT AGENDA *****

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1
Department: Administrator	**Prepared By:** Maegan South, Assistant County Administrator	**Approved By:** Maegan South, Assistant County Administrator

SUBJECT:

Consideration of a Participation Agreement with the City of Fort Worth to Pay Assessments to Public Improvement District Number 23 - Panther Island

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider a Participation Agreement with the City of Fort Worth to voluntarily pay assessments associated with Public Improvement District Number 23 – Panther Island.

BACKGROUND

The City of Fort Worth created Operating Public Improvement District (O-PID) Number 23 – Panther Island on February 24, 2006, with an assessment anticipated for fiscal year 2027. The purpose of the O-PID is to fund the following:

1. Enhancements to improve District operations and maintenance for green spaces, public areas, and the canal public realm; ensure clean and safe functions across the District; and address potential ongoing or capital maintenance needs related to the District's infrastructure and water recreation.
2. Improvements to enhance the District's community including, without limitation, litter abatement, illegal dumping, landscaping, promotional sign and banner programs, lighting, and various other streetscape and capital improvements, including streets, sidewalks, roadways, and rights-of-way.
3. Improvements that promote safety and security within the District, without limitation, security lighting, security camera installation, additional security patrols, safety technologies, street calming measures and capital improvements to improve pedestrian, bike, and transit shelter safety.
4. Additional special supplemental services for improvement and promotion of the District, including services relating to advertising, promotion, health and sanitation, water and wastewater, public safety, security, business development, and cultural enhancements.
5. Payment of expenses incurred in the establishment, administration, and operation of the District.
6. Any other improvements and services to the District as allowed pursuant to the Code for a home-rule municipal corporation.

While public property owners are not subject to O-PID assessments, ownership of multiple tracts of land within the O-PID boundary by Tarrant Regional Water District, Tarrant County College District, Tarrant County, and City of Fort Worth is a special circumstance. Through Panther Island Vision 2.0, the public property owners and other stakeholders have collaborated on a development strategy and anticipate that the value and future disposition of these properties will benefit from the creation of an O-PID. As a result, voluntary Participation Agreements of the Public Entities are proposed. The Tarrant Regional Water District Board approved their participation on March 25, 2025, and ratified on November 18, 2025, with an estimated $136,318 annual contribution. The City approved their participation on March 10, 2026, with an estimated $662 contribution. Tarrant County and Tarrant County College are being asked to consider similar commitments based on landholdings.

The current interim state of development and schedules for construction of public infrastructure require an implementation strategy to avoid unduly burdening the existing properties with the most significant improvements. As a result, the petition for creation includes a ramp up strategy for the assessment rate as follows:

Threshold	Levy Limit (Per $100 valuation)	Anticipated FY
N/A	2 cents	N/A
TRWD contract authorization for Canal C Phase 1	5 cents	FY 2027
$50M in private development delivered	16.5 cents	FY 2029

All other public property owners have agreed to voluntarily contribute at the full maximum rate of $0.165 beginning in FY2026, in advance of the City Council assessment. This rate would continue in FY2027 and 2028 and revert to the adopted assessment thereafter unless otherwise agreed at that time.

This will allow establishment of the reserve, governance, litter abatement, initial landscaping and signage, and activation. Tarrant County will have a seat on the PID Advisory Board that will provide stakeholder input to service plans and budgets. TRWD will serve as the PID manager for at least the initial year with long-term governance to be established thereafter.

The District Attorney's Office has reviewed this agreement as to form.

FISCAL IMPACT

Tarrant County’s annual contribution is expected to be approximately $787.00. Funding is available in T2600-2026 Unclaimed Electric Cooperative Credit/1140100000 Non-Departmental/569011 Professional Services

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Panther Island PID Participation Agreement - TC revised.pdf
Exhibit A.pdf

PARTICIPATION AGREEMENT TO PAY ASSESSMENTS - PUBLIC IMPROVEMENT DISTRICT NUMBER 23, CITY OF FORT WORTH, TEXAS

(Panther Island O-PID)

This **PARTICIPATION AGREEMENT TO PAY ASSESSMENTS - PUBLIC IMPROVEMENT DISTRICT NUMBER 23, CITY OF FORT WORTH, TEXAS** (**"Agreement"**) is entered into by and between the **CITY OF FORT WORTH, TEXAS** (**"City"**), a Texas home-rule municipal corporation, and **TARRANT COUNTY** (**"County"**), a Texas _____. The City and County may each be referred to herein individually as a party and collectively as the parties.

Recitals

A. The City and County, in conjunction with private landowners, are cooperatively pursuing creation of an operating public improvement district ("**O-PID**") in accordance with the Public Improvement District Assessment Act, Texas Local Government Code Chapter 372 (the "**Act**"), and with the City's Policy for Operating Public Improvements Districts ("**O-PID Policy**"), to undertake identified public improvement projects conferring special benefit on the definable part of the City generally known as Panther Island ("**Panther Island O-PID**" or "**O-PID**"), with the understanding that creation and operation of such O-PID shall be contingent on, and subject to, City Council approval and the adoption of a governing Resolution ("**O-PID Resolution**").

B. Establishment of the Panther Island O-PID will finance and pay for construction and maintenance of public improvements within and specially benefitting the O-PID, at least in part, through special assessments on taxable real property contained in the O-PID, with such improvements anticipated to spur and accelerate development of property in the Panther Island O-PID, increasing values and tax revenues for both the City and the County along with other benefits to the parties and the public.

C. Under the Act and authorities construing the same, the properties liable for paying assessment must be specially benefitted by PID-funded improvements.

D. Pursuant to the Texas Constitution, personal or real property owned by County is not subject to state or local taxation, but Section 372.014(b) of the Act allows exempt jurisdictions, such as County, to pay special assessments by contract.

E. County owns real property located within boundaries of the Panther Island O-PID and desires to have its real property benefit from the O-PID-funded public improvements. It therefore agrees to pay special assessments related to the Panther Island O-PID through a contract with the City as allowed under the Act.

NOW, THEREFORE, for and in consideration of the mutual agreements and conditions set forth herein, the sufficiency of which is hereby acknowledged, the City and County do contract, covenant and agree as follows:

1. INCORPORATION OF RECITALS.

The parties agree that the recitals set forth above are true and correct and form the basis upon which they have entered into this Agreement.

2. MANAGEMENT, OPERATION, ADMINISTRATION OF PANTHER ISLAND O-PID BY CITY.

A. Conformance with the Act and O-PID Policy. The Panther Island PID will be managed, operated, and administered by the City, directly or through a contracted third party, in accordance with the Act.

B. Voluntary Contribution Established by this Agreement for FY2026 Only..

i. For FY2026 only, County agrees to pay to the O-PID a voluntary contribution of $0.165 per $100 in valuation on all real property that it owns within the boundaries in lieu of assessments provided the City's Council has approved and adopted the O-PID Resolution before June 1, 2026.

ii. The FY2026 contribution shall be determined and invoiced in accordance with Section 2.C.

C. County Assessments After the Adoption of the O-PID Resolution are Established by the Agreement.

i. County agrees to pay assessment on all real property that it owns within the boundaries of the O-PID in amounts calculated as though such real property were subject to taxation, with the process for determining and collecting such assessments set forth in this Section 2.C. which governs the calculation and collection of assessments for County as a tax-exempt property owner.

ii. Calculation of County's assessment shall be determined annually by multiplying the assessment rate by the value of each parcel of County property as detailed below except for FY2027 and 2028 where the

assessment rate for County shall be $0.165 per $100 irrespective of the rate established by the City's Council.

iii. Thereafter, unless agreed otherwise in writing, the assessment rate for County shall be the same as that applicable to taxable property within the O-PID and reflect the rate established by City Council each year in approval of the then-current service and assessment plan for the Panther Island O-PID ("**Assessment Rate**"), provided however, that the rate may not be greater than the not-to-exceed assessment rate reflected in the O-PID Resolution.

iv. For purposes of calculating assessments on County, City staff will use the total market value of each County-owned tract as shown on the appraisal records of the Tarrant Appraisal District (the "**TAD Market Value**"). A list of each County-owned parcel of real property within the O-PID and subject to assessment is attached a "**Exhibit A**" which is incorporated herein ("**County Tracts**").

v. It is anticipated that County may sell one of or more of the County Tracts during the term of this Agreement. Only those parcels owned by County as of January 1 of the year in which assessments are being calculated and billed will be subject to assessment under this Agreement. To the extent a former County Tract is owned by a non-exempt party as of January 1, such new owner shall be liable for assessment in accordance with the O-PID Ordinance and the then-current service and assessment plan for the O-PID. Nothing in this Agreement will preclude County and any buyer of a County Tract from allocating the assessment on a pro rata basis for the year of sale.

vi. On October 1 of each year (or as soon thereafter as practicable), City staff will send an assessment invoice to County with the invoice designed to show value and assessment information for all County Tracts broken out on a parcel-by-parcel basis. Payment of the invoice shall be due in accordance with the same deadlines and other general terms applicable to invoices issued by and payable to the Tarrant County Assessor Collector, provided, however, that payment shall be made directly to the City.

vii. Payments received under this Agreement will be deposited by the City to a fund or account dedicated solely for the benefit of the Panther Island O-PID.

viii. In the event of non-payment of assessments by County, the City shall give written notice of the non-payment to County. If the non-payment is not cured with sixty (60) days of receipt of written notice, then the City may institute a breach of contract action against County for collection of the unpaid assessments. Further, County agrees to waive both its immunity to suit and immunity to liability solely for the limited purpose of the City to collect any unpaid assessments.

3. TERM.

This Agreement shall take effect on the date as of which both parties have executed it and shall expire on the expiration or termination of the Panther Island O-PID, unless this Agreement is terminated earlier as provided herein.

4. TERMINATION.

A. The parties acknowledge and agree that proper budgeting for the improvements within the O-PID requires advance planning and that limitation of termination rights hereunder is therefore reasonable.

B. Because assessments are calculated based on ownership and values as of January 1 each year, but invoices do not issue until October 1 for that same year, either party may terminate this Agreement with respect to the then-current year by providing written notice on or before April 1, in order to afford 180 days' notice prior to the commencement of the O-PID's fiscal year and issuance of invoices. If notice of termination is provided after April 1, such notice shall be considered to take effect as of January 1 of the immediately succeeding year. In the event County terminates this Agreement, County will, at the same time written notice is given to the City, provide copies of the aforementioned written notice of termination to (i) each member of the any advisory board, should one exist, and (ii) the management company of the Panther Island O-PID, should one be in operation.

C. Effect of Termination. Termination shall not reduce or absolve County's liability for payment of assessment invoices preceding the date of County's termination notice, and County's shall be entitled to benefits of the O-PID through the effective date of termination.

5. RESPONSIBILITY FOR ACTS.

The City and the County shall each be responsible for the sole negligent acts of their officers, agents, employees or separate contractors. In the event of joint and concurrent negligence of both the City and the County, responsibility, if any, shall be

apportioned proportionately based on each party's relative fault as determined by a court of competent jurisdiction. Unless otherwise explicitly provided herein, neither party waives any governmental powers or immunities or any other defenses available to each individually.

6. NOTICES.

All written notices called for or required by this Agreement shall be addressed to the following, or such other party or address as either party may subsequently designate in writing, by certified mail, postage prepaid, or by hand delivery:

City:	**County :**
City of Fort Worth Attn: City Manager 100 Fort Worth Trail Fort Worth, Texas 76102	Tarrant County Attn: County Administrator PO Box 9061011 Fort Worth, Texas 76102

with copies to:

_____

7. NO WAIVER.

The failure of either party to insist upon the performance of any term or provision of this Agreement or to exercise any right granted hereunder shall not constitute a waiver of that party's right to insist upon appropriate performance or to assert any such right on any future occasion.

8. VENUE AND JURISDICTION.

If any action, whether real or asserted, at law or in equity, arises on the basis of any provision of this Agreement, venue for such action shall lie in state courts located in Tarrant County, Texas or in the United States District Court for the Northern District of Texas – Fort Worth Division. This Agreement shall be construed in accordance with the laws of the State of Texas.

9. NO THIRD-PARTY RIGHTS.

The provisions and conditions of this Agreement are solely for the benefit of the City and the County and are not intended to create any rights, contractual or otherwise, to any other person or entity.

10. FORCE MAJEURE.

The parties shall exercise every reasonable effort to meet their respective obligations as set forth in this Agreement, but shall not be held liable for any delay in or omission of performance due to force majeure or other causes beyond their reasonable control, including, but not limited to, compliance with any government law, ordinance or regulation, acts of God, acts of omission, fires, strikes, lockouts, national disasters, wars, riots, material or labor restrictions, transportation problems and/or any other cause beyond the reasonable control of either party.

11. REVIEW OF COUNSEL.

The parties acknowledge that each party and its counsel have had the opportunity to review and revise this Agreement and agree that, in the event of any dispute over the meaning or application of any provision of this Agreement, this Agreement shall be interpreted fairly and reasonably, and neither more strongly for or against any party, regardless of the actual drafter of this Agreement.

12. CAPTIONS.

Captions and headings used in this Agreement are for reference purposes only and shall not be deemed a part of this Agreement.

13. ELECTRONIC SIGNATURES.

This Agreement may be executed by electronic signature, which will be considered as an original signature for all purposes and have the same force and effect as an original signature. For these purposes, “electronic signature” means electronically scanned and transmitted versions (e.g. via email or other electronic transmission) of an original signature, or signatures electronically inserted via software such as Adobe Sign.

14. COUNTERPARTS.

This Agreement may be executed in multiple counterparts, each of which shall be considered an original, but all of which shall constitute one instrument.

15. ENTIRETY OF AGREEMENT.

This Agreement, including any exhibits attached hereto and any documents incorporated herein by reference, contains the entire understanding and agreement between the City and the County as to the matters contained herein. Any prior or contemporaneous oral or written agreement is hereby declared null and void to the extent in conflict with any provision of this Agreement. Notwithstanding anything to the contrary herein, this Agreement shall not be amended unless executed in writing by both parties and approved by the City Council of the City in an open meeting held in accordance with Chapter 551 of the Texas Government Code.

THIS SPACE LEFT BLANK INTENTIONALLY. SIGNATURE BLOCKS AND EXHIBITS FOLLOW.

EXECUTED AND EFFECTIVE as of the later date below:

CITY:

CITY OF FORT WORTH, a Texas home-rule municipal corporation

By: _____
Signature

_____
Printed Name

_____
Title

Signed on the _____ day of _____ , 2026.

County:

Tarrant County, a political subdivision of the State of Texas

By:
Separate Electronic Signature Page
Tim O'Hare
County Judge

Signed on the _____ day of _____ , 2026.

APPROVED AS TO FORM:

Separate Electronic Signature Page
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

APPROVAL RECOMMENDED:

_____
Signature

By: _____
Printed Name

_____
Title

APPROVED AS TO FORM AND LEGALITY:

By: _____
Asst. City Atty.

Contract Authorization
M&C:_____
Form 1295:_____

CONTRACT COMPLIANCE MANAGER:

By signing, I acknowledge that I am the person responsible for the monitoring and administration of this contract, including all performance and reporting requirements.

_____
Signature

By: _____
Printed Name

_____
Title

CITY SECRETARY:

By: _____
Janette S. Goodall, City Secretary

Exhibit A - Real Property Subject to Assessment

AccountNumber	TaxYear	Situs	LegalDescr	Owner	Total Market	Total Appraised	Taxable	Total Acres
06149588	2024	900 N COMMERCE ST	NORTH FORT WORTH Block E	TARRANT COUNTY OF	440,850	440,850	-	0.6887

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 22

Department: Auditor	**Prepared By:** Alisha Carr	**Approved By:** Kimberly Buchanan

SUBJECT:

Receive and File the Single Audit Report for the Fiscal Year Ended September 30, 2025

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court receive and file the Single Audit Report for Fiscal Year Ended September 30, 2025.

BACKGROUND

On April 14, 2026, the Commissioners Court received and filed the Annual Financial Audit for FY 2025, conducted by Weaver and Tidwell, LLP. The Single Audit Report, which covers federal and state grant programs, is attached and was issued later as is customary due to additional compliance testing requirements.

FISCAL IMPACT

There is no direct fiscal impact for this item.

Attachments

Tarrant County Single Audit - FINAL.pdf

Tarrant County, Texas

Single Audit Reports
September 30, 2025

weaver
Assurance • Tax • Advisory

C O N T E N T S

Page

Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* 1

Independent Auditor's Report on Compliance for Each Major Federal and State Program; Report on Internal Control over Compliance; and Report on Schedule of Expenditures of Federal and State Awards Required by the Uniform Guidance and the Texas Grant Management Standards 3

Schedule of Expenditures of Federal and State Awards 6

Notes to the Schedule of Expenditures of Federal Awards 15

Notes to the Schedule of Expenditures of State Awards 16

Schedule of Findings and Questioned Costs 17

2821 West 7th Street, Suite 700
Fort Worth, Texas 76107
817-332-7905

Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

The Honorable County Judge and Commissioners Court
Tarrant County, Texas

We have audited in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Tarrant County, Texas (the County) as of and for the year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise the County's basic financial statements, and have issued our report thereon dated March 12, 2026. Our report includes a reference to other auditors who audited the financial statements of the Tarrant County Hospital District (TCHD) and the My Health My Resources of Tarrant County (MHMRTC), as described in our report on the County's financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the County's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control. Accordingly, we do not express an opinion on the effectiveness of the County's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the County's financial statements will not be prevented or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the County's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards.*

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the County's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Weaver and Tidwell, L.L.P.

WEAVER AND TIDWELL, L.L.P.

Fort Worth, Texas
March 12, 2026

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Independent Auditor's Report on Compliance for Each Major Federal and State Program; Report on Internal Control over Compliance; and Report on the Schedule of Expenditures of Federal and State Awards Required by the Uniform Guidance and Texas Grant Management Standards

The Honorable County Judge and Commissioners Court
Tarrant County, Texas

Report on Compliance for Each Major Federal and State Program

Opinion on Each Major Federal and State Program

We have audited Tarrant County's (the County)'s compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* and the Texas Grant Management Standards (TxGMS) that could have a direct and material effect on each of the County's major federal and state programs for the year ended September 30, 2025. The County's major federal and state programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the County complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal and state programs for the year ended September 30, 2025.

Basis for Opinion on Each Major Federal and State Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); and TxGMS. Our responsibilities under those standards, the Uniform Guidance, and TxGMS are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the County and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal and state program. Our audit does not provide a legal determination of the County's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the County's federal and state programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the County's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, the Uniform Guidance, and TxGMS will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the County's compliance with the requirements of each major federal and state program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, the Uniform Guidance, and TxGMS we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the County's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the County's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance and TxGMS, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or state program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal or state program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal or state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and TxGMS. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal and State Awards Required by the Uniform Guidance and TxGMS

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the County, as of and for the year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise the County's basic financial statements. We issued our report thereon dated March 12, 2026, which contained unmodified opinions on those financial statements. Our report includes reference to other auditors who audited the financial statements of the Tarrant County Hospital District and My Health My Resources of Tarrant County, which represent all of the aggregate discretely presented component units, as described in our report on the County's basic financial statements.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statement. The accompanying schedule of expenditures of federal and state awards is presented for purposes of additional analysis as required by the Uniform Guidance and TxGMS and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal and state awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Weaver and Tidwell, L.L.P.

WEAVER AND TIDWELL, L.L.P.

Fort Worth, Texas
May 6, 2026

Tarrant County, Texas

Schedule of Expenditures of Federal and State Awards

Year Ended September 30, 2025

Federal Grantor/ Pass-Through Grantor Program Title	Assistance Listing Number	Grant/Contract Number	Federal Expenditures	Federal Amounts Passed-Through to Subrecipients
U.S. DEPARTMENT OF AGRICULTURE				
Child Nutrition Cluster				
National School Lunch Program	10.555	NT4XL1YGLGC5	$ 353,399	$ -
Total Child Nutrition Cluster			353,399	-
Special Supplemental Nutrition Program for Women, Infants and Children				
Pass-Through from Texas Health and Human Services Commission	10.557	HHS000806700001	523	-
Pass-Through from Texas Health and Human Services Commission	10.557	HHS000806700001	7,108,247	-
Total ALN 10.557			7,108,770	-
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program				
SNAP Cluster				
Pass-Through from Texas Health and Human Services Commission	10.561	HHS000806700001	23,104	-
Total SNAP Cluster			23,104	-
Total U.S. Department of Agriculture			7,485,273	-
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT				
CDBG Cluster Entitlement/Special Purpose Grants				
Community Development Block Grants/Entitlement Grants	14.218	B-11-UC-48-0001	1,085	
Community Development Block Grants/Entitlement Grants	14.218	B-12-UC-48-0001	21,207	
Community Development Block Grants/Entitlement Grants	14.218	B-13-UC-48-0001	(155,230)	
Community Development Block Grants/Entitlement Grants	14.218	B-14-UC-48-0001	(29,700)	
Community Development Block Grants/Entitlement Grants	14.218	B-15-UC-48-0001	100,808	
Community Development Block Grants/Entitlement Grants	14.218	B-16-UC-48-0001	132,776	
Community Development Block Grants/Entitlement Grants	14.218	B-17-UC-48-0001	(396,136)	
Community Development Block Grants/Entitlement Grants	14.218	B-18-UC-48-0001	68,798	
Community Development Block Grants/Entitlement Grants	14.218	B-19-UC-48-0001	107,102	
Community Development Block Grants/Entitlement Grants	14.218	B-20-UC-48-0001	124,979	
Community Development Block Grants/Entitlement Grants - 47thYear	14.218	B-21-UC-48-0001	53,123	-
Community Development Block Grants/Entitlement Grants - 48thYear	14.218	B-22-UC-48-0001	147,884	-
Community Development Block Grants/Entitlement Grants - 49thYear	14.218	B-23-UC-48-0001	1,199,725	-
Community Development Block Grants/Entitlement Grants - 50thYear	14.218	B-24-UC-48-0001	947,938	41,038
COVID-19 Community Development Block Grants/Entitlement Grants - 46thYear	14.218	B20-UW-48-0001	576,422	-
Total CDBG Cluster Entitlement/Special Purpose Grants			2,900,781	41,038
Emergency Solutions Grant Program - 48th Year	14.231	E-22-UC-48-0001	1,348	1,043
Emergency Solutions Grant Program - 49th Year	14.231	E-23-UC-48-0001	246,674	152,483
COVID-19 Emergency Solutions Grant Program - 46th Year	14.231	E-20-UW-48-0001	(4)	-
Total ALN 14.231			248,018	153,526

See Accompanying Notes to the Schedule of Expenditures of Federal and State Awards.

Tarrant County, Texas

Schedule of Expenditures of Federal and State Awards
Year Ended September 30, 2025

Federal Grantor/ Pass-Through Grantor Program Title	Assistance Listing Number	Grant/Contract Number	Federal Expenditures	Federal Amounts Passed-Through to Subrecipients
Continuum of Care Program	14.267	TX0114L6T012316	193,444	187,509
Continuum of Care Program	14.267	TX0114L6T012417	1,649	-
Continuum of Care Program	14.267	TX0093L9T012316	134,860	128,718
Continuum of Care Program	14.267	TX0093L6T012417	182,920	171,946
Continuum of Care Program	14.267	TX0115L6T012115	27,219	27,131
Continuum of Care Program	14.267	TX0116L6T012215	12,502	12,502
Continuum of Care Program	14.267	TX0116L6T012316	201,632	193,024
Continuum of Care Program	14.267	TX0116L6T012417	1,093	-
Continuum of Care Program	14.267	TX0113L6T012215	(72)	-
Continuum of Care Program	14.267	TX0093L6T012316	783,292	557,194
Continuum of Care Program	14.267	TX0113L6T012417	595,263	405,952
Continuum of Care Program	14.267	TX0287L6T012211	44,959	44,521
Continuum of Care Program	14.267	TX0287L6T012312	394,861	379,920
Continuum of Care Program	14.267	TX0259L6T012211	16,456	16,158
Continuum of Care Program	14.267	TX0259L6T012312	84,749	79,729
Continuum of Care Program	14.267	TX0321L6T012210	14,744	14,349
Continuum of Care Program	14.267	TX0321L6T012311	127,539	121,282
Continuum of Care Program	14.267	TX0418L6T012206	59,259	57,768
Continuum of Care Program	14.267	TX0418L6T012307	497,723	468,058
Continuum of Care Program	14.267	TX0447L6T012206	51,284	49,679
Continuum of Care Program	14.267	TX0447L6T012307	626,871	604,220
Continuum of Care Program	14.267	TX0727L6T012300	152,369	139,942
Continuum of Care Program	14.267	TX0727L6T012401	1,345	-
Continuum of Care Program	14.267	TX0320C6T011100	1,456	-
Continuum of Care Program	14.267	TX0320L6T011601	(3,950)	-
Continuum of Care Program	14.267	TX0320L6T011702	(2,009)	-
Continuum of Care Program	14.267	TX0320L6T011803	(32,374)	-
Continuum of Care Program	14.267	TX0320L6T011904	3,938	-
Continuum of Care Program	14.267	TX0320L6T012005	27,312	-
Continuum of Care Program	14.267	TX0320L6T012106	(826)	-
Continuum of Care Program	14.267	TX0320L6T012207	(14,276)	-
Continuum of Care Program	14.267	TX0320L6T012308	84,055	-
Continuum of Care Program	14.267	TX0320L6T012409	18,664	-
Total ALN 14.267			4,287,951	3,659,602
COVID-19 Home Investment Partnerships Program - ARP	14.239	M21-DP-48-0200	1,329,404	1,120,153
HUD- Home Investment Partnership Act - 31st Year	14.239	M22-DC480-200	318,555	-
HUD- Home Investment Partnership Act - 32nd Year	14.239	M23-DC-48-0200	119,746	-
Total ALN 14.239			1,767,705	1,120,153
Housing Opportunities for Persons with AIDS	14.241	TX-H20-0024-00	(1,938)	(1,113)
Housing Opportunities for Persons with AIDS	14.241	M22-DC-48-0200	120,172	110,374
Pass-Through from Texas Department of State Health Services	14.241	HHS001317100005	265,950	256,074
Total ALN 14.241			384,184	365,335

See Accompanying Notes to the Schedule of Expenditures of Federal and State Awards.

Tarrant County, Texas

Schedule of Expenditures of Federal and State Awards
Year Ended September 30, 2025

Federal Grantor/ Pass-Through Grantor Program Title	Assistance Listing Number	Grant/Contract Number	Federal Expenditures	Federal Amounts Passed-Through to Subrecipients
Housing Voucher Cluster				
Section 8 Housing Choice Vouchers - Administrative Reserve (Post-FY2004)	14.871	TX431AFHV03	40,794	-
COVID-19 Section 8 Housing Choice Vouchers - Emergency Housing Voucher Program	14.871	TX431EH0001	1,379,190	-
Section 8 Housing Choice Vouchers - Fostering Youth Independence	14.871	TX431VO	65,931	-
Section 8 Housing Choice Vouchers - Fostering Youth Independence	14.871	TX431VO	246,234	-
Section 8 Housing Choice Vouchers - Administration	14.871	TX21V431000082	(75)	-
Section 8 Housing Choice Vouchers - Administration	14.871	TX21V431000082	(167)	-
Section 8 Housing Choice Vouchers - Administration	14.871	TX21V431000082	(82)	-
Section 8 Housing Choice Vouchers - Administration	14.871	TX21V431000082	565,421	-
Section 8 Housing Choice Vouchers - Administration	14.871	TX21V431000082	1,740,550	-
Section 8 Housing Choice Vouchers - Portability	14.871	TX21V431000082	2,426,455	-
Section 8 Housing Choice Vouchers	14.871	TX21V431000082	492	-
Section 8 Housing Choice Vouchers	14.871	TX21V431000082	(5,295)	-
Section 8 Housing Choice Vouchers	14.871	TX21V431000082	7,635	-
Section 8 Housing Choice Vouchers	14.871	TX21V431000082	9,138,226	-
Section 8 Housing Choice Vouchers	14.871	TX21V431000082	28,526,066	-
Section 8 Housing Choice Vouchers	14.871	TX431VO0307	15	-
Section 8 Housing - Mainstream	14.879	TX431DV0001	(36)	-
Section 8 Housing - Mainstream	14.879	TX431DV0001	(18)	-
Section 8 Housing - Mainstream	14.879	TX431DV0001	80	-
Section 8 Housing - Mainstream	14.879	TX431DV0001	643,270	-
Section 8 Housing - Mainstream	14.879	TX431DV0001	1,966,776	-
Section 8 Housing - Mainstream	14.879	TX431DV0001	34,781	-
Section 8 Housing - Mainstream	14.879	TX431DV0001	104,935	-
Total Housing Voucher Cluster			46,881,178	-
Family Self-Sufficiency Program (CY22)	14.896	FSS23TX542001	78,330	-
Family Self-Sufficiency Program (CY22)	14.896	FSS23TX542001	226,902	-
Total ALN 14.896			305,232	-
Total U.S. Department of Housing and Urban Development			56,775,049	5,339,654
U.S. DEPARTMENT OF JUSTICE				
Missing and Unidentified Human Remains (MUHR) Program	16.050	15PBJA-23-GG-00826-MISP	175,449	-
Total ALN 16.050			175,449	-
Services for Trafficking Victims	16.320	15POVC-23-GK-02747-HT	226,455	27,421
Total ALN 16.320			226,455	27,421
Missing Children's Assistance				
Pass-Through from City of Dallas Police Department	16.543	15PJDP-22-GK-04883-MECP	15,887	-
Pass-Through from City of Dallas Police Department	16.543	15PJDP-22-GK-04883-MECP	(30)	-
Pass-Through from City of Dallas Police Department	16.543	15PJDP-22-GK-04883-MECP	6,669	-
Total ALN 16.543			22,526	-
Crime Victim Assistance				
Pass-Through from Texas Office of the Governor, CJD	16.575	3344807	383,665	-
Total ALN 16.575			383,665	-
Violence Against Women Formula Grants				
Pass-Through from Texas Office of the Governor, CJD	16.588	3101809	79,070	-
Pass-Through from Texas Office of the Governor, CJD	16.588	3101810	19,563	-
Total ALN 16.588			98,633	-

See Accompanying Notes to the Schedule of Expenditures of Federal and State Awards.

Tarrant County, Texas

Schedule of Expenditures of Federal and State Awards

Year Ended September 30, 2025

Federal Grantor/ Pass-Through Grantor Program Title	Assistance Listing Number	Grant/Contract Number	Federal Expenditures	Federal Amounts Passed-Through to Subrecipients
State Criminal Alien Assistance Program (S.C.A.A.P.)	16.606	15PBJA-24-RR-05974-SCAA	390,827	-
Total ALN 16.606			390,827	-
Edward Byrne Memorial Justice Assistance Grant Program				
Pass-Through from the City of Fort Worth, Texas	16.738	15PBJA-22-GG-02085-JAGX	17,251	17,251
Pass-Through from the City of Fort Worth, Texas	16.738	15PBJA-23-GG-03844-JAGX	157,755	157,755
Pass-Through from the City of Fort Worth, Texas	16.738	15PBJA-24-GG-05349-JAGX	7,700	7,700
Total ALN 16.738			182,706	182,706
DNA Backlog Reduction Program	16.741	15PBJA-22-GG-01583-DNAX	210,361	-
DNA Backlog Reduction Program	16.741	15PBJA-23-GG-01368-DNAX	139,920	-
DNA Backlog Reduction Program	16.741	15PBJA-24-GG-02735-DNAX	228,742	-
Total ALN 16.741			579,023	-
Comprehensive Opioid, Stimulant, and Substance Use Program (COSSUP)				
Pass-Through from The Community Resources for Justice Inc.	16.838	15PBJA-22-GK-04589-MUMU	150,000	-
Total ALN 16.838			150,000	
Equitable Sharing Program (Asset Forfeiture Funds)- District Attorney	16.922	N/A	3,186	
Equitable Sharing Program (Asset Forfeiture Funds)- Sheriff	16.922	N/A	183,920	
Total ALN 16.922			187,106	-
Total U.S. Department of Justice			2,396,390	210,127
U.S. DEPARTMENT OF TRANSPORTATION				
Highway Planning & Construction - Courtesy Patrol Program				
Pass-Through from Texas Department of Transportation	20.205	02-2XXF5001	707	-
Pass-Through from Texas Department of Transportation	20.205	02-2XXF5001	1,919,556	
Pass-Through from Texas Department of Transportation	20.205	02-2XXF5001	133,341	-
Total ALN 20.205			2,053,604	-
Total U.S. Department of Transportation			2,053,604	-
U.S. DEPARTMENT OF THE TREASURY				
Equitable Sharing Program (Asset Forfeiture Funds)- Sheriff	21.016	N/A	148,426	-
Total ALN 21.016			148,426	-
COVID-19 Emergency Rental Assistance Program	21.023	ERA2-0362	3,977,887	4,000,000
Total ALN 21.023			3,977,887	4,000,000
COVID-19 American Rescue Plan	21.027	SLT-0532	67,327,924	32,940,959
COVID-19 Pass-Through from Office of Court Administration	21.027	CO# 139570	261,841	-
Total ALN 21.027			67,589,765	32,940,959
Total U.S. Department of The Treasury			71,716,078	36,940,959
U.S. DEPARTMENT OF ENERGY				
Energy Efficiency and Conservation Block Grant Program	81.128	DE-SE0000408	100,640	-
Total ALN 81.128			100,640	-
Total U.S. Department of Energy			100,640	-
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES				
Medical Reserve Corps Small Grant Program				
Pass-Through from NACCHO	93.008	MRC-17-0156	1	-
Pass-Through from NACCHO	93.008	MRC-22-0155	1	-
Pass-Through from NACCHO	93.008	MRC RISE 22 UNIT 0155	19,218	-
Pass-Through from Texas Department of State Health Services	93.008	HHS001409300016	17,232	-
Total ALN 93.008			36,452	-

See Accompanying Notes to the Schedule of Expenditures of Federal and State Awards.

Tarrant County, Texas

Schedule of Expenditures of Federal and State Awards

Year Ended September 30, 2025

Federal Grantor/ Pass-Through Grantor Program Title	Assistance Listing Number	Grant/Contract Number	Federal Expenditures	Federal Amounts Passed-Through to Subrecipients
Public Health Emergency Preparedness				
Pass-Through from Texas Department of State Health Services	93.069	537-18-0113-00001-07	(306)	-
Pass-Through from Texas Department of State Health Services	93.069	HHS001439000003	134,691	-
Pass-Through from Texas Department of State Health Services	93.069	HHS001439000003	28,828	-
Pass-Through from Texas Department of State Health Services	93.069	HHS001311200012	(184)	-
Pass-Through from Texas Department of State Health Services	93.069	HHS001439500012	857,258	-
Pass-Through from Texas Department of State Health Services	93.069	HHS001439500012	201,505	-
Pass-Through from Texas Department of State Health Services	93.069	HHS001439300006	174,438	-
Pass-Through from Texas Department of State Health Services	93.069	HHS001439300006	54,004	
Total ALN 93.069			1,450,234	-
Project Grants and Cooperative Agreements for Tuberculosis Control Programs				
Pass-Through from Texas Department of State Health Services	93.116	HHS001096400025	(183)	-
Pass-Through from Texas Department of State Health Services	93.116	HHS001437400026-01	264,437	-
Pass-Through from Texas Department of State Health Services	93.116	HHS001437400026-02	29,440	-
Total ALN 93.116			293,694	-
Coordinated Services & Access to Research for Women, Infants, Children and Youth	93.153	5 H12HA24819-12-00	468,861	403,244
Coordinated Services & Access to Research for Women, Infants, Children and Youth	93.153	5 H12HA24819-13-00	43,896	30,268
Total ALN 93.153			512,757	433,512
Immunization Cooperative Agreements				
Pass-Through from Texas Department of State Health Services	93.268	HHS001331300048	(221)	-
Pass-Through from Texas Department of State Health Services	93.268	HHS001331300048	502,497	-
Pass-Through from Texas Department of State Health Services	93.268	HHS001331300048	57,906	-
COVID-19 Pass-Through from Texas Department of State Health Services	93.268	HHS001019500030	1,005,600	-
COVID-19 Pass-Through from Texas Department of State Health Services	93.268	HHS001019500030-1	846,943	-
Total ALN 93.268			2,412,725	-
CSELS Partnership: Strengthening Public Health Laboratories				
Pass-Through from The Association of Public Health Laboratories	93.322	56300-250-702-2203	2,050	-
Total ALN 93.322			2,050	-
Epidemiology and Laboratory Capacity for Infectious Diseases				
COVID-19 Pass-Through from Texas Department of State Health Services	93.323.119	HHS000812700030	567,042	-
Total ALN 93.323			567,042	-
COVID-19 Activities to Support STLT Health Department Response to				
Public Health or Healthcare Crises	93.391	1 NH75OT000054-01-00	1,008,536	43,434
Total ALN 93.391			1,008,536	43,434
Promoting Safe and Stable Families				
Pass-Through from Texas Department of Family and Protective Services	93.556	HHS000841700005	92,632	68,456
Total ALN 93.556			92,632	68,456
Temporary Assistance for Needy Families				
477 Cluster				
Pass-Through from Texas Health and Human Services Commission	93.558	HHS000791900002	600,208	-
Pass-Through from Texas Health and Human Services Commission	93.558	HHS000791900002	76,465	-
Total 477 Cluster			676,673	-
Refugee and Entrant Assistance-State Administered Programs				
Pass-Through from U.S. Committee for Refugees and Immigrants	93.566	2022-TARTX-06	218	-
Pass-Through from U.S. Committee for Refugees and Immigrants	93.566	2024-TARTX-08	(5,633)	-
Pass-Through from U.S. Committee for Refugees and Immigrants	93.566	FY2025-TARTX-09	1,122,729	-
Total ALN 93.566			1,117,314	-
Community-Based Child Abuse Prevention Grants				
COVID-19 Pass-Through from Texas Health and Human Services Commission	93.590	HHS000841700005	(392)	-
COVID-19 Pass-Through from Texas Health and Human Services Commission	93.590	HHS000841700005	135,997	131,000
Total ALN 93.590			135,605	131,000

See Accompanying Notes to the Schedule of Expenditures of Federal and State Awards.

Tarrant County, Texas

Schedule of Expenditures of Federal and State Awards

Year Ended September 30, 2025

Federal Grantor/ Pass-Through Grantor Program Title	Assistance Listing Number	Grant/Contract Number	Federal Expenditures	Federal Amounts Passed-Through to Subrecipients
Grants to States for Access and Visitation Programs				
Pass-Through from Texas Office of the Attorney General	93.597	21-C0005	(144)	-
Pass-Through from Texas Office of the Attorney General	93.597	21-C0005	144	-
Pass-Through from Texas Office of the Attorney General	93.597	C-01384	65,600	-
Total ALN 93.597			65,600	-
Foster Care Title IV-E				
Pass-Through from Texas Department of Family and Protective Services (CPS)	93.658	23941254	67,304	-
Pass-Through from Texas Department of Family and Protective Services (DA)	93.658	23941256	414,861	-
Total ALN 93.658			482,165	-
Ending the HIV Epidemic: A Plan for America - Ryan White HIV/AIDS Program Parts A and B	93.686	5 UT8HA33961-04-00	(14,536)	-
Ending the HIV Epidemic: A Plan for America - Ryan White HIV/AIDS Program Parts A and B	93.686	5 UT8HA33961-05-00	1,456,337	858,375
Ending the HIV Epidemic: A Plan for America - Ryan White HIV/AIDS Program Parts A and B	93.686	2 UT8HA33961-06-00	1,020,140	738,481
Total ALN 93.686			2,461,941	1,596,856
Medicaid Administrative Claiming (MAC)				
Medicaid Cluster				
Pass-Through from Texas Health and Human Services Commission	93.778	HHS000537900074-01	686,872	-
Total Medicaid Cluster			686,872	-
HIV Emergency Relief Project Grants	93.914	5 H89HA00047-28-00	(1,586)	(1,509)
HIV Emergency Relief Project Grants	93.914	5 H89HA00047-29-00	2,662,843	2,023,008
HIV Emergency Relief Project Grants	93.914	2 H89HA00047-30-00	2,456,393	1,971,455
Total ALN 93.914			5,117,650	3,992,954
HIV Care Formula Grants (Ryan White Part B)				
Pass-Through from Texas Department of State Health Services	93.917	HHS001122200005	(1,109)	(1,043)
Pass-Through from Texas Department of State Health Services	93.917	HHS001122200005-01	482,117	339,211
Pass-Through from Texas Department of State Health Services	93.917	HHS001122200005-02	330,768	257,751
Total ALN 93.917			811,776	595,919
Grants to Provide Outpatient Early Intervention Services with Respect to HIV Disease	93.918	5 H76HA00123-33-00	258,120	219,904
Grants to Provide Outpatient Early Intervention Services with Respect to HIV Disease	93.918	2 H76HA00123-34-00	418,343	366,970
Total ALN 93.918			676,463	586,874
HIV Prevention Activities- Health Department Based				
Pass-Through from Texas Department of State Health Services	93.940	HHS000284500001	22,379	-
Pass-Through from Texas Department of State Health Services	93.940	HHS001538200001	57,091	-
Pass-Through from Texas Department of State Health Services	93.940	HHS001538200001	38	-
Pass-Through from Texas Department of State Health Services	93.940	HHS001546100004	50,000	-
Pass-Through from Texas Department of State Health Services	93.940	HHS001546100004	14,852	-
Pass-Through from Texas Department of State Health Services	93.940	HHS000897700004-5	330,628	71,340
Pass-Through from Texas Department of State Health Services	93.940	HHS001577700004	26,742	-
Pass-Through from Texas Department of State Health Services	93.940	HHS001315900008	223,248	-
Pass-Through from Texas Department of State Health Services	93.940	HHS000077800038-6	38,115	-
Total ALN 93.940			763,093	71,340
Centers for Disease Control and Prevention Collaboration with Academia to Strengthen Public Health	93.967	1 NE11OE000043-01-00	(23)	-
Centers for Disease Control and Prevention Collaboration with Academia to Strengthen Public Health	93.967	1 NE11OE000043-01-00	2,751,408	-
Centers for Disease Control and Prevention Collaboration with Academia to Strengthen Public Health	93.967	5 NE11OE000043-02-00	237,274	-
Centers for Disease Control and Prevention Collaboration with Academia to Strengthen Public Health	93.967	5 NE11OE000043-02-00	960,217	-
Pass-Through from Texas Department of State Health Services	93.967.119	HHS001452400001	188,692	-
Pass-Through from Texas Department of State Health Services	93.967.119	HHS001452400001	105,278	-
Total ALN 93.967			4,242,846	-

See Accompanying Notes to the Schedule of Expenditures of Federal and State Awards.

Tarrant County, Texas

Schedule of Expenditures of Federal and State Awards

Year Ended September 30, 2025

Federal Grantor/ Pass-Through Grantor Program Title	Assistance Listing Number	Grant/Contract Number	Federal Expenditures	Federal Amounts Passed-Through to Subrecipients
Preventive Health Services - STD Control Grants				
Pass-Through from Texas Department of State Health Services	93.977	HHS001315900008	144,390	-
Pass-Through from Texas Department of State Health Services	93.977	HHS001315900008-01	101,435	-
Pass-Through from Texas Department of State Health Services	93.977	HHS001120300014	206,203	-
Pass-Through from Texas Department of State Health Services	93.977	HHS001120300014-02	436,035	-
Pass-Through from Texas Department of State Health Services	93.977	HHS001120300014-04	97,879	-
Total ALN 93.977			985,942	-
Preventive Health and Health Services Block Grant				
Pass-Through from Texas Department of State Health Services	93.991	HHS001324900050	90,407	-
Pass-Through from Texas Department of State Health Services	93.991	HHS001588400049	14,282	-
Total ALN 93.991			104,689	-
Maternal and Child Health Services Block Grant to the States				
Pass-Through from Texas Department of State Health Services	93.994	HHS001130300008	12,094	
Total ALN 93.994			12,094	-
Total U.S. Department of Health and Human Services			24,716,845	7,520,345
U.S. DEPARTMENT OF HOMELAND SECURITY/FEMA				
Disaster Grants-Public Assistance (Presidentially Declared Disasters)	97.036	DR-4485-TX	125,193	-
Total ALN 97.036			125,193	-
Homeland Security Grant Program				
Pass-Through from Texas Office of the Governor, HSGD	97.067	2984808	(16)	-
Pass-Through from Texas Office of the Governor, HSGD	97.067	2984809	67,904	-
Pass-Through from Texas Office of the Governor, HSGD	97.067	2984810	86,871	-
Total ALN 97.067			154,759	-
Total U.S. Department of Homeland Security/FEMA			279,952	-
TOTAL FEDERAL FINANCIAL ASSISTANCE			**$ 165,523,831**	**$ 50,011,085**

See Accompanying Notes to the Schedule of Expenditures of Federal and State Awards.

Tarrant County, Texas

Schedule of Expenditures of Federal and State Awards

Year Ended September 30, 2025

State Grantor/ Pass-Through Grantor Program Title	Grant/Contract Number	State Expenditures	State Amounts Passed-Through to Subrecipients
TEXAS DEPARTMENT OF STATE HEALTH SERVICES/HHSC			
State Services	HHS001317000005	$ (7,530)	$ (7,530)
State Services	HHS001317000005	1,043,725	1,049,464
State Services	HHS001317000005-01	39,673	39,171
HIV Care Formula Grants (Ryan White Part B)	HHS001122200005	41,061	28,894
HIV Care Formula Grants (Ryan White Part B)	HHS001122200005	55,395	43,166
Infectious Disease Surveillance and Epidemiology	HHS001315700027	102,619	-
Infectious Disease Surveillance and Epidemiology	HHS001315700027	57	-
HIV Prevention	HHS000077800038-05	(26)	-
HIV Prevention	HHS001546100004	111,726	-
HIV Prevention	HHS000077800038-07	150,000	-
STD/HIV Prevention	HHS001315900008	868,736	-
Tuberculosis Prevention and Control	HHS001437400026	794,357	-
Tuberculosis Prevention and Control	HHS001437400026	65,702	-
TB/PC-Tuberculosis Control	HHS001182200024	(704)	-
TB/PC-Tuberculosis Control	HHS001182200024	(10)	-
Immunization Division	HHS001331300048	542,485	-
Infectious Disease Control Unit/FLU Lab	HHS001323100006	4,454	-
Healthy Texas Mothers and Babies Community Coalitions	HHS001130300008	54,908	-
Healthy Texas Mothers and Babies Community Coalitions	HHS001130300008	6,144	-
Preventive Health and Health Services Block Grant	HHS001324900050	109,965	-
Milk & Dairy	HHS001316800001	296,616	-
Total Texas Department of State Health Services		4,279,353	1,153,165
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION			
Veterans Court Project	2285216	124,101	-
Veterans Court Project	2285217	11,977	-
Reaching Independence through Self Empowerment (RISE)	2589513	330,536	-
Reaching Independence through Self Empowerment (RISE)	2589514	18,831	-
DIRECT Court Program	2985210	166,078	-
DIRECT Court Program	2985211	15,155	-
Mental Health Diversion Court Program	1828919	79,449	-
Mental Health Diversion Court Program	1828920	7,644	-
Family Recovery Court	4521902	(3,780)	-
Family Recovery Court	4521903	44,867	-
Reconnecting Youth Program	4231404	42,832	-
Human Trafficking Prosecution Unit	4765202	420,219	-
Total Office of the Governor, Criminal Justice Division		1,257,909	-

See Accompanying Notes to the Schedule of Expenditures of Federal and State Awards.

Tarrant County, Texas

Schedule of Expenditures of Federal and State Awards
Year Ended September 30, 2025

State Grantor/ Pass-Through Grantor Program Title	Grant/Contract Number	State Expenditures	State Amounts Passed-Through to Subrecipients
THE STATE OF TEXAS MOTOR VEHICLE CRIME PREVENTION AUTHORITY			
Tarrant Regional Auto Crimes Task Force	608-24-2200000	(622)	-
Tarrant Regional Auto Crimes Task Force	608-25-2200000	1,924,401	-
Tarrant Regional Auto Crimes Task Force	608-26-2200000	78,242	-
Total State of Texas Motor Vehicle Crime Prevention Authority Prevention Authority		2,002,021	-
TEXAS DEPARTMENT OF TRANSPORTATION			
County Transportation Infrastructure Fund Grant Program	CITF_023_220	94	
Highway Planning & Construction - Courtesy Patrol Program	02-2XXF5001	177	-
Highway Planning & Construction - Courtesy Patrol Program	02-2XXF0001	479,889	-
Highway Planning & Construction - Courtesy Patrol Program	02-2XXF5001	33,335	
Total Department of Transportation		513,495	-
OFFICE OF THE ATTORNEY GENERAL			
Bilingual Victims Assistance Coordinator	C-01579	45,375	-
Bilingual Victims Assistance Coordinator	C-02346	4,125	-
Texas Statewide Automated Victim Notification Service (SAVNS)	C-01815	85,555	-
Total Office of the Attorney General		135,055	-
TEXAS INDIGENT DEFENSE COMMISSION			
Indigent Defense Formula Grant	212-21-220	1,186,171	-
Total Texas Indigent Defense Commission		1,186,171	-
TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES			
Promoting Safe and Stable Families - CYD Project	HHS000841700005	(604)	-
Promoting Safe and Stable Families - CYD Project	HHS000841700005	315,256	232,902
Total Texas Department of Family and Protective Services		314,652	232,902
TEXAS HEALTH AND HUMAN SERVICES COMMISSION			
Promoting Safe and Stable Families - CYD Project	HHS000841700005	725	655
Temporary Assistance for Needy Families - NFP Project	HHS000791900002	296,433	-
Total Texas Health and Human Services Commission		297,158	655
TEXAS VETERANS COMMISSION FUND			
Tarrant County Veterans Court	VTC24-V-036	167,546	-
Tarrant County Veterans Court	VTC25-V-012	24,549	-
Total Texas Veterans Commission Fund		192,095	-
TOTAL STATE FINANCIAL ASSISTANCE		**$ 10,177,909**	**$ 1,386,722**

See Accompanying Notes to the Schedule of Expenditures of Federal and State Awards.

Tarrant County, Texas

Notes to Schedule of Expenditures of Federal Awards

Note 1. Basis of Accounting and Summary of Significant Accounting Policies

The schedule of expenditures of federal awards (the "Schedule") was prepared on the modified accrual basis of accounting. Amounts reported as expenditures in the accompanying Schedule may not agree with the amounts reported in the related federal financial reports filed with the grantor agencies because of accruals, which would be included in the next report filed with the agency.

Federal grant funds are considered to be earned to the extent of expenditures made under the provisions of the grant, and accordingly, when such funds are received, they are recorded as unavailable revenues until earned. The accompanying Schedule is presented on the modified accrual basis of accounting.

The County participates in numerous federal grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustments by the grantor agencies; therefore, to the extent that the County has not complied with rules and regulations governing the grants, refund of any money received may be required and the collectability of any related receivable at year-end maybe impaired.

Note 2. De Minimis Indirect Cost Rate

The County did not elect to use the 15% de minimis indirect cost rate for federal grant programs.

Note 3. Period of Availability

The period of availability for federal funds for the purpose of liquidation of outstanding obligations made on or before the ending date of the federal project period extends 30 to 90 days beyond the federal project period ending date, in accordance with provisions in the OMB Compliance Supplement.

Tarrant County, Texas

Notes to Schedule of Expenditures of State Awards

Note 1. Basis of Accounting and Summary of Significant Accounting Policies

The schedule of expenditures of state awards (the "Schedule") was prepared on the modified accrual basis of accounting. Amounts reported as expenditures in the accompanying Schedule may not agree with the amounts reported in the related state financial reports filed with the grantor agencies because of accruals, which would be included in the next report filed with the agency.

State grant funds are considered to be earned to the extent of expenditures made under the provisions of the grant, and accordingly, when such funds are received, they are recorded as unavailable revenues until earned. The accompanying Schedule is presented on the modified accrual basis of accounting.

The County participates in numerous state grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustments by the grantor agencies; therefore, to the extent that the County has not complied with rules and regulations governing the grants, refund of any money received may be required and the collectability of any related receivable at year-end maybe impaired.

Note 2. Period of Availability

The period of availability for state grant funds for the purpose of liquidation of outstanding obligations made on or before the ending date of the state project period extends 30 to 90 days beyond the state project period ending date, in accordance with provisions in the TxGMS.

Tarrant County, Texas

Schedule of Findings and Questioned Costs
Year Ended September 30, 2025

I. Summary of the Auditor's Results

Financial Statements:

An unmodified opinion was issued on the financial statements.

Internal control over financial reporting:

Material weakness(es) identified?	_____Yes	__X____No
Significant deficiency(ies) identified that are not considered a material weakness?	_____Yes	__X____None reported
Noncompliance material to financial statements noted?	_____Yes	__X____No

Federal Awards:

An unmodified opinion was issued on compliance for major programs.

Internal control over major programs:

Material weakness(es) identified?	_____Yes	__X____No
Significant deficiency(is) identified that are not considered a material weakness?	_____Yes	__X____None reported
Any audit findings disclosed that were required to be reported in accordance with 2 CFR 200.516(a)?	_____Yes	__X____No

Identification of major programs:

Assistance Listing Number	Name of Federal Program or Cluster
14.267	Continuum of Care Program
14.871, 14.879	Housing Voucher Cluster

The dollar threshold used to distinguish between type A and type B programs:	$3,000,000	
Auditee qualified as a low-risk auditee?	___X___Yes	_____No

Tarrant County, Texas

Schedule of Findings and Questioned Costs - Continued
Year Ended September 30, 2025

State Awards:

An unmodified opinion was issued on compliance for major programs.

Internal control over major programs:

Material weakness(es) identified?	_____Yes	__X____No
Significant deficiency(is) identified that are not considered a material weakness?	_____Yes	__X____None reported
Any audit findings disclosed that were required to be reported in accordance with TxGMS?	_____Yes	__X____No

Identification of major programs:

State Identifying Number	Name of State Program
HHS001317000005, HHS001317000005-01	State Services
HHS000077800038-05, HHS001546100004, HHS000077800038-07, HHS001315900008	STD/HIV Prevention

The dollar threshold used to distinguish between type A and type B programs: $1,000,000

II. Findings Relating to the Financial Statements Which are Required to be Reported in Accordance with *Generally Accepted Government Auditing Standards*

None

III. Findings and Questioned Costs for Federal Awards

None

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 3
Department: Auditor	**Prepared By:** Alisha Carr	**Approved By:** Kimberly Buchanan

SUBJECT:

Receive and File the Auditor's Report for the Review of Financial and System Controls for the Justice of The Peace, Precinct 7

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court receive and file the Auditor's Report for the Review of Financial and System Controls for the Justice of the Peace, Precinct 7.

BACKGROUND

In accordance with the Local Government Code, the Auditor's Office reviewed financial and system controls implemented by the Justice of the Peace, Precinct 7, for the six-month period ending March 31, 2026. During this period, the justice court staff recorded receipts totaling approximately $967,000.

Management's response is attached

FISCAL IMPACT

There is no fiscal impact with this action.

Attachments

Auditor's Report - Review of Financial and System Controls, Justice of the Peace, Precinct 7.pdf

Kimberly M. Buchanan, CPA
Tarrant County Auditor

Linda R. Castillo
First Assistant County Auditor

Office of the Tarrant County Auditor
100 E. Weatherford, Room 506
Fort Worth, Texas 76196-0103

Phone (817) 884-1205
Fax (817) 884-1104

May 19, 2026

The Honorable Kenneth Sanders, Justice of the Peace, Precinct 7
The Honorable District Judges
The Honorable Commissioners Court
Tarrant County, Texas

Re: Auditor's Report – Review of Financial and System Controls, Justice of the Peace, Precinct 7

In accordance with the Local Government Code, the Auditor's Office reviewed financial and system controls implemented by the Justice of the Peace, Precinct 7, for the six-month period ending March 31, 2026. During this period, the justice court staff recorded receipts totaling approximately $967,000. The scope and methodology of our work is described in greater detail on the following page.

As a result of our review, we observed that financial and system controls were adequate, and procedures complied with relevant statutes and policies. We discussed less significant matters, including minor human errors, with management. Corrective action was taken.

We appreciate the cooperation of the justice court staff during the review. Please contact me if you have any questions.

Sincerely,

[redacted]

Kimberly M. Buchanan, CPA
Tarrant County Auditor

Attachment: Management's response

Distribution: Haley Goff, Court Manager
Adahli Perez Gone, Assistant Court Manager

SCOPE AND METHODOLOGY

JUSTICE OF THE PEACE, PRECINCT 7
Review of Financial and Systems Controls
May XX, 2026

1) Determined whether fees were accurately assessed.

2) Verified that receipts recorded in Odyssey reconciled to receipts recorded in SAP and bank deposits.

3) Confirmed that receipts were deposited within five business days after receipt of the funds, as required by Local Government Code Sec. 113.022.

4) Reviewed disbursements for appropriateness and reasonableness.

5) Verified that disbursements recorded into Odyssey reconciled to those recorded in SAP.

6) Determined whether the monthly financial reports were reviewed by the Justice of the Peace or an appropriate designee.

7) Reviewed a sample of adjustments, voids, and credits to ensure transactions were accurate, supported by a court order, and included an independent review and approval.

8) Determined whether old active cases converted from the Legacy system to Odyssey were actively reviewed for proper disposition.

JUDGE
KENNETH D. SANDERS
JUSTICE OF THE PEACE
PRECINCT SEVEN

1100 E. BROAD STREET
SUITE 202
MANSFIELD, TEXAS 76063
817-473-5101
FAX 817-850-2328

TARRANT COUNTY

May 26, 2026

Kimberly M. Buchanan, CPA
Tarrant County Auditor
Tarrant County Administration Building

Re: Management Response — Review of Financial and Systems Controls
Justice of the Peace, Precinct 7

Dear Ms. Buchanan,

I acknowledge receipt of the Tarrant County Auditor's *Review of Financial and Systems Controls* for the six-month period ending March 31, 2026. I am pleased that the review concluded that the financial and system controls within Justice of the Peace, Precinct 7 were adequate and that our procedures complied with all applicable statutes and county policies. 1

The less significant matters noted during the engagement—primarily minor human errors—were addressed promptly, and corrective actions have already been implemented. We remain committed to maintaining strong internal controls, accurate recordkeeping, and ongoing transparency in the management of all court receipts and disbursements on behalf of the residents of Tarrant County.

I want to recognize Court Manager Haley Goff, Assistant Court Manager Adahli Perez Gone, and the entire Precinct 7 staff for their diligence and cooperation throughout this audit. Their professionalism and daily commitment to accountability are reflected in the positive outcome of this review.

We appreciate the partnership of your office and thank you and your team for the courtesy and professionalism extended during this engagement.

Respectfully,

[redacted]

Honorable Kenneth D. Sanders
Justice of the Peace, Precinct 7
Tarrant County, Texas

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 85

Department: Auditor	**Prepared By:** Alisha Carr	**Approved By:** Kimberly Buchanan

SUBJECT:

Receive and File the Tarrant County Financial Statements for the Seven Months Ended April 30, 2026

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider receiving and filing the Tarrant County Unaudited Financial Statements for the seven-month period ended April 30, 2026.

BACKGROUND

As a matter of record, Tarrant County Financial Statements are periodically filed with Commissioners Court. The monthly financial statements are published on the County's website under the Auditor's Office department.

FISCAL IMPACT

There is no fiscal impact associated with this item.

Attachments

Financial_Statement_-_April_2026.pdf

TARRANT COUNTY AUDITOR

TARRANT COUNTY, TEXAS

MONTHLY FINANCIAL STATEMENTS (UNAUDITED)

FOR THE MONTH OF APRIL 2026

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Kimberly M. Buchanan, CPA
Tarrant County Auditor

Linda R. Castillo
First Assistant County Auditor

Office of the Tarrant County Auditor
100 E. Weatherford, Room 506
Fort Worth, Texas 76196-0103

Phone (817) 884-1205
Fax (817) 884-1104

June 9, 2026

The Honorable District Judges
The Honorable Commissioners Court
Tarrant County, Texas

RE: Tarrant County Auditor's April 2026 Financial Reports

I hereby submit the unaudited Monthly Financial Reports for the seven months ended April 30, 2026. The information presented in these reports was prepared in accordance with Chapter 114 of the Texas Local Government Code of Tarrant County, Texas.

Sincerely,

[redacted]

Kimberly M. Buchanan, CPA
Tarrant County Auditor

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COMBINED BALANCE SHEET
GOVERNMENTAL FUNDS
As of 4/30/2026

Combined Total Governmental Funds		General	Road and Bridge	Debt Service
	ASSETS			
$ 1,030,739,327	Cash, cash equivalents, and investments	$ 369,361,739	$ 26,395,263	$ 33,283,861
	Receivables			
25,281,407	Taxes receivable (net)	23,388,546	-	1,892,861
17,939,490	Other receivables (net)	4,825,596	131,509	-
3,709,325	Fee office receivables (net)	3,709,325	-	-
14,303,120	Due from other funds	14,303,120	-	-
2,228,724	Supplies and prepaid items	884,871	879,656	-
$ 1,094,201,393	TOTAL ASSETS	$ 416,473,197	$ 27,406,428	$ 35,176,722
	LIABILITIES			
$ 10,818,579	Accounts payable	$ 4,362,865	$ 450,254	$ -
42,560,245	Other liabilities	37,259,565	907,094	-
14,303,121	Due to other funds	-	-	-
27,709,741	Unearned revenue	68,493	-	-
95,391,686	TOTAL LIABILITIES	41,690,923	1,357,348	-
	DEFERRED INFLOWS OF RESOURCES			
25,281,407	Unavailable revenue-property taxes	23,388,546	-	1,892,861
3,709,326	Unavailable revenue-fee office receivables	3,709,326	-	-
851,314	Deferred lease inflow	562,827	-	-
29,842,047	TOTAL DEFERRED INFLOWS OF RESOURCES	27,660,699	-	1,892,861
	FUND BALANCES			
968,967,660	TOTAL FUND BALANCES	347,121,575	26,049,080	33,283,861
$ 1,094,201,393	TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	$ 416,473,197	$ 27,406,428	$ 35,176,722

Capital Projects	Grants	Other Governmental Funds
$ 445,225,873	$ 37,074,282	$ 119,398,309
-	-	-
-	9,001,030	3,981,355
-	-	-
-	-	-
159,000	88,594	216,603
$ 445,384,873	$ 46,163,906	$ 123,596,267
$ 2,609,044	$ 2,659,877	$ 736,539
-	3,115,799	1,277,787
-	14,162,471	140,650
-	26,225,759	1,415,489
2,609,044	46,163,906	3,570,465
-	-	-
-	-	-
-	-	288,487
-	-	288,487
442,775,829	-	119,737,315
$ 445,384,873	$ 46,163,906	$ 123,596,267

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS

For the seven (7) months ended 4/30/2026

Combined Total Governmental Funds		General	Road and Bridge	Debt Service
	REVENUES:			
$ 519,399,909	Taxes	$ 482,506,999	$ 126	$ 36,716,586
340,913	Licenses and permits	337,413	-	-
90,103,082	Fees of office	65,055,513	11,586,920	-
128,972,049	Intergovernmental	22,635,243	35,343	-
20,449,572	Investment income	6,468,283	583,148	381,719
12,418,786	Other revenues	7,815,361	466,178	-
771,684,311	TOTAL REVENUES	584,818,812	12,671,715	37,098,305
	EXPENDITURES:			
	Current:			
101,434,804	General government	94,104,358	-	-
130,666,479	Public safety	121,967,491	-	-
18,154,739	Transportation support	433,407	17,721,332	-
137,519,506	Judicial	126,236,378	-	-
86,469,606	Community services	3,039,350	-	-
53,427,079	Capital outlay	56,705	18,828	-
	Debt service:			
2,562,576	Principal payments	2,105,691	-	-
5,870,040	Interest and fiscal charges	65,148	-	5,781,566
536,104,829	TOTAL EXPENDITURES	348,008,528	17,740,160	5,781,566
235,579,482	Excess (deficiency) of revenues over (under) expenditures	236,810,284	(5,068,445)	31,316,739
	OTHER FINANCING SOURCES (USES):			
28,399,570	Transfers in	739,035	5,615,226	-
(33,503,737)	Transfers out	(24,405,535)	-	-
(5,104,167)	TOTAL OTHER FINANCING SOURCES (USES)	(23,666,500)	5,615,226	-
230,475,315	CHANGE IN FUND BALANCE	213,143,784	546,781	31,316,739
738,492,345	FUND BALANCES, beginning of year	133,977,791	25,502,299	1,967,122
$ 968,967,660	FUND BALANCES, end of period	$ 347,121,575	$ 26,049,080	$ 33,283,861

Capital Projects	Grants	Other Governmental Funds
$ -	$ -	$ 176,198
-	-	3,500
545,320	286,938	12,628,391
-	93,088,941	13,212,522
10,270,690	430,697	2,315,035
198,083	256,598	3,682,566
11,014,093	94,063,174	32,018,212
-	760,512	6,569,934
-	3,019,877	5,679,111
-	-	-
-	8,587,667	2,695,461
-	65,779,928	17,650,328
37,088,445	15,512,172	750,929
-	383,641	73,244
-	19,377	3,949
37,088,445	94,063,174	33,422,956
(26,074,352)	-	(1,404,744)
19,346,311	-	2,698,998
(8,359,167)	-	(739,035)
10,987,144	-	1,959,963
(15,087,208)	-	555,219
457,863,037	-	119,182,096
$442,775,829	$ -	$ 119,737,315

STATEMENT OF NET POSITION
INTERNAL SERVICE FUNDS
As of 4/30/2026

Combined Total	ASSETS	Self Insurance	Workers Compensation
	Current assets:		
$ 44,547,538	Cash and cash equivalents	$ 14,005,987	$ 6,549,137
1,223,183	Other receivables, net of allowance	9,143	-
778,348	Prepaid expenses and inventory	-	140,000
46,549,069	TOTAL ASSETS	14,015,130	6,689,137
	LIABILITIES		
	Current liabilities:		
284,990	Accounts payable	21,458	47,165
8,544,133	Other liabilities	-	-
4,560,418	Other long term liabilities-current portion	1,106,543	3,453,875
13,389,541	Total current liabilities	1,128,001	3,501,040
	Noncurrent liabilities:		
9,756,332	Other noncurrent liabilities	2,462,407	7,293,925
9,756,332	Total noncurrent liabilities	2,462,407	7,293,925
23,145,873	TOTAL LIABILITIES	3,590,408	10,794,965
	NET POSITION		
23,403,196	Unrestricted	10,424,722	(4,105,828)
$ 23,403,196	TOTAL NET POSITION	$ 10,424,722	$ (4,105,828)

County Clerk Professional Liability	District Clerk Professional Liability	Employee Benefits
$ 851,734	$ 473,324	$ 22,667,356
-	-	1,214,040
-	-	638,348
851,734	473,324	24,519,744
-	-	216,367
-	-	8,544,133
-	-	-
-	-	8,760,500
-	-	-
-	-	-
-	-	8,760,500
851,734	473,324	15,759,244
$ 851,734	$ 473,324	$ 15,759,244

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION
INTERNAL SERVICE FUNDS

For the seven (7) months ended 4/30/2026

Combined Total		Self Insurance	Workers Compensation
	OPERATING REVENUES		
$ 13,291,285	Charges for services - external	$ -	$ -
40,055,022	Charges for services - internal	-	2,198,557
8,630,534	Other revenues	8,735	-
61,976,841	TOTAL OPERATING REVENUES	8,735	2,198,557
	OPERATING EXPENSES		
103,161	Building and equipment	103,161	-
58,804,573	Self insurance claims	99,517	1,607,464
2,962,416	Insurance premiums	-	-
3,943,144	Other expenses	258,172	409,123
65,813,294	TOTAL OPERATING EXPENSES	460,850	2,016,587
(3,836,453)	OPERATING INCOME (LOSS)	(452,115)	181,970
	NONOPERATING REVENUES		
990,168	Investment income	305,279	145,481
990,168	TOTAL NONOPERATING REVENUES	305,279	145,481
(2,846,285)	NET INCOME (LOSS) BEFORE TRANSFERS	(146,836)	327,451
	OPERATING TRANSFERS		
5,104,167	Transfers in	1,020,833	-
2,257,882	NET INCOME (LOSS)	873,997	327,451
21,145,314	NET POSITION, beginning of year	9,550,725	(4,433,279)
$ 23,403,196	NET POSITION, end of period	$ 10,424,722	$ (4,105,828)

County Clerk Professional Liability	District Clerk Professional Liability	Employee Benefits
$ 5	$ 34	$ 13,291,246
-	-	37,856,465
-	-	8,621,799
5	34	59,769,510
-	-	-
-	-	57,097,592
-	-	2,962,416
-	-	3,275,849
-	-	63,335,857
5	34	(3,566,347)
18,845	10,472	510,091
18,845	10,472	510,091
18,850	10,506	(3,056,256)
-	-	4,083,334
18,850	10,506	1,027,078
832,884	462,818	14,732,166
$ 851,734	$ 473,324	$ 15,759,244

STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
As of 4/30/2026

Combined Total Fiduciary Funds		State Comptroller Fund	Other Custodial Funds (1)	Community Supervision & Corrections (1)
	ASSETS			
$ 235,974,192	Cash, cash equivalents, and investments	$ 14,652,353	$ 209,603,286	$ 11,718,553
3,232	Fee office receivables (net)	-	1,732	1,500
2,339	Supplies and prepaid items	-	-	2,339
$ 235,979,763	TOTAL ASSETS	$ 14,652,353	$ 209,605,018	$ 11,722,392
	LIABILITIES AND FUND BALANCE			
$ 17,901	Accounts payable	$ 30	$ 11,086	$ 6,785
235,961,862	Other liabilities	14,652,323	209,593,932	11,715,607
$ 235,979,763	TOTAL LIABILITIES AND FUND BALANCES	$ 14,652,353	$ 209,605,018	$ 11,722,392

(1) Fiduciary balances reflect the most current information available at time of preparation. Balances for Other Custodial Funds and Community Supervision & Corrections are one month in arrears.

COMBINED SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS
FIDUCIARY FUNDS

For the seven (7) months ended 4/30/2026

Combined Total Fiduciary Funds		State Comptroller Fund	Other Custodial Funds [1]	Community Supervision & Corrections [1]
$ 5,206,309,234	Total cash receipts	$ 389,036,833	$ 4,780,297,390	$ 36,975,011
5,139,821,970	Total cash disbursements	397,673,529	4,702,688,821	39,459,620
66,487,264	EXCESS (DEFICIT) RECEIPTS OVER DISBURSEMENTS	(8,636,696)	77,608,569	(2,484,609)
	CASH AND INVESTMENTS			
169,486,928	CASH BALANCE, beginning of year	23,289,049	131,994,717	14,203,162
$ 235,974,192	CASH BALANCE, end of period	$ 14,652,353	$ 209,603,286	$ 11,718,553

NOTE: Cash receipts and disbursements are made between fiduciary funds. Inter-fund receipt/disbursment elimination entries are not made.

(1) Fiduciary balances reflect the most current information available at time of preparation. Balances for Other Custodial Funds and Community Supervision & Corrections are one month in arrears.

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The accompanying financial statements reflect the funds and accounts of the financial reporting entity Tarrant County, Texas (the "County"), as of April 2026 and for the seven months then ended. Other components of the County not included in the accompanying financial statements include, Tarrant County Hospital District, Tarrant County Mental Health and Behavioral Health Services, Tarrant County Industrial Development Corporation, Tarrant County Health Facilities Development Corporation, Tarrant County Cultural Education Facilities Finance Corporation, and Tarrant County Housing Financing Corporation. These components are technically a part of the "reporting entity" because of the budgetary oversight responsibility by the Commissioners' Court of Tarrant County. These components however are unrelated to the financial condition and results of operations of the County, and have been excluded from the accompanying financial statements. Separate financial statements of these entities are available upon request.

Revenue Recognition

Revenue is generally recognized on the modified accrual basis. Under this method of accounting, revenues are recognized when susceptible to accrual, i.e., both measurable and available. The primary revenue sources susceptible to accrual are property taxes, fines and fees due to fee offices which are recognized as unavailable revenue until cash is received. Other sources are generally not measurable until received in cash.

Expenditure Recognition

Expenditures are recorded when incurred. Expenditures for principal and interest on long-term debt are recorded when due. The accrual basis of accounting is utilized in the proprietary funds. Encumbrances are not included as expenditures.

Budget Basis Reporting

The budget is prepared utilizing a modified cash basis of accounting, with adjustments for encumbrances, as allowed by state statutes. Budget basis information is presented in the accompanying "Budgetary Information" section at a summary level. Budget information at the legal level of control is available upon request.

Investment Income Allocation

To maximize investment earnings on "idle" cash and cash equivalents, a "pooled cash" concept is utilized. Under this concept nearly all deposits are maintained in the same bank account and are invested on a daily basis. Generally, interest earnings are allocated to each fund based on the funds relative percentage of the total pool.

Pension Liability

The net pension liability was actuarially valued as of December 31, 2024. The net pension liability is reported as $115,939,101 in the annual comprehensive financial report for the fiscal year ended September 30, 2025.

OPEB Liability

The total OPEB liability was actuarially measured as of September 30, 2024. The total OPEB liability is reported as $172,463,468 in the annual comprehensive financial report for the fiscal year ended September 30, 2025.

Compensated Absences

The liability for compensated absences consists of accumulated earned unpaid vacation and sick leave that is more likely than not to be used in future periods. The total compensated absences liability is reported as $78,210,409 in the annual comprehensive financial report for the fiscal year ended September 30, 2025.

Deferred Outflows/Inflows of Resources

Deferred outflows of resources apply to future periods and will not be recognized as an expense/expenditure until then. Deferred inflows of resources apply to future periods and will be recognized as a revenue at that time.

Incurred but Not Reported

Included in the "Other Liabilities" of the Internal Service fund's Employee Benefits is $8,555,000 of estimated incurred but not reported medical and drug claims.

Leases

The County, as a lessee, recognizes a lease liability and an intangible right to use lease asset as well as capital outlay and other financing source. The County, as lessor, recognizes a lease receivable and a deferred inflow of resources.

Subscription Based Information Technology Arrangements

The County recognizes a subscription liability and an intangible right to use subscription asset as well as capital outlay and other financing source.

II. BASIS OF PRESENTATION

The accounts of the County are organized and operated on the basis of funds, each of which is considered a separate accounting entity. Government resources are allocated to and accounted for in individual funds based on the purpose for which they are to be spent and the means by which spending activities are controlled.

Funds are classified into three categories: Governmental, Proprietary and Fiduciary. Each category is divided into separate fund types. The following fund types are used by the County.

Governmental Funds: Used to account for all or most of a government's general activity. Activity is reported using the current financial resources measurement focus and the modified accrual basis of accounting.

General Fund – used to account for the general operations of the County.

Road and Bridge Fund – used to account for the collection and expenditure of those monies designated to be spent for acquisition, construction and maintenance of county roads and bridges.

Debt Service Fund – used to account for accumulation of resources and for the payment of general long-term debt principal, interest, and related costs.

Capital Projects Funds – used to account for financial resources to be used for the acquisition and/or construction of facilities, equipment, software and infrastructure.

Grant Funds – used to account for the activities conducted under the many grant agreements between the County and various state and federal organizations.

Other Governmental Funds – used to account for specific revenue sources which are legally restricted to expenditures for specified purposes.

Proprietary Funds: Used to account for operations that are financed in a manner similar to those in the private sector. Activity is reported using the economic resources measurement focus and accrual basis of accounting. Internal Service funds are a type of proprietary fund used to account for self insurance activities. The County operates the following five internal service funds.

Self Insurance Fund – used to account for expenditures of bond proceeds received in fiscal year 1998 for the county self insured general liability claims.

Workers Compensation – used to account for workers compensation claims. Prior to the establishment of the self insurance fund, this fund was used for general liability and automobile/property damage claims.

County Clerk Professional Liability Fund – used to account for the County Clerk's errors and omissions self insurance.

District Clerk Professional Liability Fund – used to account for the District Clerk's errors and omissions self insurance.

Employee Benefits Fund – used to account for Tarrant County employee benefits.

Fiduciary Funds: Used to account for assets held by the County in a trustee or agency capacity for others and therefore cannot be used to support the government's own programs.

State Comptroller Funds – used to account for monies received on behalf of, and subsequently remitted to the State Comptroller.

Other Custodial Funds – used to account for assets held in a fiduciary capacity for others and includes property taxes collected and remitted for other entities, statutory fees collected on behalf of other governments, funds held in the registry of the court, collateral for securing bail bonds, monies on account for inmate commissary purchases, and funds seized by law enforcement agencies.

Community Supervision and Corrections – used to account for the State agency funds in the County depository and restitution collected as a condition of probation payable to injured parties.

III. NEGATIVE CASH BALANCES

The following funds have negative cash balances at the balance sheet date. This occurs when expenditures exceed revenue collection. The General Fund has advanced money to these Funds thereby, allowing for continued operation of the related programs. These advances by the General Fund have been reflected in the accompanying combined balance sheet as due from other funds. The advances also represent a loss of investment earnings to the General Fund and are not a reimbursable item by the grantor under reimbursing grant agreements.

Most negative cash balances arise in the County's reimbursing grant programs. These programs require the payment of expenditures prior to the reimbursement by the grantor. These cash deficits have existed for years and do not create any major concerns. However, this information is helpful to the reader of the financial statements to provide a fuller understanding of the details of County operations.

	FUND / GRANT	DEFICIT
E0024	RYAN WHITE ENDING HIV EPIDEMIC	108,955.67
E0025	DHHS-RYAN WHITE TITLE IV PART D - WOMEN, INFANTS, CHILDREN	1,508.95
E0027	RYAN WHITE PART C - OUTPATIENT EIS PROGRAM	1,501.93
E0028	RYAN WHITE HIV/AIDS TREATMENT MODERNIZATION ACT PART A	1,056,318.76
E0031	HIV/STATE SERVICES	120,199.85
E0032	RYAN WHITE PART B	388,927.79
E0037	HIV/HOPWA	51,954.32
E0061	HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA)	124,916.51
F0028	RYAN WHITE PART A	6,920.29
F0031	HIV/STATE SERVICES FOR PMC	5,731.60
F0033	SURVEILLANCE	15,480.78

F0034	INFECTIOUS DISEASE SURVEILLANCE AND EPIDEMIOLOGY	25,670.55
F0035	HIV/PREVENTION	35,986.47
F0036	DSHS-ENDING THE HIV EPIDEMIC	20,189.35
F0038	STD/HIV OPERATIONS	148,312.22
F0040	COMMUNITY YOUTH DEVELOPMENT PROJECT	59,406.62
F0042	BIOTERRORISM PREPAREDNESS - LAB	36,966.62
F0043	CPS-PREPAREDNESS/HAZARDS (BIO TERRORISM)	104,728.38
F0044	DSHS-C.R.I - CITIES READINESS INITIATIVE	30,532.58
F0046	TUBERCULOSIS - PREVENTION AND CONTROL	162,963.62
F0051	IMMUNIZATIONS	116,639.92
F0058	DSHS - HEALTHY TEXAS BABIES	9,683.92
F0060	WIC CARD PARTICIPATION	873,855.18
F0062	ESSENTIAL HEALTH SERVICES OFFICE OF PUBLIC HEALTH PRACTICE	22,679.40
F0081	DSHS-NORTH TEXAS SYNDROMIC SURVEILLANCE PROGRAM	42.36
F0093	NURSE FAMILY PARTNERSHIP GRANT	72,706.16
F0102	CDC-HEALTH DISPARITIES / HIGH RISK	20,468.41
F0105	STD/HIV DISEASE INTERVENTION SPECIALISTS (STD/HIV-DIS)	22,650.19
F0108	CDC-STRENGTHEN PUBLIC HEALTH INFRASTRUCTURE, WORKFORCE, DATA	62,944.92
G0012	VETERANS COURT PROGRAM	27,411.39
G0018	CJD-REACHING INDEPENDENCE THROUGH SELF EMPOWERMENT (RISE)	43,817.97
G0081	VAWA - PROTECTIVE ORDER UNIT	26,955.05
G0084	D.I.R.E.C.T. COURT	25,796.55
G0085	MENTAL HEALTH DIVERSION COURT PROGRAM	17,361.34
G0087	CJD-INTIMATE PARTNER-FAMILY VIOLENCE VICTIM ADVOCATES	123,379.02
G0094	CJD- FAMILY RECOVERY COURT	15,000.00
G0095	CJD- RECONNECTING YOUTH PROGRAM	28,325.64
H0001	COMMUNITY DEVELOPMENT - SUPPORTIVE HOUSING	2,083,926.54
H0040	HOME INVESTMENT PARTNERSHIP ACT - AMERICAN RESCUE PLAN	472,736.40
H0080	COMMUNITY DEVELOPMENT BLOCK GRANT - COVID - CARES	5,592.63
L0013	OJP-DOJ-NIJ-FORENSIC DNA BACKLOG REDUCTION GRANT	7,180.12
L0019	OJP-DOJ-HUMAN TRAFFICKING TASK FORCE	111,257.83
M0008	JAG-LAW ENFORCEMENT LIASON PRGM / MHMRTC	14,866.67
M0012	AG - VINE (VICITIM IDENTIFICATION AND NOTIFICATION EVERYDAY	18,616.32
M0014	ACCESS AND VISITATION GRANT	16,350.00
M0022	AUTO THEFT TASK FORCE	335,734.61
M0040	HOMELAND SECURITY GRANT PROGRAM	4,283.03
M0044	TXDOT COURTESY PATROL PROGRAM	1,464,438.48
M0048	BILINGUAL VICTIMS ASSISTANCE COORDINATOR	3,037.47
M0104	HAVA-2020 HELP AMERICA VOTE ACT - ELECTION SECURITY	53,273.96
M0106	TDEM - FEMA HAZARD MITIGATION - FLOOD STUDY	43,203.73
P0027	TJJD-JJAEP PROGRAM	592,093.76
P0050	TJJD - TITLE IV E	141,622.94
R0010	SECTION 8 - EMERGENCY HOUSING VOUCHER	103,325.00
R0011	SECTION 8 - FOSTER YOUTH TO INDEPENDENCE	53,664.00
R0012	SECTION 8 - MAINSTREAM VOUCHER PROGRAM	218,030.00
R0013	HUD-SECTION 8 FUND BALANCE	3,658,280.34
R0014	SECTION 8 - HOUSING ADMIN	185,425.11
R0015	HUD - SECTION 8 PORTABILITY	112,508.16
R0310	SECTION 8 - EMERGENCY HOUSING VOUCHER (ADMIN)	1,812.58
L0021	MISSING and UNIDENTIFIED HUMAN REMAINS	3,690.36
G0097	CJD - HUMAN TRAFFICKING PROSECUTION UNIT (PASS-THROUGH)	117,324.53
R0112	MAINSTREAM ADMIN FEES	5,897.51
F0118	CDC-STRENGTHEN PUBLIC HEALTH INFRASTRUCTURE, WORKFORCE, DATA	31,169.12
L0020	BJA FIELD INITIATED - ENCOURAGING INNOVATION	150,000.00
M0113	US DEPT OF ENERGY-ENERGY EFFICIENCY & CONSERVATION BLOCK GRA	18,175.16
F0099	PUBLIC HEALTH INFRASTRUCTURE GRANT	391.78

G0099	CJD - EVIDENCE DEPARTMENT SUPPORT PROGRAM		17,759.13
M0111	CDBG TGLO HAZARD MITIGATION PLANNING PROGRAM		99,913.00
		SUB-TOTAL GRANTS	14,162,470.55
G1100	8TH ADMIN JUDICIAL REGION		1,405.90
T3100	TC EMERGENCY SERVICES DISTRICT #1		36,013.89
T7300	ELECTIONS CHAPTER 19		96,041.89
T7310	ELECTIONS CHAPTER 19 GRANT MATCH		7,187.82
		TOTAL	$ 14,303,120.05

IV. INVESTMENTS

All securities held and transactions executed during the period conform to the requirements of the Government Code Section 2256, The Public Funds Investment Act, and the Tarrant County Investment Policy, as adopted by the Commissioners Court on November 11, 2025.

	Average Rate		
JPMorgan Chase Savings	3.60%	$	40,202,889
JPMorgan Chase Savings II	3.60%		38,470,336
JPMorgan Chase Checking	3.65%		296,205,038
Texas CLASS Investment Pool	3.78%		308,808,651
TexPool Investment Pool	3.66%		52,630,543
TexPool Prime Investment Pool	3.80%		320,425,300
TOTAL INVESTMENTS		$	1,056,742,757

The recorded position of the pools for TexPool and TexPool Prime are measured at amortized cost as these pools meet the requirements of GASB Statement No. 79. The recorded position of the pool for Texas CLASS is measured at net asset value and is designed to approximate the share value.

V. CONTINGENCIES

The County is self-insured for workers' compensation, automobile bodily injury and property damage, comprehensive general liability and all self-insured retentions for existing policies. At September 30, 2025, $14,316,750 has been accrued, based on an actuarial assessment, to provide for potential losses resulting from pending or threatened litigation, asserted claims and claims incurred but not reported.

VI. SCHEDULE OF OUTSTANDING BONDED DEBT

Outstanding bonded debt of the County consisted of the following as of April 30, 2026:

	AMOUNT	INTEREST RATES
2015A - Limited Tax Refunding & Improvement Bonds	5,550,000	1.97%
2016 - Limited Tax Refunding Bonds	20,490,000	1.48%
2017 - Limited Tax Refunding Bonds	18,525,000	2.13%
2022A - Limited Tax Refunding Bonds	19,060,000	2.45%
2022B - Limited Tax Refunding Bonds	45,275,000	3.13%
2022 - Limited Tax Bonds	205,150,000	4.00% to 5.00%
Total Outstanding Bonded Debt	314,050,000	

Arbitrage provisions of the Internal Revenue Tax Act of 1986 require the County to rebate excess arbitrage earnings from bond proceeds to the federal government. This amount was estimated to be $6,222,633 as of September 30, 2025.

The following is a summary of annual debt service payments to maturity for the County's bonds as of September 30, 2025. Principal payments are made annually in July. Interest payments are made biannually in January and July.

Fiscal Year	Principal	Interest	Total
2026	30,535,000	11,563,132	42,098,132
2027	25,660,000	10,778,043	36,438,043
2028	22,480,000	10,079,866	32,559,866
2029	16,075,000	9,454,379	25,529,379
2030	16,615,000	8,911,149	25,526,149
2031	13,235,000	8,346,894	21,581,894
2032	13,740,000	7,844,648	21,584,648
2033	14,260,000	7,321,086	21,581,086
2034	12,150,000	6,775,457	18,925,457
2035	12,655,000	6,271,814	18,926,814
2036	8,870,000	5,745,450	14,615,450
2037	9,315,000	5,301,950	14,616,950
2038	9,780,000	4,836,200	14,616,200
2039	10,270,000	4,347,200	14,617,200
2040	10,680,000	3,936,400	14,616,400
2041	11,105,000	3,509,200	14,614,200
2042	11,550,000	3,065,000	14,615,000
2043	12,015,000	2,603,000	14,618,000
2044	12,495,000	2,122,400	14,617,400
2045	12,995,000	1,622,600	14,617,600
2046	13,515,000	1,102,800	14,617,800
2047	14,055,000	562,200	14,617,200
Total:	$ 314,050,000	$ 126,100,868	$ 440,150,868


TARRANT COUNTY, TEXAS

VII. SCHEDULE OF INTERFUND TRANSFERS

The following is a summary of County interfund transfers as of April 30, 2026:

	TRANSFERS IN	TRANSFERS OUT
GENERAL FUND		
Transfers from court house security fund	$ 606,058.08	$ -
Transfers from justice court building security fund	5,055.90	-
Transfers from language access fund	127,920.80	-
Transfers to capital replacement fund	-	6,903,810.65
Transfers to cscd bond supervision unit	-	2,553,165.18
Transfers to employee group insurance fund	-	1,750,000.00
Transfers to non-debt capital fund	-	6,416,666.65
Transfers to road and bridge fund	-	5,615,225.60
Transfers to law enforcement task force fund	-	145,833.35
Transfers to self-insurance fund	-	1,020,833.35
TOTAL GENERAL FUND	739,034.78	24,405,534.78
ROAD AND BRIDGE FUND		
Transfers from general fund	5,615,225.60	-
TOTAL ROAD AND BRIDGE FUND	5,615,225.60	-
CAPITAL FUNDS		
NON-DEBT CAPITAL FUND (45100)		
Transfers to capital replacement fund	-	6,025,833.35
Transfers to employee group insurance fund	-	2,333,333.35
Transfers from general fund	6,416,666.65	-
CAPITAL REPLACEMENT FUND (45400)		
Transfers from general fund	6,903,810.65	-
Transfers from non-debt capital fund	6,025,833.35	-
TOTAL CAPITAL FUNDS	19,346,310.65	8,359,166.70
SPECIAL REVENUE FUNDS		
COURTHOUSE SECURITY FUND (22100)		
Transfers to general fund	-	606,058.08
JUSTICE COURT BUILDING SECURITY (22800)		
Transfers to general fund	-	5,055.90
LANGUAGE ACCESS FUND (23600)		
Transfers to general fund	-	127,920.80
LAW ENFORCEMENT TASK FORCE FUND (S9300)		
Transfers from general fund	145,833.35	-
CSCD BOND SUPERVISION FUND (T3300)		
Transfers from general fund	2,553,165.18	-
TOTAL SPECIAL REVENUE FUNDS	2,698,998.53	739,034.78

VII. SCHEDULE OF INTERFUND TRANSFERS (CONTINUED)

	TRANSFERS IN	TRANSFERS OUT
INTERNAL SERVICE FUNDS		
SELF-INSURANCE FUND (61500)		
Transfers from general fund	1,020,833.35	-
EMPLOYEE GROUP INSURANCE (65100)		
Transfers from general fund	1,750,000.00	-
Transfers from non-debt capital fund	2,333,333.35	-
TOTAL INTERNAL SERVICE FUNDS	5,104,166.70	-
TOTAL TRANSFERS	$ 33,503,736.26	$ 33,503,736.26


TARRANT COUNTY, TEXAS

CAPITAL PROJECT FUNDS
FUND DESCRIPTIONS

FUND 45100 - NON-DEBT CAPITAL FUND

This fund was established to account for capital acquisitions funded from County auction proceeds, operating transfers from general fund, gas signing bonuses and gas royalties.

FUND 45400 – CAPITAL REPLACEMENT FUND

This fund was established to account for long-term planning replacement of capital assets.

FUND 45500 - COURT FACILITY FUND

This fund was established pursuant to State statutes, to account for the collection and expenditure of monies collected from filing ffes for the construction, renovation, or improvement of facilities that house the courts.

FUND 47600 – 2006 BOND ELECTION FUND

This fund was established to account for the expenditure of the proceeds of General Obligation Bonds issued to fund capital acquisitions originally approved by the voters.

FUND 47700 – 2006 BOND ELECTION-TRANSPORTATION FUND

This fund was established to account for the expenditure of the proceeds of General Obligation Bonds issued to fund transportation projects originally approved by the voters.

FUND 47800 – 2021 BOND ELECTION-TRANSPORTATION FUND

This fund was established to account for the expenditure of the proceeds of General Obligation Bonds issued to fund transportation projects originally approved by the voters.

FUND 51200 – OIL & GAS ROYALTY FUND

This fund was established to account for proceeds from the lease of County mineral rights on the Resource Connection campus.

COMBINING BALANCE SHEET
CAPITAL PROJECTS FUNDS
As of 4/30/2026

Combined Total		Non-Debt Capital	Capital Replacement Fund	Court Facility Fund
	ASSETS			
$ 445,225,873	Cash, cash equivalents, and investments	$ 51,212,887	$ 204,343,394	$ 3,236,748
159,000	Supplies and prepaid items	150,000	9,000	-
$ 445,384,873	TOTAL ASSETS	$ 51,362,887	$ 204,352,394	$ 3,236,748
	LIABILITIES			
2,609,044	Accounts payable	1,862,346	655,382	367
2,609,044	TOTAL LIABILITIES	1,862,346	655,382	367
	FUND BALANCES			
442,775,829	TOTAL FUND BALANCES	49,500,541	203,697,012	3,236,381
$ 445,384,873	TOTAL LIABILITIES AND FUND BALANCES	$ 51,362,887	$ 204,352,394	$ 3,236,748

2006 Bond Election	2006 Bond Election Transportation	2021 Bond Election Transportation	Oil & Gas Royalty
$ 1,784,959	$ 8,353,452	$ 174,422,122	$ 1,872,311
-	-	-	-
$ 1,784,959	$ 8,353,452	$ 174,422,122	$ 1,872,311
-	-	69,750	21,199
-	-	69,750	21,199
1,784,959	8,353,452	174,352,372	1,851,112
$ 1,784,959	$ 8,353,452	$ 174,422,122	$ 1,872,311

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES CAPITAL PROJECTS FUNDS

For the seven (7) months ended 4/30/2026

Combined Total		Non-Debt Capital	Capital Replacement Fund	Court Facility Fund
	REVENUES:			
$ 545,320	Fees of office	$ -	$ -	$ 545,320
10,270,690	Investment income	1,357,801	4,464,620	65,099
198,083	Other revenues	162,851	-	-
11,014,093	TOTAL REVENUES	1,520,652	4,464,620	610,419
	EXPENDITURES:			
37,088,445	Capital outlay	15,956,148	9,140,698	1,308
37,088,445	TOTAL EXPENDITURES	15,956,148	9,140,698	1,308
(26,074,352)	Excess (deficiency) of revenues over (under) expenditures	(14,435,496)	(4,676,078)	609,111
	OTHER FINANCING SOURCES (USES):			
19,346,311	Transfers in	6,416,667	12,929,644	-
(8,359,167)	Transfers out	(8,359,167)	-	-
10,987,144	TOTAL OTHER FINANCING SOURCES (USES)	(1,942,500)	12,929,644	-
(15,087,208)	CHANGE IN FUND BALANCE	(16,377,996)	8,253,566	609,111
457,863,037	FUND BALANCES, beginning of year	65,878,537	195,443,446	2,627,270
$ 442,775,829	FUND BALANCES, end of period	$ 49,500,541	$ 203,697,012	$ 3,236,381

2006 Bond Election	2006 Bond Election Transportation	2021 Bond Election Transportation	Oil & Gas Royalty
$ -	$ -	$ -	$ -
39,499	195,736	4,147,935	-
-	-	-	35,232
39,499	195,736	4,147,935	35,232
292	672,040	11,312,952	5,007
292	672,040	11,312,952	5,007
39,207	(476,304)	(7,165,017)	30,225
-	-	-	-
-	-	-	-
-	-	-	-
39,207	(476,304)	(7,165,017)	30,225
1,745,752	8,829,756	181,517,389	1,820,887
$ 1,784,959	$ 8,353,452	$ 174,352,372	$ 1,851,112

NONMAJOR GOVERNMENTAL FUNDS
SPECIAL REVENUE FUNDS - FUND DESCRIPTIONS

FUND 24100 - LAW LIBRARY FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies collected in civil cases supporting the Tarrant County Law Library.

FUND 25100 - VEHICLE INVENTORY TAX FUND

This fund was established, pursuant to State statutes, to account for any interest earnings generated from the vehicle inventory tax, which the collector shall retain to defray the cost of collecting this tax. The Tax Assessor has discretion over the use of this fund.

RECORDS PRESERVATION AND TECHNOLOGY FUNDS

These funds were established, pursuant to State statutes, to account for the collection and expenditure of monies collected for the preservation and automation of County records. These funds are further described on page 31.

FUND 24200 - EDUCATION FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies collected to provide for the continuing education of those officials and employees associated with the probate courts and certain law enforcement offices.

FUND T0400 - PUBLIC HEALTH FUND

The Tarrant County Hospital District provides funding for the operation of the Tarrant County Health Department in an effort to aggregate the cost of health service to Tarrant County residents. This funding arrangement began in 1999. These costs were previously paid from the County's General fund. This fund also includes the Medicaid 1115 Waiver, this waiver is to enhance access to health care, increase the quality of care, improve the cost-effectiveness of care provided and better serve the health of the patients and their families.

FUND 22300 - CONSUMER HEALTH FUND

This fund was established, pursuant to State statutes, to account for the collection of food permit fees and expenditures incurred in connection with issuing permits and conducting inspections.

COURT DESIGNATED FUNDS

These funds were established to account for the collection and expenditures of court ordered fees, pursuant to State statutes. These funds are further described on page 36.

FUNDS D6200, D8700-D8900 - DISTRICT ATTORNEY CONTRACTS

These funds are used to account for monies collected by the District Attorney which are used in the investigation of criminal activities. These monies consist primarily of fees for bad checks and forfeited monies resulting from narcotics related convictions.

FUNDS S4300-S9700 – SHERIFF CONTRACTS

These funds are used to account for monies collected by activities in the Sheriff Department. These activities include fees from operation of the jail commissary which are used for the benefit of the jail inmates. Some of these funds are the custody of the Sheriff. Monies are also collected from forfeitures resulting from narcotics related activities.

FUNDS G1100,T0500-T9900 – MISCELLANEOUS CONTRACTS

These funds are used to account for monies received by Tarrant County as contributions for specified purposes.

COMBINING BALANCE SHEET
OTHER GOVERNMENTAL FUNDS
As of 4/30/2026

Combined Total		Law Library	Vehicle Inventory Tax	Records Preservation & Technology Funds
	ASSETS			
$ 119,398,309	Cash, cash equivalents, and investments	$ 2,728,670	$ 5,420,165	$ 27,354,294
3,981,355	Other receivables (net)	-	-	-
216,603	Supplies and prepaid items	209	-	7,494
$ 123,596,267	TOTAL ASSETS	$ 2,728,879	$ 5,420,165	$ 27,361,788
	LIABILITIES			
$ 736,539	Accounts payable	$ 4,545	$ 2,649	$ 19,764
1,277,787	Other liabilities	33,644	3,217	77,832
140,650	Due to other funds	-	-	-
1,415,489	Unearned revenue	-	-	-
3,570,465	TOTAL LIABILITIES	38,189	5,866	97,596
	DEFERRED INFLOWS OF RESOURCES			
288,487	Deferred lease inflow	-	-	-
288,487	TOTAL DEFERRED INFLOWS OF RESOURCES	-	-	-
	FUND BALANCES			
119,737,315	TOTAL FUND BALANCES	2,690,690	5,414,299	27,264,192
$ 123,596,267	TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	$ 2,728,879	$ 5,420,165	$ 27,361,788

Education	Public Health	Consumer Health	Court Designated Funds	District Attorney Contracts	Sheriff Contracts	Miscellaneous Contracts
$ 417,332	$ 36,489,448	$ 3,524,447	$ 7,127,425	$ 2,563,643	$ 5,287,474	$ 28,485,411
-	3,633,238	-	-	670	417	347,030
-	7,768	-	-	-	201,132	-
$ 417,332	$ 40,130,454	$ 3,524,447	$ 7,127,425	$ 2,564,313	$ 5,489,023	$ 28,832,441
$ 14,889	$ 200,378	$ 10	$ 8,009	$ 37,893	$ 109,797	$ 338,605
-	619,972	70,533	41,893	-	70,993	359,703
-	-	-	-	-	-	140,650
-	-	-	-	-	-	1,415,489
14,889	820,350	70,543	49,902	37,893	180,790	2,254,447
-	288,487	-	-	-	-	-
-	288,487	-	-	-	-	-
402,443	39,021,617	3,453,904	7,077,523	2,526,420	5,308,233	26,577,994
$ 417,332	$ 40,130,454	$ 3,524,447	$ 7,127,425	$ 2,564,313	$ 5,489,023	$ 28,832,441

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OTHER GOVERNMENTAL FUNDS

For the seven (7) months ended 4/30/2026

Combined Total		Law Library	Vehicle Inventory Tax	Records Preservation & Technology Fund
	REVENUES:			
$ 176,198	Taxes	$ -	$ 176,198	$ -
3,500	Licenses and permits	-	-	-
12,628,391	Fees of office	957,893	339,480	3,400,559
13,212,522	Intergovernmental	-	-	-
2,315,035	Investment income	-	102,264	605,747
3,682,566	Other revenues	27,524	502	468
32,018,212	TOTAL REVENUES	985,417	618,444	4,006,774
	EXPENDITURES:			
	Current:			
6,569,934	General government	-	66,922	475,168
5,679,111	Public safety	-	-	-
2,695,461	Judicial	121,855	-	1,163,425
17,650,328	Community services	701,681	-	-
750,929	Capital outlay	16,903	8,341	2,011
	Debt service:			
73,244	Principal payments	-	-	30,395
3,949	Interest and fiscal charges	-	-	3,147
33,422,956	TOTAL EXPENDITURES	840,439	75,263	1,674,146
(1,404,744)	Excess (deficiency) of revenues over (under) expenditures	144,978	543,181	2,332,628
	OTHER FINANCING SOURCES (USES):			
2,698,998	Transfers in	-	-	-
(739,035)	Transfers out	-	-	-
1,959,963	TOTAL OTHER FINANCING SOURCES (USES)	-	-	-
555,219	CHANGE IN FUND BALANCE	144,978	543,181	2,332,628
119,182,096	FUND BALANCES, beginning of year	2,545,712	4,871,118	24,931,564
$ 119,737,315	FUND BALANCES, end of period	$ 2,690,690	$ 5,414,299	$ 27,264,192

Education	Public Health	Consumer Health	Court Designated Funds	District Attorney Contracts	Sheriff Contracts	Miscellaneous Contracts
$ -	$ -	$ -	$ -	$ -	$ -	$ -
-	-	-	-	-	-	3,500
15,084	881,704	1,580,801	1,894,624	726	-	3,557,520
173,146	10,275,502	-	385,959	-	-	2,377,915
-	873,173	-	110,886	57,244	101,751	463,970
-	253,347	-	845	171,613	2,158,494	1,069,773
188,230	12,283,726	1,580,801	2,392,314	229,583	2,260,245	7,472,678
-	2,930,592	-	110,000	-	-	2,987,252
52,239	-	-	-	-	1,969,048	3,657,824
14,028	-	-	744,284	174,382	-	477,487
-	10,827,775	995,827	-	-	-	5,125,045
-	73,258	-	2,483	62,661	319,594	265,678
-	-	-	-	-	42,849	-
-	-	-	-	-	802	-
66,267	13,831,625	995,827	856,767	237,043	2,332,293	12,513,286
121,963	(1,547,899)	584,974	1,535,547	(7,460)	(72,048)	(5,040,608)
-	-	-	-	-	145,833	2,553,165
-	-	-	(739,035)	-	-	-
-	-	-	(739,035)	-	145,833	2,553,165
121,963	(1,547,899)	584,974	796,512	(7,460)	73,785	(2,487,443)
280,480	40,569,516	2,868,930	6,281,011	2,533,880	5,234,448	29,065,437
$ 402,443	$ 39,021,617	$ 3,453,904	$ 7,077,523	$ 2,526,420	$ 5,308,233	$ 26,577,994


TARRANT COUNTY, TEXAS

RECORDS PRESERVATION FUNDS
FUND DESCRIPTIONS

FUND 21100 - RECORDS PRESERVATION & AUTOMATION FUND - FILINGS

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies collected from filing fees to allow for the preservation and automation of County records. The County Clerk has discretion over the use of this fund.

FUND 21200 - RECORDS PRESERVATION & AUTOMATION FUND - CONVICTIONS

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies collected in court for the preservation and automation of County records.

FUND 21300 - RECORDS PRESERVATION & RESTORATION FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies collected from filing fees for the preservation and restoration of County records.

FUND 21400 - COURT RECORD PRESERVATION FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies collected from filing fees for the preservation and restoration of County records.

FUND 21500 – DISTRICT COURT RECORDS TECHNOLOGY (ARCHIVE) FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies collected from filing fees for the preservation and restoration of district court records archives.

FUND 21600 – DISTRICT CLERK RECORDS MANAGEMENT AND PRESERVATION FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies collected from filing fees for the records management and preservation services by the court clerk.

COMBINING BALANCE SHEET
RECORDS PRESERVATION FUNDS
As of 4/30/2026

Combined Total		Records Preservation & Automation -Filings	Records Preservation & Automation -Convictions	Records Preservation & Restoration
	ASSETS			
$ 27,354,294	Cash, cash equivalents, and investments	$ 14,552,822	$ 107,103	$ 9,815,644
7,494	Supplies and prepaid items	-	-	7,494
$ 27,361,788	TOTAL ASSETS	$ 14,552,822	$ 107,103	$ 9,823,138
	LIABILITIES			
$ 19,764	Accounts payable	$ 4,142	$ 1,622	$ 5,050
77,832	Other liabilities	21,573	-	6,945
97,596	TOTAL LIABILITIES	25,715	1,622	11,995
	FUND BALANCES			
27,264,192	TOTAL FUND BALANCES	14,527,107	105,481	9,811,143
$ 27,361,788	TOTAL LIABILITIES AND FUND BALANCES	$ 14,552,822	$ 107,103	$ 9,823,138

Court Record Preservation	District Court Records Technology (Archive)	District Clerk Records Management & Preservation
$ 464,869	$ 53,960	$ 2,359,896
-	-	-
$ 464,869	$ 53,960	$ 2,359,896
$ -	$ 8,950	$ -
1,317	-	47,997
1,317	8,950	47,997
463,552	45,010	2,311,899
$ 464,869	$ 53,960	$ 2,359,896

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES RECORDS PRESERVATION FUNDS

For the seven (7) months ended 4/30/2026

Combined Total		Records Preservation & Automation -Filings	Records Preservation & Automation -Convictions	Records Preservation & Restoration
	REVENUES:			
$ 3,400,559	Fees of office	$ 1,485,951	$ 3,904	$ 1,240,887
605,747	Investment income	313,400	2,321	227,050
468	Other revenues	77	270	-
4,006,774	TOTAL REVENUES	1,799,428	6,495	1,467,937
	EXPENDITURES:			
	Current:			
475,168	General government	351,742	-	123,426
1,163,425	Judicial	476,217	-	-
2,011	Capital outlay	2,011	-	-
	Debt service:			
30,395	Principal payments	-	-	30,395
3,147	Interest and fiscal charges	-	-	3,147
1,674,146	TOTAL EXPENDITURES	829,970	-	156,968
2,332,628	Excess (deficiency) of revenues over (under) expenditures	969,458	6,495	1,310,969
24,931,564	FUND BALANCES, beginning of year	13,557,649	98,986	8,500,174
$ 27,264,192	FUND BALANCES, end of period	$ 14,527,107	$ 105,481	$ 9,811,143

Court Record Preservation	District Court Records Technology (Archive)	District Clerk Records Management & Preservation
$ 1,551	$ 1,554	$ 666,712
10,503	1,177	51,296
121	-	-
12,175	2,731	718,008
-	-	-
22,592	8,950	655,666
-	-	-
-	-	-
-	-	-
22,592	8,950	655,666
(10,417)	(6,219)	62,342
473,969	51,229	2,249,557
$ 463,552	$ 45,010	$ 2,311,899

COURT DESIGNATED FUNDS
FUND DESCRIPTIONS

FUND 22100 - COURTHOUSE SECURITY FUND

This fund was established, pursuant to State statutes, to account for the collection of Courthouse security fees assessed in court cases. Revenue is subsequently transferred to the general fund where expenditures for Courthouse security are recorded.

FUND 22400 – JUVENILE DELINQUENCY PREVENTION FUND

This fund was established, pursuant to State statutes, to account for the collection of a fee related to graffiti court cases. The revenues in this fund are to be used to repair damages, provide educational and intervention programs, and provide rewards to the public for aiding in the apprehension and prosecution of offenders who commit graffiti offenses.

FUND 22500 - ALTERNATIVE DISPUTE RESOLUTION SYSTEM (ADRS)

This fund was established, pursuant to State statutes, to account for an alternative dispute resolution system for the peaceable and expeditious resolution of citizen disputes.

FUND 22600 – PROBATE CONTRIBUTIONS FUND

This fund was established, pursuant to State statutes, to account for the collection of a fee under Section 51.704. The revenues in this fund are to be used for court-related purposes for the support of the statutory probate courts.

FUND 24300 - APPELLATE JUDICIAL SYSTEM FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies collected in civil cases to provide for a portion of the operational costs of the Court of Appeals.

FUND 22700 – JUSTICE COURT TECHNOLOGY FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies to provide for technology in the justice of the peace courts.

FUND 22800 – JUSTICE COURT BUILDING SECURITY FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies to provide for security in the justice court buildings.

FUND 22900 – CHILD ABUSE PREVENTION FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies to provide for child abuse prevention programs.

FUND 23100 – GUARDIANSHIP FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies to provide compensation of a guardian ad litem, an attorney ad litem, and/or fund local guardianship programs for indigent incapacitated persons.

FUND 23200 – DRUG AND ALCOHOL COURT FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies to provide for drug and alcohol court program.

FUND 23300 – COUNTY AND DISTRICT COURT TECHNOLOGY FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies to provide for county and district court technology.

FUND 23400 – SPECIALTY COURT FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies to provide for eligible specialty court programs.

FUND 23500 – TRUANCY PREVENTION AND DIVERSION FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies to provide for a juvenile case manager and implement programs to prevent or reduce juvenile referrals to the court.

FUND 23600 – LANGUAGE ACCESS FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies to provide language access services for individuals appearing before the court or receiving court services.

COMBINING BALANCE SHEET (CONTINUED)
COURT DESIGNATED FUNDS
As of 4/30/2026

Combined Total		Courthouse Security	Juvenile Delinquency Prevention	ADRS
	ASSETS			
7,127,425	Cash, cash equivalents, and investments	-	9,201	3,922,320
$ 7,127,425	TOTAL ASSETS	$ -	$ 9,201	$ 3,922,320
	LIABILITIES			
$ 8,009	Accounts payable	$ -	$ -	$ 8,009
41,893	Other liabilities	-	-	31,410
49,902	TOTAL LIABILITIES	-	-	39,419
	FUND BALANCES			
7,077,523	TOTAL FUND BALANCES	-	9,201	3,882,901
$ 7,127,425	TOTAL LIABILITIES AND FUND BALANCES	$ -	$ 9,201	$ 3,922,320

Probate Contribution Fund	Appellate Judicial System	Justice Court Technology Fund	Justice Court Bldg Security Fund	Child Abuse Prevention Fund	Guardianship Fund	Drug & Alcohol Court
1,453,987	40,105	339,828	-	39,692	121,625	117,581
$ 1,453,987	$ 40,105	$ 339,828	$ -	$ 39,692	$ 121,625	$ 117,581
$ -	$ -	$ -	$ -	$ -	$ -	$ -
4,899	5,584	-	-	-	-	-
4,899	5,584	-	-	-	-	-
1,449,088	34,521	339,828	-	39,692	121,625	117,581
$ 1,453,987	$ 40,105	$ 339,828	$ -	$ 39,692	$ 121,625	$ 117,581

COMBINING BALANCE SHEET (CONCLUDED)
COURT DESIGNATED FUNDS
As of 4/30/2026

	County & District Court Technology Fund	Specialty Court Fund	Truancy Prevention & Diversion Fund	Language Access Fund
ASSETS				
Cash, cash equivalents, and investments	356,733	55,150	213,210	457,993
TOTAL ASSETS	$ 356,733	$ 55,150	$ 213,210	$ 457,993
LIABILITIES				
Accounts payable	$ -	$ -	$ -	$ -
Other liabilities	-	-	-	-
TOTAL LIABILITIES	-	-	-	-
FUND BALANCES				
TOTAL FUND BALANCES	356,733	55,150	213,210	457,993
TOTAL LIABILITIES AND FUND BALANCES	$ 356,733	$ 55,150	$ 213,210	$ 457,993


TARRANT COUNTY, TEXAS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (CONTINUED) - COURT DESIGNATED FUNDS

For the seven (7) months ended 4/30/2026

Combined Total		Courthouse Security	Juvenile Delinquency Prevention	ADRS
	REVENUES:			
$ 1,894,624	Fees of office	$ 606,058	$ 3,501	$ 680,233
385,959	Intergovernmental	-	-	-
110,886	Investment income	-	148	83,950
845	Other revenues	-	-	800
2,392,314	TOTAL REVENUES	606,058	3,649	764,983
	EXPENDITURES:			
	Current:			
110,000	General government	-	-	-
744,284	Judicial	-	-	463,464
2,483	Capital outlay	-	-	-
856,767	TOTAL EXPENDITURES	-	-	463,464
1,535,547	Excess (deficiency) of revenues over (under) expenditures	606,058	3,649	301,519
	OTHER FINANCING SOURCES (USES):			
(739,035)	Transfers out	(606,058)	-	-
(739,035)	TOTAL OTHER FINANCING SOURCES (USES)	(606,058)	-	-
796,512	CHANGE IN FUND BALANCE	-	3,649	301,519
6,281,011	FUND BALANCES, beginning of year	-	5,552	3,581,382
$ 7,077,523	FUND BALANCES, end of period	$ -	$ 9,201	$ 3,882,901

Probate Contribution Fund	Appellate Judicial System	Justice Court Technology Fund	Justice Court Bldg Security Fund	Child Abuse Prevention Fund	Guardianship Fund	Drug & Alcohol Court
$ -	$ 136,374	$ 16,621	$ 5,056	$ 4,697	$ 63,879	$ 1,414
385,959	-	-	-	-	-	-
-	900	7,325	-	906	2,103	2,586
-	-	9	-	-	-	-
385,959	137,274	23,955	5,056	5,603	65,982	4,000
-	-	-	-	-	110,000	-
75,901	127,772	-	-	5,000	-	-
2,483	-	-	-	-	-	-
78,384	127,772	-	-	5,000	110,000	-
307,575	9,502	23,955	5,056	603	(44,018)	4,000
-	-	-	(5,056)	-	-	-
-	-	-	(5,056)	-	-	-
307,575	9,502	23,955	-	603	(44,018)	4,000
1,141,513	25,019	315,873	-	39,089	165,643	113,581
$ 1,449,088	$ 34,521	$ 339,828	$ -	$ 39,692	$ 121,625	$ 117,581

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (CONCLUDED) - COURT DESIGNATED FUNDS

For the seven (7) months ended 4/30/2026

	County & District Court Technology Fund	Specialty Court Fund	Truancy Prevention & Diversion Fund	Language Access Fund
REVENUES:				
Fees of office	$ 18,188	$ 94,842	$ 20,014	$ 243,747
Intergovernmental	-	-	-	-
Investment income	7,668	814	4,486	-
Other revenues	36	-	-	-
TOTAL REVENUES	25,892	95,656	24,500	243,747
EXPENDITURES:				
Current:				
General government	-	-	-	-
Judicial	-	72,147	-	-
Capital outlay	-	-	-	-
TOTAL EXPENDITURES	-	72,147	-	-
Excess (deficiency) of revenues over (under) expenditures	25,892	23,509	24,500	243,747
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	(127,921)
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	(127,921)
CHANGE IN FUND BALANCE	25,892	23,509	24,500	115,826
FUND BALANCES, beginning of year	330,841	31,641	188,710	342,167
FUND BALANCES, end of period	$ 356,733	$ 55,150	$ 213,210	$ 457,993


TARRANT COUNTY, TEXAS

SUMMARY OF CASH AND INVESTMENTS
GOVERNMENTAL, PROPRIETARY, AND FIDUCIARY FUNDS
As of 4/30/2026

	BEGINNING CASH BALANCE April 2026	INCREASE (DECREASE) FOR April 2026	ENDING CASH BALANCE April 2026
GOVERNMENTAL FUNDS:			
MAJOR FUNDS			
General Fund	$ 414,657,098	(45,295,359)	$ 369,361,739
Road and Bridge	27,204,588	(809,325)	26,395,263
Debt Service	32,999,477	284,384	33,283,861
Capital Projects	448,272,337	(3,046,464)	445,225,873
Grant Funds	38,945,837	(1,871,555)	37,074,282
Other Governmental Funds	120,955,864	(1,557,555)	119,398,309
TOTAL GOVERNMENTAL FUNDS	1,083,035,201	(52,295,874)	1,030,739,327
PROPRIETARY FUNDS:			
INTERNAL SERVICE FUNDS			
Self Insurance	13,966,658	39,329	14,005,987
Workers Compenstation	6,609,741	(60,604)	6,549,137
County Clerk Professional Liability	849,155	2,579	851,734
District Clerk Professional Liability	471,892	1,432	473,324
Employee Benefits	23,176,280	(508,924)	22,667,356
TOTAL PROPRIETARY FUNDS	45,073,726	(526,188)	44,547,538
FIDUCIARY FUNDS:			
State Comptroller Fund	13,877,807	774,546	14,652,353
Other Custodial Funds	339,210,452	(129,607,166)	209,603,286
Community Supervision & Corrections	13,154,930	(1,436,377)	11,718,553
TOTAL FIDUCIARY FUNDS	366,243,189	(130,268,997)	235,974,192
TOTAL GOVERNMENTAL, PROPRIETARY, AND FIDUCIARY FUNDS:	$ 1,494,352,116	(183,091,059)	$ 1,311,261,057

TARRANT COUNTY

BUDGETARY INFORMATION


TARRANT COUNTY, TEXAS

SUMMARY BUDGET VERSUS ACTUAL (BUDGET BASIS)
REVENUE AND EXPENDITURES (TAX SUPPORTED FUNDS) (CONTINUED)
For the seven (7) months ended 4/30/2026

	Current Month Actual	YTD Total	Budget	Percent	Last Year Percent
GENERAL FUND					
REVENUES:					
Taxes	$ 858,571	$ 482,699,565	$ 487,149,069	99.09%	98.23%
Licenses	44,975	337,413	1,300,000	25.95%	58.79%
Fees of Office	3,659,945	64,921,450	75,138,700	86.40%	81.83%
Intergovernmental	4,779,315	20,441,360	36,594,309	55.86%	55.88%
Investment Income	1,294,299	6,457,376	9,394,575	68.74%	55.74%
Other Revenues	1,304,013	7,507,011	11,283,450	66.53%	73.03%
Transfers	124,371	739,035	1,200,000	61.59%	58.53%
Contingent	-	-	5,000,000		
Cash Carryforward	-	122,704,690	113,835,104		
Total Revenues	$ 12,065,489	$ 705,807,900	$ 740,895,207	95.26%	93.93%
EXPENDITURES:					
Personnel	$ 37,662,577	$ 261,018,766	$ 443,927,755	58.80%	58.15%
Other	14,082,761	110,971,081	156,260,144	71.02%	65.49%
Transfers	3,426,232	24,405,535	42,593,382	57.30%	59.51%
Grant Match and Subsidy	6,103	316,487	3,321,515	9.53%	10.51%
Undesignated	-	-	6,792,411		
Contingent	-	-	5,000,000		
Reserves	-	-	83,000,000		
Total Expenditures	$ 55,177,673	$ 396,711,869	$ 740,895,207	53.54%	52.03%
ROAD & BRIDGE FUND					
REVENUES:					
Taxes	$ 21	$ 126	$ -	OVER 100%	
Fees of Office	1,771,560	11,586,920	19,099,750	60.67%	60.09%
Intergovernmental	-	35,343	63,000	56.10%	94.53%
Investment Income	79,213	583,148	900,000	64.79%	85.01%
Other Revenues	12,585	466,178	205,000	OVER 100%	83.49%
Transfers	802,175	5,615,226	9,626,101	58.33%	58.33%
Cash Carryforward	-	20,029,304	12,293,794		
Total Revenues	$ 2,665,554	$ 38,316,245	$ 42,187,645	90.82%	82.71%
EXPENDITURES:					
Personnel	$ 1,639,729	$ 11,152,284	$ 21,428,661	52.04%	53.00%
Other	1,453,041	9,553,611	20,235,030	47.21%	35.02%
Undesignated	-	-	523,954		
Total Expenditures	$ 3,092,770	$ 20,705,895	$ 42,187,645	49.08%	41.93%

SUMMARY BUDGET VERSUS ACTUAL (BUDGET BASIS)
REVENUE AND EXPENDITURES (TAX SUPPORTED FUNDS) (CONCLUDED)
For the seven (7) months ended 4/30/2026

	Current Month Actual	YTD Total	Budget	Percent	Last Year Percent
DEBT SERVICE FUND					
REVENUES:					
Taxes	$ 184,025	$ 36,733,884	$ 37,886,350	96.96%	98.18%
Investment Income	100,359	381,719	675,000	56.55%	57.93%
Cash Carryforward	-	1,949,823	1,844,483		
Total Revenues	$ 284,384	$ 39,065,426	$ 40,405,833	96.68%	97.46%
EXPENDITURES:					
Principal	$ -	$ -	$ 32,816,567	0.00%	0.00%
Interest and fees	-	5,781,566	5,789,266	99.87%	53.13%
Reserves	-	-	1,800,000		
Total Expenditures	$ -	$ 5,781,566	$ 40,405,833	14.31%	14.87%

GENERAL FUND FEES OF OFFICE ANALYSIS (BUDGET BASIS)

For the seven (7) months ended 4/30/2026

FEE OFFICE	Actual Revenue	Annual Budget	Percent Collected	Last Year Percent
Tax Assesor/Collector	$ 47,357,859	$ 46,418,000	OVER 100%	95.22%
County Clerk	7,153,996	11,189,300	63.94%	59.97%
Sheriff	231,156	348,800	66.27%	73.82%
Constable 1	478,857	839,500	57.04%	57.59%
Constable 2	703,884	1,265,000	55.64%	56.21%
Constable 3	330,319	575,000	57.45%	54.18%
Constable 4	338,995	575,000	58.96%	66.86%
Constable 5	353,219	690,000	51.19%	54.65%
Constable 6	338,949	603,750	56.14%	58.29%
Constable 7	702,243	1,092,500	64.28%	60.26%
Constable 8	576,135	1,121,250	51.38%	58.80%
District Clerk	2,906,155	4,977,000	58.39%	62.98%
Domestic Relations	520,194	926,600	56.14%	60.52%
District Attorney	64,856	110,000	58.96%	68.32%
Justice of the Peace 1	158,085	220,000	71.86%	66.40%
Justice of the Peace 2	247,036	350,000	70.58%	60.70%
Justice of the Peace 3	136,041	170,000	80.02%	66.76%
Justice of the Peace 4	198,074	225,000	88.03%	77.63%
Justice of the Peace 5	150,956	220,000	68.62%	66.04%
Justice of the Peace 6	163,432	200,000	81.72%	61.68%
Justice of the Peace 7	253,707	365,000	69.51%	69.27%
Justice of the Peace 8	213,742	280,000	76.34%	69.07%
County Courts	13,489	23,000	58.65%	59.82%
Medical Examiner	999,876	1,835,000	54.49%	57.27%
Other	328,945	519,000	63.38%	62.89%
TOTAL	$ 64,920,200	$ 75,138,700	86.40%	81.83%
RATABLE COLLECTION PERCENTAGE			58.33%	

GENERAL FUND (CONTINUED)
BUDGET REPORT BY DEPARTMENT
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
GENERAL FUND (10000)						
County Judge	$ 98,918	$ 2,118	$ 686,503	$ 1,192,228	$ 505,725	57.58%
County Administrator	187,426	9,229	1,121,864	2,114,683	992,819	53.05%
Communications	12,045	15,000	145,378	455,958	310,580	31.88%
Emergency Management	15,355	-	70,379	206,746	136,367	34.04%
Non-Departmental	4,211,015	975,115	33,550,893	57,240,093	23,689,200	58.61%
Auditor	693,975	28,083	4,880,681	8,210,492	3,329,811	59.44%
Budget/Risk Management	161,799	6	1,171,298	2,168,671	997,373	54.01%
Tax Assessor / Collector	1,386,824	495,688	11,316,658	18,371,680	7,055,022	61.60%
Elections Administration	583,910	284,890	6,634,474	11,836,946	5,202,472	56.05%
Information Technology	3,887,072	7,798,757	38,575,847	57,261,729	18,685,882	67.37%
Human Resources	251,528	232,721	2,000,402	3,530,603	1,530,201	56.66%
Purchasing	223,440	4,890	1,661,321	2,919,180	1,257,859	56.91%
Facilities	452,112	521,821	4,743,290	7,509,913	2,766,623	63.16%
Sheriff	5,725,247	359,594	40,480,031	66,515,790	26,035,759	60.86%
Sheriff - Confinement	11,662,810	6,151,151	78,457,729	116,252,319	37,794,590	67.49%
Constable Precinct 1	146,526	696	1,013,111	1,696,249	683,138	59.73%
Constable Precinct 2	146,328	-	1,018,878	1,777,005	758,127	57.34%
Constable Precinct 3	162,198	982	1,162,798	1,967,161	804,363	59.11%
Constable Precinct 4	116,054	-	782,484	1,386,197	603,713	56.45%
Constable Precinct 5	115,755	1,694	801,477	1,377,202	575,725	58.20%
Constable Precinct 6	95,770	35	651,179	1,163,944	512,765	55.95%
Constable Precinct 7	166,281	3,497	1,108,103	1,913,662	805,559	57.90%
Constable Precinct 8	164,934	703	1,096,734	1,893,323	796,589	57.93%
Medical Examiner	1,403,700	487,033	10,740,451	17,443,575	6,703,124	61.57%
Fire Marshal	46,769	579	311,250	468,964	157,714	66.37%
Community Supervision	304,465	69	2,553,339	5,133,177	2,579,838	49.74%
Juvenile Services	2,163,101	1,669,027	16,398,302	27,121,397	10,723,095	60.46%
Buildings	3,808,626	5,194,499	22,905,375	33,132,700	10,227,325	69.13%
Resource Connection	87,874	112,147	628,418	1,078,687	450,269	58.26%
17TH District Court	27,554	490	192,949	341,603	148,654	56.48%
48TH District Court	29,650	20	199,133	353,626	154,493	56.31%
67TH District Court	29,814	-	202,877	349,287	146,410	58.08%
96TH District Court	28,673	-	196,705	344,015	147,310	57.18%
141ST District Court	27,798	-	183,493	335,444	151,951	54.70%
153RD District Court	41,220	141	267,030	451,867	184,837	59.09%
236TH District Court	27,212	976	195,973	337,397	141,424	58.08%
342ND District Court	27,377	-	191,874	340,916	149,042	56.28%
348TH District Court	28,001	699	197,562	342,370	144,808	57.70%
352ND District Court	29,396	-	198,956	342,076	143,120	58.16%
Criminal District Court 1	273,496	-	1,403,200	2,494,503	1,091,303	56.25%
Criminal District Court 2	412,353	-	1,657,818	2,113,076	455,258	78.46%
Criminal District Court 3	266,918	-	2,019,251	2,259,915	240,664	89.35%
Criminal District Court 4	154,702	-	1,251,482	1,901,188	649,706	65.83%
213TH District Court	561,907	-	1,870,014	2,506,565	636,551	74.60%
297TH District Court	260,380	-	1,401,515	2,076,303	674,788	67.50%
371ST District Court	360,912	22	1,851,026	2,404,039	553,013	77.00%
372ND District Court	455,895	-	1,844,875	2,222,358	377,483	83.01%

GENERAL FUND (CONTINUED)
BUDGET REPORT BY DEPARTMENT

For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
GENERAL FUND (10000)						
396TH District Court	$ 222,177	$ -	$ 1,388,815	$ 2,247,361	858,546	61.80%
432ND District Court	215,121	-	1,326,774	2,393,878	1,067,104	55.42%
485TH District Court	330,442	-	1,628,105	2,477,039	848,934	65.73%
Magistrate Court	242,292	-	1,654,145	2,770,613	1,116,468	59.70%
231ST District Court	160,879	-	973,333	1,654,662	681,329	58.82%
233RD District Court	117,564	195	1,103,778	2,194,947	1,091,169	50.29%
322ND District Court	92,935	-	716,083	1,095,384	379,301	65.37%
323RD District Court	129,606	97	1,178,414	2,420,293	1,241,879	48.69%
324TH District Court	87,929	577	649,116	1,082,537	433,421	59.96%
325TH District Court	98,145	1,850	757,241	1,040,920	283,679	72.75%
360TH District Court	100,524	1,500	794,245	1,386,227	591,982	57.30%
Criminal Court Administration	452,896	24,857	3,277,351	5,446,339	2,168,988	60.18%
Grand Jury	23,154	-	162,108	265,270	103,162	61.11%
Criminal Attorney Appointment	71,736	-	457,788	733,339	275,551	62.43%
Criminal Mental Health Court	23,851	-	129,399	286,775	157,376	45.12%
County Court at Law #1	64,545	-	423,337	709,551	286,214	59.66%
County Court at Law #2	60,156	14	420,828	673,246	252,418	62.51%
County Court at Law #3	55,478	-	368,689	697,382	328,693	52.87%
County Criminal Court 1	114,973	-	738,416	1,165,025	426,609	63.38%
County Criminal Court 2	104,287	-	658,546	1,027,408	368,862	64.10%
County Criminal Court 3	123,569	-	703,214	1,036,363	333,149	67.85%
County Criminal Court 4	107,984	-	693,048	997,589	304,541	69.47%
County Criminal Court 5	99,162	-	697,004	1,222,624	525,620	57.01%
County Criminal Court 6	114,112	-	756,692	1,107,143	350,451	68.35%
County Criminal Court 7	85,550	-	645,605	901,810	256,205	71.59%
County Criminal Court 8	97,387	148	645,449	916,287	270,838	70.44%
County Criminal Court 9	84,572	-	637,600	862,093	224,493	73.96%
County Criminal Court 10	82,208	-	619,761	875,046	255,285	70.83%
Probate Court 1	202,070	177	1,270,253	2,278,871	1,008,618	55.74%
Probate Court 2	182,930	10	1,179,983	2,092,116	912,133	56.40%
Justice of the Peace Pct 1	82,680	4,760	575,719	1,022,875	447,156	56.28%
Justice of the Peace Pct 2	86,669	8,565	604,030	1,049,599	445,569	57.55%
Justice of the Peace Pct 3	85,995	14,326	609,398	1,022,901	413,503	59.58%
Justice of the Peace Pct 4	80,319	6,745	548,573	915,302	366,729	59.93%
Justice of the Peace Pct 5	84,299	7,989	577,373	955,429	378,056	60.43%
Justice of the Peace Pct 6	81,750	7,996	570,485	985,599	415,114	57.88%
Justice of the Peace Pct 7	89,940	5,275	600,545	1,065,797	465,252	56.35%
Justice of the Peace Pct 8	92,100	8,794	607,461	1,054,742	447,281	57.59%
Crim District Attorney	4,195,212	222,862	28,977,328	51,084,011	22,106,683	56.72%
District Clerk	1,043,086	48,078	7,366,298	12,748,184	5,381,886	57.78%
County Clerk	999,096	93,534	7,743,444	14,613,882	6,870,438	52.99%
Domestic Relations	726,257	8,675	4,978,456	8,976,023	3,997,567	55.46%
Jury Services	283,113	369,926	2,091,453	3,254,366	1,162,913	64.27%
Courts / Judiciary	11,461	-	194,270	7,536,279	7,342,009	2.58%
Human Services	-	-	456,738	456,738	-	100.00%
Child Protective Services	595,746	2,134,362	2,847,721	3,028,151	180,430	94.04%

GENERAL FUND (CONCLUDED)
BUDGET REPORT BY DEPARTMENT
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
GENERAL FUND (10000)						
Texas AgriLife Extension	$ 67,580	$ -	$ 477,706	$ 838,027	$ 360,321	57.00%
Veterans Services	55,737	100	404,539	708,442	303,903	57.10%
Historical Commission	27,167	30	192,579	324,319	131,740	59.38%
Community Outreach	252,414	1,382,451	2,386,876	3,025,247	638,371	78.90%
Comm Pct 1 - General	92,418	1,730	671,675	1,293,388	621,713	51.93%
Comm Pct 2 - General	81,873	-	589,762	1,316,464	726,702	44.80%
Comm Pct 3 - General	87,645	608	629,846	1,242,248	612,402	50.70%
Comm Pct 4 - General	94,155	41,307	691,153	1,265,557	574,404	54.61%
Fleet Services	401,509	499,447	2,352,454	4,082,751	1,730,297	57.62%
GENERAL FUND - CASH MATCH (10010)						
Sheriff	$ -	$ -	$ 63,404	$ 179,639	$ 116,235	35.30%
Criminal Court Administration	-	-	-	8,000	8,000	0.00%
Crim District Attorney	-	-	31,839	42,855	11,016	74.29%
GENERAL FUND - OPERATING SUBSIDY (10020)						
Sheriff	$ -	$ -	$ -	$ 124,565	$ 124,565	0.00%
Juvenile Services	866	4,336	111,265	2,489,017	2,377,752	4.47%
Criminal Court Administration	-	-	-	75,000	75,000	0.00%
Criminal District Attorney	5,237	-	109,979	402,439	292,460	27.33%
SUBTOTAL	55,177,673	29,253,693	396,711,869	646,102,796	249,390,927	61.40%
NON-SPENDABLE (10000)						
Undesignated				$ 6,792,411	$ 6,792,411	
Contingent Expense				5,000,000	5,000,000	
Reserves				83,000,000	83,000,000	
GENERAL FUND TOTAL	$ 55,177,673	$ 29,253,693	$ 396,711,869	$ 740,895,207	$ 344,183,338	53.54%

ROAD & BRIDGE AND DEBT SERVICE BUDGET REPORT BY DEPARTMENT

For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
ROAD AND BRIDGE (26100)						
Pct 1 - Garage/Maintenance	$ 815,566	$ 507,858	$ 4,344,586	$ 7,427,303	$ 3,082,717	58.49%
Pct 2 - Garage/Maintenance	581,342	633,627	3,821,501	10,714,902	6,893,401	35.67%
Pct 3 - Garage/Maintenance	348,251	100,804	2,379,178	4,353,812	1,974,634	54.65%
Pct 4 - Garage/Maintenance	1,069,951	1,765,166	7,240,170	12,759,850	5,519,680	56.74%
Right of Way	23,476	-	170,937	310,213	139,276	55.10%
Engineering Services	233,712	810,521	2,503,613	5,625,111	3,121,498	44.51%
Road & Bridge Non-Departmental	20,472	-	245,910	472,500	226,590	52.04%
SUBTOTAL	3,092,770	3,817,976	20,705,895	41,663,691	20,957,796	49.70%
NON-SPENDABLE (26100)						
Undesignated				523,954	523,954	
ROAD AND BRIDGE FUND TOTAL	$ 3,092,770	$ 3,817,976	$ 20,705,895	$ 42,187,645	$ 21,481,750	49.08%
DEBT SERVICE (32100)						
Interest and Sinking	-	-	5,781,566	38,605,833	32,824,267	14.98%
SUBTOTAL	-	-	5,781,566	38,605,833	32,824,267	14.98%
NON-SPENDABLE (32100)						
Reserves				1,800,000	1,800,000	
DEBT SERVICE FUND TOTAL	$ -	$ -	$ 5,781,566	$ 40,405,833	$ 34,624,267	14.31%

SPECIAL BUDGETS (CONTINUED)
BUDGET VERSUS ACTUAL (BUDGET BASIS) REVENUE
For the seven (7) months ended 4/30/2026

Fund #	Fund Name	Actual Revenue	Budgeted Revenue	Percent Collected
21100	Records Preservation/Automation-Filing	$ 1,799,429	$ 2,815,000	63.92%
21200	Records Preservation/Automation-Conviction	6,495	-	OVER 100%
21300	Records Preservation/Restoration	1,467,938	1,375,000	OVER 100%
21400	Court Record Preservation Fund	12,175	-	OVER 100%
21500	District Court Records Technology Fund	2,730	-	OVER 100%
21600	District Clerk Record Mgt & Preservation	718,007	1,140,000	62.98%
22100	Courthouse Security Fund	606,058	1,100,000	55.10%
22300	Consumer Health Fund	1,580,801	2,395,000	66.00%
22400	Juvenile Delinquency Prevention	3,648	-	OVER 100%
22500	Alternative Dispute Resolution	764,983	1,126,000	67.94%
22600	Probate Contributions Fund	385,959	80,000	OVER 100%
22700	Justice Court Technology Fund	23,955	34,205	70.03%
22800	Justice Court Building Security	5,056	8,500	59.48%
22900	Child Abuse Prevention Fund	5,603	5,050	OVER 100%
23100	Guardianship	65,983	113,990	57.88%
23200	Drug & Alcohol Court	4,000	-	OVER 100%
23300	County and District Court Technology Fund	25,892	41,550	62.32%
23400	Specialty Courts Fund	95,656	157,100	60.89%
23500	Truancy Prevention and Diversion Fund	24,500	31,750	77.17%
23600	Language Access	243,746	275,000	88.63%
24100	Law Library	985,417	1,465,000	67.26%
24200	Education Fund	188,231	26,000	OVER 100%
24300	Appellate Judicial System	137,274	200,875	68.34%
25100	Vehicle Inventory Tax	618,444	738,916	83.70%
45100	Non-Debt Capital	7,937,320	14,750,800	53.81%
45400	Capital Replacement Fund (Non-Debt)	17,394,264	28,115,104	61.87%
45500	Court Facility	610,420	920,000	66.35%
47600	2006 Bond Election - Buildings	39,498	28,000	OVER 100%
47700	2006 Bond Election - Transportation	195,736	175,000	OVER 100%
47800	2021 Bond Election - Transportation	4,147,936	5,250,000	79.01%
51200	Oil & Gas Royalty Resource Connection	35,232	70,000	50.33%
61500	Self Insurance	1,334,848	2,170,000	61.51%
61900	Workers Compensation	2,344,038	3,443,500	68.07%
62100	County Clerk Professional Liability	18,850	29,120	64.73%
62200	District Clerk Professional Liability	10,507	14,595	71.99%
65100	Employee Group Insurance - Medical	64,362,934	103,638,080	62.10%
D6200	DA Restitution Collection Fee	725	-	OVER 100%
D8700	CDA State Forfeiture	215,618	87,500	OVER 100%
D8800	CDA Federal Forfeiture Justice Funds	13,239	5,950	OVER 100%
G1100	8TH Admin Judicial Region	230	10,000	2.30%
S8700	Sheriff's Inmate Commissary Fund	2,169,029	3,217,496	67.41%
S9300	Combined Narcotics Enforcement Team	165,755	250,000	66.30%
S9500	Sheriff Federal Forfeiture-Treasury Funds	14,729	525	OVER 100%
S9600	Sheriff Federal Forfeiture-Non DEA	9,329	13,650	68.34%
S9700	Sheriff Federal Forfeiture-Justice Funds	46,820	13,650	OVER 100%

SPECIAL BUDGETS (CONCLUDED)
BUDGET VERSUS ACTUAL (BUDGET BASIS) REVENUE
For the seven (7) months ended 4/30/2026

Fund #	Fund Name	Actual Revenue	Budgeted Revenue	Percent Collected
T0400	Public Health	$ 11,368,063	$ 15,243,666	74.58%
T0450	Public Health 1115 Waiver	663,238	1,050,000	63.17%
T0500	Section 125 Forfeitures	107	-	OVER 100%
T0600	Children's Home Fund	2,246	3,660	61.37%
T0700	Bail Bond Board	3,500	5,500	63.64%
T0800	TDPRS - Title IVE	11,004	4,375	OVER 100%
T0900	Constable Forfeiture	123	350	35.14%
T1000	Juvenile Probation District	5,488	8,050	68.17%
T1100	Unclaimed Juvenile Restitution	306	483	63.35%
T1300	Deferred Prosecution Program	15,100	27,000	55.93%
T2000	Historical Commission	112	172	65.12%
T2100	Historical Commission Archives	867	627	OVER 100%
T2300	Cemetery Fund	997	1,670	59.70%
T2600	Unclaimed Electrifc Coop Credits	40,000	-	OVER 100%
T2900	Fire Marshal Code	148,591	179,200	82.92%
T3000	DA - JPS Contract	465,776	798,472	58.33%
T3300	CSCD Bond Supervision Unit	3,583,465	6,882,177	52.07%
T3400	Courts Drug Program	14,801	-	OVER 100%
T3700	Medical Examiner Conference Fund	173	910	19.01%
T4100	PMC Insured - 340B	3,645,420	8,175,000	44.59%
T5200	Miscellaneous Donations-Juvenile Probation	534	700	76.29%
T5350	Donations Emergency Management	191	280	68.21%
T5700	Miscellaneous Donations-CPS	16,820	23,360	72.00%
T5800	Miscellaneous Donations-Health Dept	879	1,330	66.09%
T5960	Miscellaneous Donations-Veteran Court Program	8,183	13,260	61.71%
T6100	Miscellaneous Donations-CRCG	827	1,260	65.63%
T6200	Miscellaneous Donations-Peace Officers Memorial	2,439	3,605	67.66%
T6500	ATTF Rental Assoc Donation	7	-	OVER 100%
T7000	Sheriff's Employee Recognition and Award	38	-	OVER 100%
T7100	Contract Elections	520,793	6,607,327	7.88%
T7300	Elections Chapter 19	35,730	522,252	6.84%
T8500	Opioid Epidemic Settlement	654,015	245,000	OVER 100%
T8600	Public Improvement District	730	1,470	49.66%
	TOTAL SPECIAL PURPOSE FUNDS	$ 132,049,600	$ 215,133,062	61.38%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
RECORDS PRESERVATION & AUTOMATION - FILINGS (21100)						
County Clerk	38,775	1,721	660,463	13,165,931	12,505,468	5.02%
FUND TOTAL	$ 38,775	$ 1,721	$ 660,463	$ 13,165,931	$ 12,505,468	5.02%
RECORDS PRESERVATION & AUTOMATION - CONVICTIONS (21200)						
Information Technology	-	-	-	96,799	96,799	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 96,799	$ 96,799	0.00%
RECORDS PRESERVATION & RESTORATION (21300)						
County Clerk	25,410	37,470	193,986	7,889,856	7,695,870	2.46%
FUND TOTAL	$ 25,410	$ 37,470	$ 193,986	$ 7,889,856	$ 7,695,870	2.46%
COURT RECORD PRESERVATION FUND (21400)						
District Clerk	1,943	-	22,592	330,151	307,559	6.84%
FUND TOTAL	$ 1,943	$ -	$ 22,592	$ 330,151	$ 307,559	6.84%
DISTRICT COURT RECORD TECHNOLOGY FUND (21500)						
District Clerk	-	-	-	42,595	42,595	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 42,595	$ 42,595	0.00%
DISTRICT CLERK RECORD MANAGEMENT & PRESERVATION FUND (21600)						
District Clerk	94,099	33,243	688,909	3,340,751	2,651,842	20.62%
FUND TOTAL	$ 94,099	$ 33,243	$ 688,909	$ 3,340,751	$ 2,651,842	20.62%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
COURTHOUSE SECURITY FUND (22100)						
Non-Departmental	93,148	-	606,058	1,100,000	493,942	55.10%
FUND TOTAL	$ 93,148	$ -	$ 606,058	$ 1,100,000	$ 493,942	55.10%
CONSUMER HEALTH FUND (22300)						
Public Health	139,463	9,827	1,005,735	5,390,898	4,385,163	18.66%
FUND TOTAL	$ 139,463	$ 9,827	$ 1,005,735	$ 5,390,898	$ 4,385,163	18.66%
JUVENILE DELINQUENCY PREVENTION (22400)						
Juvenile Services	-	-	-	4,685	4,685	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 4,685	$ 4,685	0.00%
DISPUTE RESOLUTION (22500)						
CCL #1	8,555	-	58,636	101,545	42,909	57.74%
Justice of the Peace Pct 6	6,546	-	38,567	77,290	38,723	49.90%
Dispute Resolution	59,550	9,800	374,811	4,481,982	4,107,171	8.36%
FUND TOTAL	$ 74,651	$ 9,800	$ 472,014	$ 4,660,817	$ 4,188,803	10.13%
PROBATE CONTRIBUTIONS FUND (22600)						
Probate Court 1	3,771	-	27,647	659,350	631,703	4.19%
Probate Court 2	4,577	-	50,737	561,668	510,931	9.03%
FUND TOTAL	$ 8,348	$ -	$ 78,384	$ 1,221,018	$ 1,142,634	6.42%
JUSTICE COURT TECHNOLOGY FUND (22700)						
Information Technology	-	66,500	66,500	339,797	273,297	19.57%
FUND TOTAL	$ -	$ 66,500	$ 66,500	$ 339,797	$ 273,297	19.57%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
JUSTICE COURT BLDG SECURITY (22800)						
Non-Departmental	693	-	5,056	8,500	3,444	59.48%
FUND TOTAL	$ 693	$ -	$ 5,056	$ 8,500	$ 3,444	59.48%
CHILD ABUSE PREVENTION FUND (22900)						
Non-Departmental	-	-	-	34,293	34,293	0.00%
233RD District Court	-	-	5,000	5,000	-	100.00%
FUND TOTAL	$ -	$ -	$ 5,000	$ 39,293	$ 34,293	12.72%
GUARDIANSHIP (23100)						
Non-Departmental	-	-	110,000	279,747	169,747	39.32%
FUND TOTAL	$ -	$ -	$ 110,000	$ 279,747	$ 169,747	39.32%
DRUG & ALCOHOL COURT (23200)						
Criminal Court Administration	-	-	-	70,671	70,671	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 70,671	$ 70,671	0.00%
COUNTY & DISTRICT COURT TECHNOLOGY FUND (23300)						
Information Technology	-	-	-	371,940	371,940	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 371,940	$ 371,940	0.00%
SPECIALTY COURTS FUND (23400)						
Criminal Court Administration	4,367	-	72,147	208,317	136,170	34.63%
FUND TOTAL	$ 4,367	$ -	$ 72,147	$ 208,317	$ 136,170	34.63%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
TRUANCY PREVENTION & DIVERSION FUND (23500)						
233RD District Court	-	-	-	220,184	220,184	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 220,184	$ 220,184	0.00%
LANGUAGE ACCESS FUND (23600)						
Non-Departmental	30,530	-	127,921	571,979	444,058	22.36%
FUND TOTAL	$ 30,530	$ -	$ 127,921	$ 571,979	$ 444,058	22.36%
LAW LIBRARY (24100)						
Law Library	105,895	199,379	916,494	3,307,282	2,390,788	27.71%
Judicial Law Library	18,612	99,700	221,555	301,000	79,445	73.61%
FUND TOTAL	$ 124,507	$ 299,079	$ 1,138,049	$ 3,608,282	$ 2,470,233	31.54%
EDUCATION FUND (24200)						
Sheriff	11,365	-	39,854	80,975	41,121	49.22%
Sheriff - Confinement	2,893	9,000	21,635	53,000	31,365	40.82%
Constable Precinct 1	828	-	3,707	4,500	793	82.38%
Constable Precinct 2	-	-	-	9,000	9,000	0.00%
Constable Precinct 3	-	-	-	6,500	6,500	0.00%
Constable Precinct 4	-	-	-	4,500	4,500	0.00%
Constable Precinct 5	-	-	600	9,000	8,400	6.67%
Constable Precinct 6	-	-	-	10,500	10,500	0.00%
Constable Precinct 7	-	-	306	10,500	10,194	2.91%
Constable Precinct 8	-	-	-	7,500	7,500	0.00%
Fire Marshal	-	-	-	2,000	2,000	0.00%
Probate Court 1	-	-	1,035	39,600	38,565	2.61%
Probate Court 2	-	-	125	40,000	39,875	0.31%
Crim District Attorney	-	-	2,912	4,000	1,088	72.80%
Courts / Judiciary	-	-	5,600	5,600	-	100.00%
FUND TOTAL	$ 15,086	$ 9,000	$ 75,774	$ 287,175	$ 211,401	26.39%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
APPELLATE JUDICIAL SYSTEM (24300)						
Appeals Court	22,289	-	127,772	225,875	98,103	56.57%
FUND TOTAL	$ 22,289	$ -	$ 127,772	$ 225,875	$ 98,103	56.57%
VEHICLE INVENTORY TAX (25100)						
Tax Assessor / Collector	9,801	41,150	108,719	5,497,426	5,388,707	1.98%
Buildings	5,275	39,998	47,692	68,245	20,553	69.88%
FUND TOTAL	$ 15,076	$ 81,148	$ 156,411	$ 5,565,671	$ 5,409,260	2.81%
NON-DEBT CAPITAL (45100)						
County Administrator	-	-	-	22,000	22,000	0.00%
Non-Departmental	1,194,167	-	8,360,073	25,649,223	17,289,150	32.59%
Auditor	-	-	3,056	4,000	944	76.40%
Tax Assessor / Collector	240	8,822	79,006	114,001	34,995	69.30%
Elections Administration	640	-	261,449	541,760	280,311	48.26%
Information Technology	40,232	748,796	1,508,903	5,321,353	3,812,450	28.36%
Human Resources	-	-	-	7,420	7,420	0.00%
Purchasing	-	-	804	810	6	99.26%
Facilities	4,318	-	5,127	312,250	307,123	1.64%
Sheriff	71,867	138,319	403,206	2,928,044	2,524,838	13.77%
Sheriff - Confinement	-	89,998	205,012	455,384	250,372	45.02%
Constable Precinct 1	-	13,063	32,180	41,300	9,120	77.92%
Constable Precinct 2	-	24,237	38,562	44,740	6,178	86.19%
Constable Precinct 3	5,868	-	17,704	19,260	1,556	91.92%
Constable Precinct 4	-	5,856	11,603	18,000	6,397	64.46%
Constable Precinct 5	-	-	4,078	4,087	9	99.78%
Constable Precinct 6	-	5,856	23,186	24,500	1,314	94.64%
Constable Precinct 8	-	16,694	16,694	51,800	35,106	32.23%
Medical Examiner	446	202,498	278,556	294,450	15,894	94.60%
Community Supervision	-	5,506	18,994	27,640	8,646	68.72%
Juvenile Services	-	44,111	87,691	179,741	92,050	48.79%
Buildings	346,359	731,458	1,521,333	7,915,506	6,394,173	19.22%
Resource Connection	-	-	-	2,000	2,000	0.00%
48TH District Court	-	-	7,533	7,550	17	99.77%
342ND District Court	-	-	-	770	770	0.00%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
NON-DEBT CAPITAL (45100) (CONTINUED)						
352ND District Court	-	-	9,257	9,257	-	100.00%
231ST District Court	-	-	7,874	17,550	9,676	44.87%
323RD District Court	-	-	-	18,644	18,644	0.00%
324TH District Court	-	-	5,528	5,528	-	100.00%
Criminal Court Administration	1,153	1,461	25,582	31,770	6,188	80.52%
CCL #2	-	-	1,527	1,600	73	95.44%
Justice of the Peace Pct 2	-	-	4,309	10,080	5,771	42.75%
Justice of the Peace Pct 3	-	-	11,707	12,105	398	96.71%
Justice of the Peace Pct 5	-	-	1,275	1,275	-	100.00%
Justice of the Peace Pct 8	-	-	3,437	9,114	5,677	37.71%
Crim District Attorney	(2,525)	105,000	173,435	198,018	24,583	87.59%
District Clerk	-	-	105,182	108,525	3,343	96.92%
County Clerk	-	4,816	13,409	37,035	23,626	36.21%
Domestic Relations	-	-	10,663	13,000	2,337	82.02%
Courts / Judiciary	-	-	7,360	74,750	67,390	9.85%
Texas AgriLife Extension	-	-	1,562	2,950	1,388	52.95%
Comm Pct 1 - General	-	-	-	900	900	0.00%
Comm Pct 2 - General	-	-	-	1,000	1,000	0.00%
Comm Pct 3 - General	-	14,200	14,200	17,000	2,800	83.53%
Pct 1 - Garage/Maintenance	813,943	493,160	1,699,005	3,299,199	1,600,194	51.50%
Pct 2 - Garage/Maintenance	243,207	1,592,066	3,429,318	6,915,471	3,486,153	49.59%
Pct 3 - Garage/Maintenance	-	1,030,612	1,223,045	1,964,249	741,204	62.27%
Pct 4 - Garage/Maintenance	8,969	1,178,327	1,276,797	5,159,534	3,882,737	24.75%
Transportation	-	-	40,552	2,590,800	2,550,248	1.57%
FUND TOTAL	$ 2,728,884	$ 6,454,856	$ 20,949,774	$ 64,486,943	$ 43,537,169	32.49%
CAPITAL REPLACEMENT FUND (NON-DEBT) (45400)						
Non-Departmental	-	-	-	6,020,000	6,020,000	0.00%
Elections Administration	-	-	-	3,000,000	3,000,000	0.00%
Information Technology	18,057	167,447	1,003,395	34,330,000	33,326,605	2.92%
Buildings	160,130	19,765,149	20,574,095	159,683,267	139,109,172	12.88%
Right of Way	-	-	-	3,000,000	3,000,000	0.00%
Fleet Services	97,804	758,118	1,184,365	4,500,000	3,315,635	26.32%
FUND TOTAL	$ 275,991	$ 20,690,714	$ 22,761,855	$ 210,533,267	$ 187,771,412	10.81%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
COURT FACILITY (45500)						
Facilities	-	-	-	3,296,849	3,296,849	0.00%
Buildings	518	11,472	11,990	20,325	8,335	58.99%
FUND TOTAL	$ 518	$ 11,472	$ 11,990	$ 3,317,174	$ 3,305,184	0.36%
2006 BOND ELECTION-BUILDINGS (47600)						
Non-Departmental	-	-	292	10,000	9,708	2.92%
Buildings	-	-	-	1,682,714	1,682,714	0.00%
FUND TOTAL	$ -	$ -	$ 292	$ 1,692,714	$ 1,692,422	0.02%
2006 BOND ELECTION-TRANSPORTATION (47700)						
Non-Departmental	-	-	338	10,000	9,662	3.38%
Engineering Services	-	35	35	5,457,644	5,457,609	0.00%
FUND TOTAL	$ -	$ 35	$ 373	$ 5,467,644	$ 5,467,271	0.01%
2021 BOND ELECTION-TRANSPORTATION (47800)						
Non-Departmental	-	-	1,600	5,250,000	5,248,400	0.03%
Engineering Services	802,953	37,927,935	42,581,236	124,207,492	81,626,256	34.28%
FUND TOTAL	$ 802,953	$ 37,927,935	$ 42,582,836	$ 129,457,492	$ 86,874,656	32.89%
OIL & GAS ROYALTY (51200)						
Buildings	-	-	-	1,866,837	1,866,837	0.00%
Resource Connection	5,007	-	5,007	6,000	993	83.45%
FUND TOTAL	$ 5,007	$ -	$ 5,007	$ 1,872,837	$ 1,867,830	0.27%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
SELF INSURANCE (61500)						
Self Insurance	109,801	96,844	501,990	14,338,254	13,836,264	3.50%
FUND TOTAL	$ 109,801	$ 96,844	$ 501,990	$ 14,338,254	$ 13,836,264	3.50%
WORKERS COMPENSATION/SELF INSURANCE (61900)						
Self Insurance	441,807	359,565	2,358,212	9,260,839	6,902,627	25.46%
FUND TOTAL	$ 441,807	$ 359,565	$ 2,358,212	$ 9,260,839	$ 6,902,627	25.46%
COUNTY CLERK PROFESSIONAL LIABILITY (62100)						
County Clerk	-	-	-	856,607	856,607	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 856,607	$ 856,607	0.00%
DISTRICT CLERK PROFESSIONAL LIABILITY (62200)						
District Clerk	-	-	-	368,880	368,880	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 368,880	$ 368,880	0.00%
EMPLOYEE GROUP INSURANCE - MEDICAL (65100)						
Non-Departmental	12	11,602	145,129	6,900,000	6,754,871	2.10%
Self Insurance	9,094,580	-	63,202,451	115,938,080	52,735,629	54.51%
FUND TOTAL	$ 9,094,592	$ 11,602	$ 63,347,580	$ 122,838,080	$ 59,490,500	51.57%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
AMERICAN RESCUE PLAN ACT (CARPA)						
CARPA	407,774	6,000	2,020,888	2,714,338	693,450	74.45%
FUND TOTAL	$ 407,774	$ 6,000	$ 2,020,888	$ 2,714,338	$ 693,450	74.45%
DISTRICT ATTORNEY RESTITUTION COLLECTION FEE (D6200)						
Crim District Attorney	-	-	-	10,159	10,159	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 10,159	$ 10,159	0.00%
CRIMINAL DISTRICT ATTORNEY STATE FORFEITURE (D8700)						
Crim District Attorney	21,300	32,407	231,757	2,487,500	2,255,743	9.32%
FUND TOTAL	$ 21,300	$ 32,407	$ 231,757	$ 2,487,500	$ 2,255,743	9.32%
CRIMINAL DISTRICT ATTORNEY FEDERAL FORFEITURE JUSTICE FUNDS (D8800)						
Crim District Attorney	10,147	5,887	36,908	165,950	129,042	22.24%
FUND TOTAL	$ 10,147	$ 5,887	$ 36,908	$ 165,950	$ 129,042	22.24%
8TH ADMIN JUDICIAL REGION (G1100)						
8th Admin Judicial Region	22	-	252	10,000	9,748	2.52%
FUND TOTAL	$ 22	$ -	$ 252	$ 10,000	$ 9,748	2.52%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
SHERIFF'S INMATE COMMISSARY (S8700)						
Sheriff - Confinement	241,019	132,064	2,096,348	5,914,586	3,818,238	35.44%
FUND TOTAL	$ 241,019	$ 132,064	$ 2,096,348	$ 5,914,586	$ 3,818,238	35.44%
COMBINED NARCOTICS ENFORCEMENT TEAM (S9300)						
Sheriff	23,445	228,124	393,380	620,052	226,672	63.44%
FUND TOTAL	$ 23,445	$ 228,124	$ 393,380	$ 620,052	$ 226,672	63.44%
SHERIFF FEDERAL FORFEITURE-TREASURY (S9500)						
Sheriff	300	-	1,500	21,645	20,145	6.93%
FUND TOTAL	$ 300	$ -	$ 1,500	$ 21,645	$ 20,145	6.93%
SHERIFF DRUG FORFEITURE-NON DEA (S9600)						
Sheriff	28,818	-	42,905	284,079	241,174	15.10%
Buildings	1,925	10,891	12,815	32,682	19,867	39.21%
FUND TOTAL	$ 30,743	$ 10,891	$ 55,720	$ 316,761	$ 261,041	17.59%
SHERIFF FEDERAL FORFEITURE-JUSTICE (S9700)						
Sheriff	326	-	1,738	396,438	394,700	0.44%
FUND TOTAL	$ 326	$ -	$ 1,738	$ 396,438	$ 394,700	0.44%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
PUBLIC HEALTH (T0400)						
T0400 - PUBLIC HEALTH						
Buildings	280,418	711,881	1,506,810	3,032,495	1,525,685	49.69%
Public Health	1,040,386	751,261	8,932,279	21,536,171	12,603,892	41.48%
T0450 - PUBLIC HEALTH - 1115 WAIVER						
Non-Departmental	377,416	5,254,157	8,131,358	23,849,024	15,717,666	34.10%
Facilities	15,060	68,577	121,968	325,000	203,032	37.53%
Public Health	211,830	253,376	1,735,381	4,349,940	2,614,559	39.89%
T0451 - PUBLIC HEALTH - 1115 WAIVER - CASH MATCH						
Public Health	30,790	-	164,512	405,000	240,488	40.62%
T0452 - PUBLIC HEALTH - 1115 WAIVER - OPERATING SUBSIDY						
Public Health	-	-	34,640	75,000	40,360	46.19%
FUND TOTAL	$ 1,955,900	$ 7,039,252	$ 20,626,948	$ 53,572,630	$ 32,945,682	38.50%
SECTION 125 FORFEITURES (T0500)						
Self Insurance	8,058	51,128	110,519	3,038,145	2,927,626	3.64%
FUND TOTAL	$ 8,058	$ 51,128	$ 110,519	$ 3,038,145	$ 2,927,626	3.64%
CHILDREN'S HOME FUND (T0600)						
Juvenile Services	-	-	2,052	80,200	78,148	2.56%
FUND TOTAL	$ -	$ -	$ 2,052	$ 80,200	$ 78,148	2.56%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
BAIL BOND BOARD (T0700)						
Non-Departmental	-	-	1,638	9,048	7,410	18.10%
FUND TOTAL	$ -	$ -	$ 1,638	$ 9,048	$ 7,410	18.10%
TDRPS - TITLE IVE (T0800)						
Child Protective Services	15,557	2,878	32,697	71,505	38,808	45.73%
FUND TOTAL	$ 15,557	$ 2,878	$ 32,697	$ 71,505	$ 38,808	45.73%
CONSTABLE FORFEITURE (T0900)						
Constable Precinct 7	-	-	10,741	10,781	40	99.63%
FUND TOTAL	$ -	$ -	$ 10,741	$ 10,781	$ 40	99.63%
JUVENILE PROBATION DISTRICT (T1000)						
Juvenile Services	894	1,126	19,635	233,984	214,349	8.39%
FUND TOTAL	$ 894	$ 1,126	$ 19,635	$ 233,984	$ 214,349	8.39%
UNCLAIMED JUVENILE RESTITUTION (T1100)						
Juvenile Services	40	-	866	14,331	13,465	6.04%
FUND TOTAL	$ 40	$ -	$ 866	$ 14,331	$ 13,465	6.04%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
DEFERRED PROSECUTION PROGRAM (T1300)						
Crim District Attorney	412	-	4,335	67,000	62,665	6.47%
FUND TOTAL	$ 412	$ -	$ 4,335	$ 67,000	$ 62,665	6.47%
HISTORICAL COMMISSION (T2000)						
Historical Commission	-	-	-	5,118	5,118	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 5,118	$ 5,118	0.00%
HISTORICAL COMMISSION ARCHIVES (T2100)						
Historical Commission	-	5,183	5,974	17,743	11,769	33.67%
FUND TOTAL	$ -	$ 5,183	$ 5,974	$ 17,743	$ 11,769	33.67%
CEMETERY FUND (T2300)						
Historical Commission	-	-	5,900	49,400	43,500	11.94%
FUND TOTAL	$ -	$ -	$ 5,900	$ 49,400	$ 43,500	11.94%
UNCLAIMED ELECTRIC COOP CREDITS (T2600)						
Non-Departmental	-	-	-	2,719,245	2,719,245	0.00%
Community Outreach	825	-	825	825	-	100.00%
FUND TOTAL	$ 825	$ -	$ 825	$ 2,720,070	$ 2,719,245	0.03%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
FIRE MARSHAL CODE (T2900)						
Fire Marshal	18,906	63,060	222,718	899,062	676,344	24.77%
FUND TOTAL	$ 18,906	$ 63,060	$ 222,718	$ 899,062	$ 676,344	24.77%
DISTRICT ATTORNEY JPS CONTRACT (T3000)						
Crim District Attorney	59,553	-	410,976	798,472	387,496	51.47%
FUND TOTAL	$ 59,553	$ -	$ 410,976	$ 798,472	$ 387,496	51.47%
CSCD BOND SUPERVISION UNIT (T3300)						
Community Supervision	585,429	755,588	4,233,465	6,882,177	2,648,712	61.51%
FUND TOTAL	$ 585,429	$ 755,588	$ 4,233,465	$ 6,882,177	$ 2,648,712	61.51%
CRIMINAL COURTS DRUG PROGRAM (T3400)						
Criminal Court Administration	1,838	-	8,766	69,876	61,110	12.55%
FUND TOTAL	$ 1,838	$ -	$ 8,766	$ 69,876	$ 61,110	12.55%
MEDICAL EXAMINER CONFERENCE (T3700)						
Medical Examiner	(107)	-	26,760	26,917	157	99.42%
FUND TOTAL	$ (107)	$ -	$ 26,760	$ 26,917	$ 157	99.42%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
PMC INSURED - 340B (T4100)						
Non-departmental	-	-	-	2,371,954	2,371,954	0.00%
Public Health	968,597	145,180	5,244,194	14,242,651	8,998,457	36.82%
FUND TOTAL	$ 968,597	$ 145,180	$ 5,244,194	$ 16,614,605	$ 11,370,411	31.56%
MISCELLANEOUS DONATIONS - JUVENILE PROBATION (T5200)						
Juvenile Services	-	-	-	18,307	18,307	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 18,307	$ 18,307	0.00%
DONATIONS EMERGENCY MANAGEMENT (T5350)						
Emergency Management	-	-	-	8,732	8,732	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 8,732	$ 8,732	0.00%
MISCELLANEOUS DONATIONS - HUMAN SERVICES (T5600)						
Community Outreach	-	-	15,744	15,745	1	99.99%
FUND TOTAL	$ -	$ -	$ 15,744	$ 15,745	$ 1	99.99%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
MISCELLANEOUS DONATIONS - CPS (T5700)						
Child Protective Services	3,973	-	5,233	120,003	114,770	4.36%
FUND TOTAL	$ 3,973	$ -	$ 5,233	$ 120,003	$ 114,770	4.36%
MISCELLANEOUS DONATIONS - HEALTH DEPT (T5800)						
Public Health	-	-	-	39,030	39,030	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 39,030	$ 39,030	0.00%
MISCELLANEOUS DONATIONS - VETERAN COURT PROGRAM (T5960)						
Veterans Diversion Court	-	-	-	49,785	49,785	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 49,785	$ 49,785	0.00%
MISCELLANEOUS DONATIONS -FAMILY COURT SERVICES (T6000)						
Domestic Relations	-	-	-	1,728	1,728	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 1,728	$ 1,728	0.00%
MISCELLANEOUS DONATIONS -CRCG (T6100)						
Community Outreach	-	-	-	32,789	32,789	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 32,789	$ 32,789	0.00%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
MISCELLANEOUS DONATIONS -PEACE OFFICER MEMORIAL (T6200)						
Buildings	-	-	-	108,550	108,550	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 108,550	$ 108,550	0.00%
MISCELLANEOUS DONATIONS -LAW ENFORCEMENT (T6300)						
Sheriff	-	-	-	62	62	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 62	$ 62	0.00%
ATTF RENTAL ASSOC DONATION (T6500)						
Sheriff	-	-	-	324	324	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 324	$ 324	0.00%
SHERIFF'S EMPLOYEE RECOGNITION AND AWARD (T7000)						
Sheriff	-	-	-	1,682	1,682	0.00%
FUND TOTAL	$ -	$ -	$ -	$ 1,682	$ 1,682	0.00%
CONTRACT ELECTIONS (T7100)						
Elections Administration	314,116	198,529	2,848,377	6,857,327	4,008,950	41.54%
FUND TOTAL	$ 314,116	$ 198,529	$ 2,848,377	$ 6,857,327	$ 4,008,950	41.54%

SPECIAL PURPOSE
BUDGET REPORT EXPENDITURE (BUDGET BASIS)
For the seven (7) months ended 4/30/2026

	Current Month Expenditures	Encumbrances & Commitments	Total Expenditures Encumbrances & Commitments	Total Budget	Unexpended Budget	% Budget Used
ELECTIONS CHAPTER 19 (T7300)						
Elections Administration	6,085	-	214,533	367,252	152,719	58.42%
FUND TOTAL	$ 6,085	$ -	$ 214,533	$ 367,252	$ 152,719	58.42%
ELECTIONS CHAPTER 19 GRANT MATCH (T7310)						
Elections Administration	4,214	16,027	23,215	155,000	131,785	14.98%
FUND TOTAL	$ 4,214	$ 16,027	$ 23,215	$ 155,000	$ 131,785	14.98%
OPIOID EPIDEMIC SETTLEMENT (T8500)						
Non-Departmental	24,257	142,084	292,275	7,296,958	7,004,683	4.01%
Community Outreach	-	-	-	670,840	670,840	0.00%
FUND TOTAL	$ 24,257	$ 142,084	$ 292,275	$ 7,967,798	$ 7,675,523	3.67%
PUBLIC IMPROVEMENT DISTRICT (T8600)						
Public Improvement District	1,508	-	3,872	34,758	30,886	11.14%
FUND TOTAL	$ 1,508	$ -	$ 3,872	$ 34,758	$ 30,886	11.14%
SPECIAL PURPOSE FUNDS TOTAL	$ 18,853,069	$ 74,936,219	$ 197,343,429	$ 727,149,028	$ 529,805,599	27.14%


TARRANT COUNTY, TEXAS

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 3
Department: Budget and Risk Management	**Prepared By:** Krysten L. Louden	**Approved By:** Matthew Jones

SUBJECT:

Consideration of Fiscal Year 2026 Appropriation Adjustments

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

BACKGROUND

FISCAL IMPACT

Attachments

(CONSENT) FY 2026 6.09.2026 Version 2.pdf

COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER

DATE 06/09/26

SUBJECT:

FY 2026 APPROPRIATION ADJUSTMENTS

***** CONSENT *****

10000-2026 GENERAL FUND

4114100000 - 236th District Court

575614	Visiting Court Reporter	3,521

4120200000 - Criminal District Court #2

584011	Counsel Fees	100,000

4120300000 - Criminal District Court #3

584011	Counsel Fees	354,972

4123500000 - 297th District Court

575614	Visiting Court Reporter	19,366

4124500000 - 372nd District Court

584011	Counsel Fees	150,000

4132100000 - 322nd District Court

575614	Visiting Court Reporter	2,023

4133100000 - 324th District Court

575614	Visiting Court Reporter	1,012

4133500000 - 325th District Court

575614	Visiting Court Reporter	919

4134100000 - 360th District Court

575614	Visiting Court Reporter	1,932

4220700000 - County Criminal Court #7

584011	Counsel Fees	20,000

DISPOSITION BY COMMISSIONERS COURT

SUBMITTED BY:	Budget & Risk Management	PREPARED BY: APPROVED BY:	Michele Heckman Matthew Jones

SUBJECT:

FY 2026 APPROPRIATION ADJUSTMENTS

10000-2026 (cont.)

4220900000 - County Criminal Court #9

584011	Counsel Fees	40,000

4880100000 - Courts/Judiciary

584011	Counsel Fees	(693,745)

6110100000 - Precinct 1 General

569011	Professional Services	(15,000)
575611	Contract Labor	15,000

26100-2026 ROAD AND BRIDGE FUND

6410300000 - Precinct 4 Maintenance

558097	Asphalt-Rock/Hot Mix	(25,000)
578051	Equipment Rentals	25,000

45100-2026 NON-DEBT CAPITAL FUND

1140100000 - Non-Departmental

540000	Capital	(1,062)
	Reduce: Copier Replacement ($1,062)	
595055	Undesignated	(277,619)

1860100000 - Facilities Administration

540000	Capital	65,000
	Add: Event Stage $65,000	

1860400000 - Recycle Center

540000	Capital	300,000
	Add: Cardboard Baler $300,000	

2110010000 - Sheriff Administration

540000	Capital	(138)
	Reduce: Furniture ($138)	

SUBJECT:

FY 2026 APPROPRIATION ADJUSTMENTS

45100-2026 (cont.)

2110110000 - Sheriff Employee Resource			
	540000	Capital	(270)
		Reduce: Safety Tactical Gear ($377)	
		Reduce: Furniture ($270)	
		Add: Utility Cart $357	
		Increase: Tools, Tool Boxes & Equipment $20	
2110310000 - Sheriff Communications			
	540000	Capital	408
		Add: Pallet truck ($408)	
2110410000 - Sheriff Investigations			
	540000	Capital	(547)
		Reduce: Furniture ($547)	
2110510000 - Sheriff Patrol			
	540000	Capital	547
		Add: Projection Screen $547	
3110200000 - G.K. Maenius Administration Building			(82)
	540000	Capital	
		Reduce: Water Pump ($82)	
3110225000 - Sub-Courthouse at Arlington			(172,375)
	540000	Capital	
		Reduce: Irrigation System ($172,375)	
3110302000 - Green Bay Building			
	540000	Capital	355,541
		Increase: Retrofit Lights $332,341	
		Add: Garbage Disposals $23,200	
3110307000 - Corrections Center Building			(257,108)
	540000	Capital	
		Reduce: Gym Doors ($257,108)	

SUBJECT:

FY 2026 APPROPRIATION ADJUSTMENTS

45100-2026 (cont.)

3110403000 - 1895 Courthouse			(13,858)
	540000	Capital	
		Reduce: Constable Pct. 1 Remodel ($13,858)	
3110406000 - Family Law Center			(3,999)
	540000	Capital	
		Reduce: Entry Door Consolidation (DRO) ($3,999)	
4230200000 - Probate Court #2			
	540000	Capital	3,000
		Add: Chairs $3,000	
4450100000 - Justice of the Peace 5			
	540000	Capital	1,062
		Add: Copier Options $1,062	
4480100000 - Justice of the Peace 8			
	540000	Capital	4,500
		Add: Metal Detector $4,500	
4510100000 - Criminal District Attorney Administration			
	540000	Capital	0
		Reduce: Copier ($237)	
		Increase: Cellebrite Guardian $237	
4830100000 - Domestic Relations Administration			
	540000	Capital	0
		Reduce: Copier ($1,200)	
		Add: Chairs $1,200	
4880100000 - Courts/Judiciary			
	540000	Capital	(3,000)
		Reduce: Furniture/Equipment ($3,000)	

SUBJECT:

FY 2026 APPROPRIATION ADJUSTMENTS

45500-2026 COURT FACILITY FEE FUND

1860100000 - Facilities Admin

540000	Capital	(1,023,000)

3110404000 - Tim Curry Criminal Justice Center

540000	Capital	1,023,000

61900-2026 SELF-INSURANCE - WORKERS' COMPENSATION

1911000000 - Workers' Compensation

575641	Employee Physicals	75,000
595055	Undesignated	(75,000)

D8700-2026 CDA STATE FORFEITURE FUND

4510100000 - Criminal DA Admin

522055	Equipment	(50,000)
532011	Building Maintenance	(90,000)
540000	Capital	265,000
569011	Professional Services	(75,000)
579025	Miscellaneous	(50,000)

T0400-2026 PUBLIC HEALTH

3110505000 - Marion J Brooks PH Building

540000	Capital	1,720,994
	Reduce: Building Rebalance ($1,500)	
	Reduce: Water Fountains Replacement ($25,000)	
	Reduce: Roof Replacement ($1,065,500)	
	Increase: Chiller Replacement $2,497,194	
	Add: BSL III Lab Equipment Changeout $315,800	

5100011000 - Public Health

540000	Capital	5,184
	Add: Electronic Health Records System $5,184	
595055	Undesignated	(1,726,178)

SUBJECT:

FY 2026 APPROPRIATION ADJUSTMENTS

T2600-2026 UNCLAIMED ELECTRIC COOPERATIVE CREDITS FUND

1140100000 - Non-Departmental

569011	Professional Services	800
595055	Undesignated	(800)

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 1

Department: Budget and Risk Management	**Prepared By:** Rand Otten	**Approved By:** Matthew Jones

SUBJECT:

Consideration of Fiscal Year 2026 Public Assistance Contracts to Provide Various Services to the Residents of Tarrant County

*****CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider the following FY 2026 public assistance contracts to provide various services to the residents of Tarrant County as approved in the FY 2026 Tarrant County budget.

Organization	Contract Amount
The Women's Center of Tarrant County, Inc.	$100,685.00
The Archway	$ 50,000.00
Safe City Commission, Inc. (One Safe Place)	$100,000.00
MHMR of Tarrant County (Youth Recovery Campus)	$ 50,000.00
Downtown Fort Worth, Inc.	$ 49,000.00
Alliance for Children, Inc.	$220,840.00
Our Community Our Kids	$300,000.00

BACKGROUND

The Women's Center of Tarrant County, Inc. | $100,685.00
The Women's Center of Tarrant County, Inc. provides victims of sexual assault with counseling, support, and education, as well as aid securing necessary prosecutorial information for law enforcement agencies.

The Archway | $50,000.00
The Archway, formerly Safe Haven, provides domestic violence intervention and prevention services primarily focusing on intimate partner violence. Services include decreasing the prevalence of violence within the community, as well as providing professional staff for populations impacted by domestic violence, interpersonal violence, sexual assault, stalking, child abuse, elder abuse, and human trafficking.

Safe City Commission, Inc. (One Safe Place) | $100,000.00
One Safe Place provides is a crime prevention agency devoted to preventing crime and violence in Tarrant County with the core values of safety, respect, justice, hope, and excellence.

MHMR of Tarrant County (Youth Recovery Campus) | $50,000.00
MHMR of Tarrant County's Youth Recovery Campus provides drug and alcohol rehabilitation services to youths and their families.

Downtown Fort Worth, Inc. | $49,000.00
Downtown Fort Worth, Inc. is a Public Improvement District (PID) and contracts with the City of Fort Worth to provide public space management to the downtown area. The PID is involved in the provision of security services. The PID also contracts with the Day Resource Center for the Homeless for outreach services in downtown Fort Worth

Alliance for Children, Inc. | $220,840.00
Alliance for Children, Inc. provides services to victims of child abuse and child sexual abuse in three child-friendly centers located in Tarrant County. Various governmental entities maintain staff and supplies at these centers in order to efficiently conduct investigations of abuse and further protect children.

Our Community Our Kids | $300,000.00
Our Community Our Kids provides crisis intervention, family counseling, residential services, and community-based care. Our Community Our Kids, formerly a division of ACH Child and Family Services, is now an independent organization.

FISCAL IMPACT

Funding for the following contracts has been allocated in T8500-2026 Opioid Epidemic Settlement/5920100000 Community Outreach/566030 Donations: The Women's Center of Tarrant County, Inc., The Archway, Safe City Commission, Inc. (One Safe Place), MHMR of Tarrant County, Downtown Fort Worth, Inc., and Alliance for Children, Inc.

Funding for Our Community Our Kids has been allocated in 10000-2026 General Fund/5920100000 Community Outreach/566030 Donations.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____

District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

The Womens Center FY26.pdf
The Archway FY26.pdf
One Safe Place FY26.pdf
MHMR FY26.pdf
DWFI FY26.pdf
AFC FY26.pdf
Our Community Our Kids FY26.pdf

THE STATE OF TEXAS §
§
COUNTY OF TARRANT §

AGREEMENT

WHEREAS, **THE WOMEN'S CENTER OF TARRANT COUNTY, INC.**, acting by and through its Rape Crisis & Victim Services Program provides assistance to the various law enforcement agencies of **TARRANT COUNTY, TEXAS** in providing victims of sexual assault with counseling and support, education and in securing necessary prosecutorial information for such law enforcement agencies;

WHEREAS, the Tarrant County Commissioners Court hereby finds that the various law enforcement agencies and residents of Tarrant County, Texas benefit from the assistance, counseling, education and rape prevention programs provided by the Rape Crisis & Victim Services Program of **THE WOMEN'S CENTER OF TARRANT COUNTY, INC.**, and hereby declares that this agreement is one of a professional service;

NOW, THEREFORE, this **Agreement** is made and entered into this ____ day of _____, 2026, by and between **THE WOMEN'S CENTER OF TARRANT COUNTY, INC. ("WOMEN'S CENTER")**, acting by and through its duly authorized agent, and **TARRANT COUNTY, TEXAS ("COUNTY")**, acting by and through its County Judge.

WOMEN'S CENTER and the **COUNTY** agree as follows:

1. **WOMEN'S CENTER** hereby agrees to continue providing the Rape Crisis & Victim Services Program, which it has provided, and to continue providing programs of public information intended to educate the community regarding rape awareness and prevention and to continue assisting the various law enforcement agencies and residents of Tarrant County, Texas, in the prosecution of criminal acts involving sexual assaults.

2. **COUNTY**, for and in consideration of the services provided to **COUNTY**, and the various law enforcement agencies located within the **COUNTY**, hereby agrees to pay **WOMEN'S CENTER** a lump sum payment of ONE HUNDRED THOUSAND, SIX HUNDRED EIGHTY-FIVE AND NO/100 DOLLARS ($100,685.00) for the year beginning October 1, 2025 and ending September 30, 2026.

3. **TO THE EXTENT ALLOWED BY TEXAS LAW, WOMEN'S CENTER HEREBY AGREES TO INDEMNIFY AND HOLD HARMLESS COUNTY, ITS OFFICERS, AGENTS, OFFICIALS, AND EMPLOYEES FROM ANY LOSS, DAMAGE, INJURY OR CLAIM ARISING FROM THE NEGLIGENT OPERATION OF ITS PROGRAM. SAID INDEMNIFICATION WILL INCLUDE, BUT NOT BE LIMITED TO, ALL AMOUNTS OF ALL CLAIMS, ATTORNEYS' FEES, AND COSTS OF COURT.**

4. Nothing contained in this **Agreement** shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship of principal and agent, partnership, joint enterprise, common enterprise, joint venture, joint owners, or joint tenants between the parties. The parties hereby declare and acknowledge that the relationship existing is one of independent contractor. This **Agreement** does not and shall not be construed to entitle either party or any of their respective employees or officials, if applicable, to any benefit, privilege or other amenities of employment from the other party.

5. This **Agreement** shall not be interpreted to inure to the benefit of a third party not a party to this **Agreement**. This **Agreement** may not be interpreted to waive any statutory or common law defense, immunity, including governmental and sovereign immunity, or any limitation of liability, responsibility, or damage of any party to this **Agreement**, party's agent, or party's employee, otherwise provided by law.

6. The parties to this **Agreement** will not sell, assign, transfer or convey any benefits or obligations of this **Agreement** in whole or part without the prior written consent of both parties.

7. If any one or more of the provisions contained in this **Agreement**, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this **Agreement**.

8. This **Agreement** constitutes the entire agreement between the parties, and any and all prior negotiations are merged into this **Agreement**. Any amendment, change, or addition to this **Agreement** shall be made only in writing and signed by both parties.

9. This **Agreement** will be governed by and construed according to the laws of the State of Texas. Venue for any action or claim arising from this **Agreement** will be in Tarrant County, Texas, as to state court actions, and the United States District Court for the Northern District of Texas, as to federal court actions.

10. In providing the services required by this **Agreement**, **WOMEN'S CENTER** must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. **WOMEN'S CENTER** shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

11. **WOMEN'S CENTER** agrees to provide **COUNTY** all records relating to the programs performed by **WOMEN'S CENTER** upon written request of **COUNTY** and to provide a final report detailing the manner in which such funds are expended and the program details of its services.

12. **WOMEN'S CENTER** must submit to **COUNTY** a final report as to the program outcomes achieved within sixty (60) days of the end of the requested funding year by November 30, 2026 by providing the following:

(a) a program update on all outcomes accomplished and client populations served; and,

(b) an accounting of all expenditures of **COUNTY** funds (salary, rent, training, etc.). *Any funds not used for the specified purposes or not used within the time limits specified in this contract are subject to be returned to* ***COUNTY****.*

Until receipt of this final report by **COUNTY**, all subsequent funding will be held in abeyance.

13. **THE WOMEN'S CENTER OF TARRANT COUNTY, INC.** verifies that it does not boycott Israel during the term of this contract. The term "boycott Israel" is as defined by Texas Government Code Section 808.001, effective September 1, 2017.

14. **THE WOMEN'S CENTER OF TARRANT COUNTY, INC.** acknowledges and agrees that it has fully, accurately, and completely disclosed all interested parties in the attached Form 1295, and has acknowledged the completeness of this disclosure by filing the Form 1295, attached as Exhibit A, with the Texas Ethics Commission as required by law.

15. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement, and all of which, when taken together, shall be deemed to constitute one and the same Agreement. The exchange of copies of this Agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

SIGNED AND EXECUTED this _____ day of _____, 2026.

_____

AUTHORIZED AGENT
THE WOMEN'S CENTER OF
TARRANT COUNTY, INC.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____

Criminal District Attorney's Office*

***By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.**

CERTIFICATION OF FUNDS IN THE AMOUNT OF $_____

_____ **Date:** _____

Vendor Certification Addendum to Tarrant County Contracts
Entered Into on or After September 1, 2021
Required by New Texas State Laws
[Not required if all contracting parties are governments]

This Addendum relates to the following contract: Agreement between Tarrant County, Texas and The Women's Center of Tarrant County, Inc. (FY 2026)

FISCAL FUNDING ACKNOWLEDGMENT
Notwithstanding any language to the contrary, Vendor acknowledges TARRANT COUNTY is a governmental entity and agrees TARRANT COUNTY (customer) may terminate this Agreement for future fiscal years if sufficient funding is not appropriated or allocated.

For All County Contracts Entered into on or after September 1, 2021, Vendor Must Certify:

Vendor is EXEMPT from Certification regarding Energy Companies and Firearm Entities or Firearm Trade Associations:

Vendor is a sole proprietorship OR is a non-profit entity OR Vendor is a company that does NOT have 10 or more full-time employees AND/OR this contract does NOT have a value of $ 100,000.00 or more that is to be paid wholly or partly from public funds of the governmental entity.

If the Vendor Cannot Certify that it is EXEMPT as Above, Vendor Must Certify as Follows:

Vendor is NOT EXEMPT and Certifies as follows:

Boycott of Energy Companies Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature, S.B. 13), Vendor verifies that it does not boycott energy companies and will not boycott energy companies during the term of the above-described contract. "Boycott energy company" is defined in Section 809.001(1) (added by 87th Legislature, S.B. 13) and means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company: (A) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law; or (B) does business with a company described by subsection (A).

Discrimination against Firearm Entities or Firearm Trade Associations Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature, S.B. 19), Vendor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the above-described contract] against a firearm entity or firearm trade association. "Discriminate against a firearm entity or firearm trade association" is defined in Section 2274.001(3) (added by 87th Legislature, S.B. 19) and means, with respect to the entity or association, to: (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association; (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; the term *does not include*: (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and (ii) a company's refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship: (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or (bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity's or association's status as a firearm entity or firearm trade association.

Vendor Hereby Certifies (Mark Applicable Certification):

✓ Vendor is EXEMPT from Certification as set out above.

___ Vendor is NOT EXEMPT from Certification as set out above, and Vendor Certifies that it does not and will not Boycott Energy Companies and that is does not and will not engage in prohibited Discrimination against Firearm Entities or Firearm Trade Associations.

CERTIFIED by:

Signature of Certifying Person

Laura M. Hilgar

Printed Name of Certifying Person

President / CEO
Title of Certifying Person

The Women's Center of Tarrant County
Name of Vendor Company

Date Certified

THE STATE OF TEXAS §
§
COUNTY OF TARRANT §

AGREEMENT

WHEREAS, **THE ARCHWAY ("THE ARCHWAY")**, a 501(c)(3) non-profit corporation, provides a client-focused center for domestic violence intervention and prevention services primarily focusing on intimate partner violence; and **THE ARCHWAY's** services include decreasing the prevalence of violence within the community and providing professional staff for populations primarily impacted by domestic violence, but also may include populations impacted by interpersonal violence, sexual assault, stalking, child abuse, elder abuse and human trafficking; and,

WHEREAS, The Tarrant County Commissioners Court hereby finds that the programs and efforts of **THE ARCHWAY** benefit the citizens of Tarrant County, and hereby declares that this **Agreement** is one of a professional service;

NOW, THEREFORE**,** this **Agreement** is made and entered into this ____ day of _____, 2026, by and between **THE ARCHWAY**, acting by and through its duly authorized agent, and **TARRANT COUNTY, TEXAS ("COUNTY")**, acting by and through its County Judge.

THE ARCHWAY and the **COUNTY** agree as follows:

1. **THE ARCHWAY** agrees to provide such services as described above to the residents of Tarrant County.

2. **COUNTY**, for and in consideration of the services provided, agrees to pay to **THE ARCHWAY** a lump sum payment of FIFTY THOUSAND AND NO/100 DOLLARS ($50,000.00) for services rendered to the residents of Tarrant County, Texas for the fiscal year beginning October 1, 2025 and ending September 30, 2026.

3. **TO THE EXTENT PERMITTED BY TEXAS LAW, THE ARCHWAY HEREBY AGREES TO INDEMNIFY AND HOLD HARMLESS COUNTY, ITS OFFICERS, AGENTS, OFFICIALS, AND EMPLOYEES FROM ANY LOSS, DAMAGE, INJURY OR CLAIM ARISING FROM THE NEGLIGENT OPERATION OF ITS PROGRAM. SAID INDEMNIFICATION WILL INCLUDE, BUT NOT BE LIMITED TO, ALL AMOUNTS OF ALL CLAIMS, ATTORNEYS' FEES, AND COSTS OF COURT.**

4. Nothing contained in this **Agreement** shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship of principal and agent, partnership, joint enterprise, common enterprise, joint venture, joint owners, or joint tenants between the parties. The parties hereby declare and acknowledge that the relationship existing is one of independent contractor. This **Agreement** does not and shall not be construed to entitle either party or any of their respective employees or officials, if applicable, to any benefit, privilege or other amenities of employment from the other party.

5. This **Agreement** shall not be interpreted to inure to the benefit of a third party not a party to this **Agreement**. This **Agreement** may not be interpreted to waive any statutory or common law defense, immunity, including governmental and sovereign immunity, or any limitation of liability, responsibility, or damage of any party to this **Agreement**, party's agent, or party's employee, otherwise provided by law.

6. The parties to this **Agreement** will not sell, assign, transfer or convey any benefits or obligations of this **Agreement** in whole or part without the prior written consent of both parties.

7. If any one or more of the provisions contained in this **Agreement**, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this **Agreement**.

8. This **Agreement** constitutes the entire agreement between the parties, and any and all prior negotiations are merged into this **Agreement**. Any amendment, change, or addition to this **Agreement** shall be made only in writing and signed by both parties.

9. This **Agreement** will be governed by and construed according to the laws of the State of Texas. Venue for any action or claim arising from this **Agreement** will be in Tarrant County, Texas, as to state court actions, and the United States District Court for the Northern District of Texas, as to federal court actions.

10. In providing the services required by this **Agreement**, **THE ARCHWAY** must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. **THE ARCHWAY** shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

11. **THE ARCHWAY** agrees to provide **COUNTY** all records relating to the programs performed by **THE ARCHWAY** upon written request of **COUNTY** and to provide a final report detailing the manner in which such funds are expended and the program details of its services.

12. **THE ARCHWAY** must submit to **COUNTY** a final report as to the program outcomes achieved within sixty (60) days of the end of the requested funding year by November 30, 2026 by providing the following:

(a) a program update on all outcomes accomplished and client populations served; and,

(b) an accounting of all expenditures of **COUNTY** funds (salary, rent, training, etc.). *Any funds not used for the specified purposes or not used within the time limits specified in this contract are subject to be returned to **COUNTY**.*

Until receipt of this final report by **COUNTY**, all subsequent funding will be held in abeyance.

13. **THE ARCHWAY** verifies that it does not boycott Israel and will not boycott Israel during the term of this contract. The term "boycott Israel" is as defined by Texas Government Code Section 808.001, effective September 1, 2017.

14. **THE ARCHWAY** acknowledges and agrees that it has fully, accurately, and completely disclosed all interested parties in the attached Form 1295 and has acknowledged the completeness of this disclosure by filing the Form 1295, attached as Exhibit A, with the Texas Ethics Commission as required by law.

15. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement, and all of which, when taken together, shall be deemed to constitute one and the same Agreement. The exchange of copies of this Agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

SIGNED AND EXECUTED this _____ day of _____, 2026.

_____

AUTHORIZED AGENT
THE ARCHWAY

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____

Criminal District Attorney's Office*

***By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.**

CERTIFICATION OF FUNDS IN THE AMOUNT OF $_____

_____ **Date:** _____

THE STATE OF TEXAS §
§
COUNTY OF TARRANT §

AGREEMENT

WHEREAS, **SAFE CITY COMMISSION, INC.** provides a client-focused center "**ONE SAFE PLACE**" for domestic violence intervention and prevention **SAFE CITY COMMISSION, INC.'s** services include decreasing the prevalence of violence within the community and providing professional staff for populations impacted by domestic violence, interpersonal violence, sexual assault, stalking, child abuse, elder abuse and human trafficking; and,

WHEREAS, The Tarrant County Commissioners Court hereby finds that the programs and efforts of **SAFE CITY COMMISSION, INC.** benefit the citizens of Tarrant County, and hereby declares that this **Agreement** is one of a professional service;

NOW, THEREFORE**,** this **Agreement** is made and entered into this ____ day of _____, 2026, by and between **SAFE CITY COMMISSION, INC. ("SAFE CITY")**, acting by and through its duly authorized agent, and **TARRANT COUNTY, TEXAS ("COUNTY")**, acting by and through its County Judge.

SAFE CITY and the **COUNTY** agree as follows:

1. **SAFE CITY** agrees to provide such services as described above to the citizens of Tarrant County.

2. **COUNTY**, for and in consideration of the services provided, agrees to pay to **SAFE CITY** a lump sum payment of ONE HUNDRED THOUSAND AND NO/100 DOLLARS ($100,000.00) for services rendered to the residents of Tarrant County, Texas for the fiscal year beginning October 1, 2025 and ending September 30, 2026.

3. **TO THE EXTENT PERMITTED BY TEXAS LAW, SAFE CITY HEREBY AGREES TO INDEMNIFY AND HOLD HARMLESS COUNTY, ITS OFFICERS, AGENTS, OFFICIALS, AND EMPLOYEES FROM ANY LOSS, DAMAGE, INJURY OR CLAIM ARISING FROM THE NEGLIGENT OPERATION OF ITS PROGRAM. SAID INDEMNIFICATION WILL INCLUDE, BUT NOT BE LIMITED TO, ALL AMOUNTS OF ALL CLAIMS, ATTORNEYS' FEES, AND COSTS OF COURT.**

4. Nothing contained in this **Agreement** shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship of principal and agent, partnership, joint enterprise, common enterprise, joint venture, joint owners, or joint tenants between the parties. The parties hereby declare and acknowledge that the relationship existing is one of independent contractor. This **Agreement** does not and shall not be construed to entitle either party or any of their respective employees or officials, if applicable, to any benefit, privilege or other amenities of employment from the other party.

5. This **Agreement** shall not be interpreted to inure to the benefit of a third party not a party to this **Agreement**. This **Agreement** may not be interpreted to waive any statutory or common law defense, immunity, including governmental and sovereign immunity, or any limitation of liability, responsibility, or damage of any party to this **Agreement**, party's agent, or party's employee, otherwise provided by law.

6. The parties to this **Agreement** will not sell, assign, transfer or convey any benefits or obligations of this **Agreement** in whole or part without the prior written consent of both parties.

7. If any one or more of the provisions contained in this **Agreement**, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this **Agreement**.

8. This **Agreement** constitutes the entire agreement between the parties, and any and all prior negotiations are merged into this **Agreement**. Any amendment, change, or addition to this **Agreement** shall be made only in writing and signed by both parties.

9. This **Agreement** will be governed by and construed according to the laws of the State of Texas. Venue for any action or claim arising from this **Agreement** will be in Tarrant County, Texas, as to state court actions, and the United States District Court for the Northern District of Texas, as to federal court actions.

10. In providing the services required by this **Agreement**, **SAFE CITY** must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. **SAFE CITY** shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

11. **SAFE CITY** agrees to provide **COUNTY** all records relating to the programs performed by **SAFE CITY** upon written request of **COUNTY** and to provide a final report detailing the manner in which such funds are expended and the program details of its services.

12. **SAFE CITY** must submit to **COUNTY** a final report as to the program outcomes achieved within sixty (60) days of the end of the requested funding year by November 30, 2026 by providing the following:

(a) a program update on all outcomes accomplished and client populations served; and,

(b) an accounting of all expenditures of **COUNTY** funds (salary, rent, training, etc.). *Any funds not used for the specified purposes or not used within the time limits specified in this contract are subject to be returned to* ***COUNTY.***

Until receipt of this final report by **COUNTY**, all subsequent funding will be held in abeyance.

13. **SAFE CITY COMMISSION, INC.** verifies that it does not boycott Israel and will not boycott Israel during the term of this contract. The term "boycott Israel" is as defined by Texas Government Code Section 808.001, effective September 1, 2017.

14. **SAFE CITY COMMISSION, INC.** acknowledges and agrees that it has fully, accurately, and completely disclosed all interested parties in the attached Form 1295, and has acknowledged the completeness of this disclosure by filing the Form 1295, attached as Exhibit A, with the Texas Ethics Commission as required by law.

15. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement, and all of which, when taken together, shall be deemed to constitute one and the same Agreement. The exchange of copies of this Agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

SIGNED AND EXECUTED this _____ day of _____, 2026.

x _____

AUTHORIZED AGENT
SAFE CITY COMMISSION, INC.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____

Criminal District Attorney's Office*

***By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.**

CERTIFICATION OF FUNDS IN THE AMOUNT OF $_____

_____ **Date:** _____

Vendor Certification Addendum to Tarrant County Contracts
Entered Into on or After September 1, 2021
Required by New Texas State Laws
[Not required if all contracting parties are governments]

This Addendum relates to the following contract: Agreement between Tarrant County, Texas and Safe City Commission, Inc. (FY 2026)

FISCAL FUNDING ACKNOWLEDGMENT
Notwithstanding any language to the contrary, Vendor acknowledges TARRANT COUNTY is a governmental entity and agrees TARRANT COUNTY (customer) may terminate this Agreement for future fiscal years if sufficient funding is not appropriated or allocated.

For All County Contracts Entered into on or after September 1, 2021, Vendor Must Certify:

Vendor is EXEMPT from Certification regarding Energy Companies and Firearm Entities or Firearm Trade Associations:

Vendor is a sole proprietorship OR is a non-profit entity OR Vendor is a company that does NOT have 10 or more full-time employees AND/OR this contract does NOT have a value of $ 100,000.00 or more that is to be paid wholly or partly from public funds of the governmental entity.

If the Vendor Cannot Certify that it is EXEMPT as Above, Vendor Must Certify as Follows:

Vendor is NOT EXEMPT and Certifies as follows:

Boycott of Energy Companies Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature, S.B. 13), Vendor verifies that it does not boycott energy companies and will not boycott energy companies during the term of the above-described contract. "Boycott energy company" is defined in Section 809.001(1) (added by 87th Legislature, S.B. 13) and means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company: (A) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law; or (B) does business with a company described by subsection (A).

Discrimination against Firearm Entities or Firearm Trade Associations Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature, S.B. 19), Vendor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the above-described contract] against a firearm entity or firearm trade association. "Discriminate against a firearm entity or firearm trade association" is defined in Section 2274.001(3) (added by 87th Legislature, S.B. 19) and means, with respect to the entity or association, to: (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association; (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; the term *does not include*: (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and (ii) a company's refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship: (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or (bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity's or association's status as a firearm entity or firearm trade association.

Vendor Hereby Certifies (Mark Applicable Certification):

___ Vendor is EXEMPT from Certification as set out above.

X Vendor is NOT EXEMPT from Certification as set out above, and Vendor Certifies that it does not and will not Boycott Energy Companies and that is does not and will not engage in prohibited Discrimination against Firearm Entities or Firearm Trade Associations.

CERTIFIED by:

X _____
Signature of Certifying Person

KENNETH SHETTER
Printed Name of Certifying Person

President & General Counsel
Title of Certifying Person

Safe City Commission, Inc.
Name of Vendor Company

5/18/26
Date Certified

Docusign Envelope ID: 364A7ECF-3DB6-8710-82E4-63BE4AA2CAD2

THE STATE OF TEXAS §
§
COUNTY OF TARRANT §

AGREEMENT

WHEREAS, **MHMR OF TARRANT COUNTY,** a unit of local government, through its program known as the **TARRANT YOUTH RECOVERY CAMPUS,** provides substance abuse planning and advocacy for the residents of Tarrant County, Texas;

WHEREAS, **MHMR OF TARRANT COUNTY,** through the **TARRANT YOUTH RECOVERY CAMPUS** provides drug and alcohol rehabilitation services to the youth and their families of Tarrant County;

WHEREAS, the Tarrant County Commissioners Court hereby finds that the program provided by **MHMR OF TARRANT COUNTY,** through the **TARRANT YOUTH RECOVERY CAMPUS**, benefits the residents of Tarrant County, Texas, and hereby declares that this agreement is one of a professional service; and

NOW, THEREFORE**,** this **Agreement** is made and entered into this ____ day of _____, 2026, by and between **MHMR OF TARRANT COUNTY,** through the **TARRANT YOUTH RECOVERY CAMPUS ("MHMRTC")**, acting by and through its duly authorized agent, and **TARRANT COUNTY, TEXAS ("COUNTY")**, acting by and through its County Judge.

MHMRTC and the **COUNTY** agree as follows:

1. **MHMRTC** agrees to provide substance abuse planning services to the youth of Tarrant County, Texas, through the services provided by the Tarrant Youth Recovery Campus, such services to include assessment, referral, case management, residential care, day treatment, outpatient services and coordination of services.

2. **COUNTY**, for and in consideration of the services provided, agrees to pay to **MHMRTC** a lump sum payment of FIFTY THOUSAND AND NO/100 DOLLARS ($50,000.00) for services rendered to the residents of Tarrant County, Texas for the fiscal year beginning October 1, 2025 and ending September 30, 2026.

3. **TO THE EXTENT ALLOWED BY TEXAS LAW, MHMRTC HEREBY AGREES TO INDEMNIFY AND HOLD HARMLESS COUNTY, ITS OFFICERS, AGENTS, OFFICIALS, AND EMPLOYEES FROM ANY LOSS, DAMAGE, INJURY OR CLAIM ARISING FROM THE NEGLIGENT OPERATION OF ITS PROGRAM. SAID INDEMNIFICATION WILL INCLUDE, BUT NOT BE LIMITED TO, ALL AMOUNTS OF ALL CLAIMS, ATTORNEYS' FEES, AND COSTS OF COURT.**

Docusign Envelope ID: 364A7ECF-3DB6-8710-82E4-63BE4AA2CAD2

4. Nothing contained in this **Agreement** shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship of principal and agent, partnership, joint enterprise, common enterprise, joint venture, joint owners, or joint tenants between the parties. The parties hereby declare and acknowledge that the relationship existing is one of independent contractor. This **Agreement** does not and shall not be construed to entitle either party or any of their respective employees or officials, if applicable, to any benefit, privilege or other amenities of employment from the other party.

5. This **Agreement** shall not be interpreted to inure to the benefit of a third party not a party to this **Agreement**. This **Agreement** may not be interpreted to waive any statutory or common law defense, immunity, including governmental and sovereign immunity, or any limitation of liability, responsibility, or damage of any party to this **Agreement**, party's agent, or party's employee, otherwise provided by law.

6. The parties to this **Agreement** will not sell, assign, transfer or convey any benefits or obligations of this **Agreement** in whole or part without the prior written consent of both parties.

7. If any one or more of the provisions contained in this **Agreement**, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this **Agreement**.

8. This **Agreement** constitutes the entire agreement between the parties, and any and all prior negotiations are merged into this **Agreement**. Any amendment, change, or addition to this **Agreement** shall be made only in writing and signed by both parties.

9. This **Agreement** will be governed by and construed according to the laws of the State of Texas. Venue for any action or claim arising from this **Agreement** will be in Tarrant County, Texas, as to state court actions, and the United States District Court for the Northern District of Texas, as to federal court actions.

10. In providing the services required by this **Agreement**, **MHMRTC** must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. **MHMRTC** shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

11. **MHMRTC** agrees to provide **COUNTY** all records relating to the programs performed by **MHMRTC** upon written request of **COUNTY** and to provide a final report detailing the manner in which such funds are expended and the program details of its services.

12. **MHMRTC** must submit to **COUNTY** a final report as to the program outcomes achieved within sixty (60) days of the end of the requested funding year by November 30, 2026 by providing the following:

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(a) a program update on all outcomes accomplished and client populations served; and,

(b) an accounting of all expenditures of **COUNTY** funds (salary, rent, training, etc.). *Any funds not used for the specified purposes or not used within the time limits specified in this contract are subject to be returned to **COUNTY**.*

Until receipt of this final report by **COUNTY**, all subsequent funding will be held in abeyance.

13. **MHMRTC** acknowledges that it is a "governmental entity" and not a "business entity" as those terms are defined in Tex. Gov't Code § 2252.908, and therefore, no Form 1295 disclosure of interested parties pursuant to Tex. Gov't Code Section 2252.908 is required.

14. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement, and all of which, when taken together, shall be deemed to constitute one and the same Agreement. The exchange of copies of this Agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

SIGNED AND EXECUTED this _____ day of _____, 2026.

Signed by:
Susan Garnett
2D4316F5EA1F4C1...

AUTHORIZED AGENT
MHMR OF TARRANT COUNTY
Susan Garnett CEO

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
Criminal District Attorney's Office*

***By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.**

Docusign Envelope ID: 364A7ECF-3DB6-8710-82E4-63BE4AA2CAD2

CERTIFICATION OF FUNDS IN THE AMOUNT OF $_____

_____ Date: _____

THE STATE OF TEXAS §
§
COUNTY OF TARRANT §

AGREEMENT

WHEREAS, **DOWNTOWN FORT WORTH, INC.** is a Texas non-profit corporation under separate contract with the City of Fort Worth ("City") to provide public space management to the downtown area over and above those provided by the City, and specifically with regard to overseeing the implementation of Public Improvement District No. 1 ("PID");

WHEREAS, the PID functions also involve general security, including mounted and bike patrol, that benefits Tarrant County, and said security programs make the PID safer by making police officers more visible, in touch with street activity, and more approachable as they travel at pedestrian speeds and interact with the public;

WHEREAS, the PID works with the Day Resource Center for the Homeless for outreach services in downtown and businesses, merchants, agencies, and others that encounter homeless people in distress or who are otherwise in need of interdiction are able to call and request a Day Resource Center social worker to come and assess the situation and coordinate any needed action;

WHEREAS, pursuant to §81.027 of the Texas Local Government Code, the Tarrant County Commissioners Court may provide for the support of paupers and residents of Tarrant County who are unable to support themselves;

WHEREAS, The Tarrant County Commissioners Court hereby finds that the programs and efforts of **DOWNTOWN FORT WORTH, INC.** relating to the PID benefit the citizens of Tarrant County; and

NOW, THEREFORE, this **Agreement** is made and entered into this ____ day of _____, 2026, by and between **DOWNTOWN FORT WORTH, INC.**, acting by and through its duly authorized agent, and **TARRANT COUNTY, TEXAS ("COUNTY")**, acting by and through its County Judge.

DOWNTOWN FORT WORTH, INC. and the **COUNTY** agree as follows:

1. **DOWNTOWN FORT WORTH, INC.** agrees to provide such services to the citizens of Tarrant County.

2. **COUNTY**, for and in consideration of the services provided, agrees to pay to **DOWNTOWN FORT WORTH, INC.** a lump sum payment of FORTY-NINE THOUSAND AND NO/100 DOLLARS ($49,000.00) for services rendered to the residents of Tarrant County, Texas for the fiscal year beginning October 1, 2025 and ending September 30, 2026.

3. **TO THE EXTENT ALLOWED BY TEXAS LAW, DOWNTOWN FORT WORTH, INC. HEREBY AGREES TO INDEMNIFY AND HOLD HARMLESS COUNTY, ITS OFFICERS, AGENTS, OFFICIALS, AND EMPLOYEES FROM ANY LOSS, DAMAGE, INJURY OR CLAIM ARISING FROM THE NEGLIGENT OPERATION OF ITS PROGRAM. SAID INDEMNIFICATION WILL INCLUDE, BUT NOT BE LIMITED TO, ALL AMOUNTS OF ALL CLAIMS, ATTORNEYS' FEES, AND COSTS OF COURT.**

4. Nothing contained in this **Agreement** shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship of principal and agent, partnership, joint enterprise, common enterprise, joint venture, joint owners, or joint tenants between the parties. The parties hereby declare and acknowledge that the relationship existing is one of independent contractor. This **Agreement** does not and shall not be construed to entitle either party or any of their respective employees or officials, if applicable, to any benefit, privilege or other amenities of employment from the other party.

5. This **Agreement** shall not be interpreted to inure to the benefit of a third party not a party to this **Agreement**. This **Agreement** may not be interpreted to waive any statutory or common law defense, immunity, including governmental and sovereign immunity, or any limitation of liability, responsibility, or damage of any party to this **Agreement**, party's agent, or party's employee, otherwise provided by law.

6. The parties to this **Agreement** will not sell, assign, transfer or convey any benefits or obligations of this **Agreement** in whole or part without the prior written consent of both parties.

7. If any one or more of the provisions contained in this **Agreement**, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this **Agreement**.

8. This **Agreement** constitutes the entire agreement between the parties, and any and all prior negotiations are merged into this **Agreement**. Any amendment, change, or addition to this **Agreement** shall be made only in writing and signed by both parties.

9. This **Agreement** will be governed by and construed according to the laws of the State of Texas. Venue for any action or claim arising from this **Agreement** will be in Tarrant County, Texas, as to state court actions, and the United States District Court for the Northern District of Texas, as to federal court actions.

10. In providing the services required by this **Agreement**, **DOWNTOWN FORT WORTH, INC.** must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. **DOWNTOWN FORT WORTH, INC.** shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

11. **DOWNTOWN FORT WORTH, INC.** agrees to provide **COUNTY** all records relating to the programs performed by **DOWNTOWN FORT WORTH, INC.** upon written request of **COUNTY** and to provide a final report detailing the manner in which such funds are expended and the program details of its services.

12. **DOWNTOWN FORT WORTH, INC.** must submit to **COUNTY** a final report as to the program outcomes achieved within sixty (60) days of the end of the requested funding year by November 30, 2026 by providing the following:

(a) a program update on all outcomes accomplished and client populations served; and,

(b) an accounting of all expenditures of **COUNTY** funds (salary, rent, training, etc.). *Any funds not used for the specified purposes or not used within the time limits specified in this contract are subject to be returned to* ***COUNTY.***

Until receipt of this final report by **COUNTY**, all subsequent funding will be held in abeyance.

13. **DOWNTOWN FORT WORTH, INC.** verifies that it does not boycott Israel and will not boycott Israel during the term of this contract. The term "boycott Israel" is as defined by Texas Government Code Section 808.001, effective September 1, 2017.

14. **DOWNTOWN FORT WORTH, INC.** acknowledges and agrees that it has fully, accurately, and completely disclosed all interested parties in the attached Form 1295, and has acknowledged the completeness of this disclosure by filing the Form 1295, attached as Exhibit A, with the Texas Ethics Commission as required by law.

15. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement, and all of which, when taken together, shall be deemed to constitute one and the same Agreement. The exchange of copies of this Agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

SIGNED AND EXECUTED this _____ day of _____, 2026.

AUTHORIZED AGENT
DOWNTOWN FORT WORTH, INC.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
Criminal District Attorney's Office*

***By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.**

CERTIFICATION OF FUNDS IN THE AMOUNT OF $_____

_____ **Date:** _____

THE STATE OF TEXAS §
§
COUNTY OF TARRANT §

AGREEMENT BETWEEN TARRANT COUNTY AND ALLIANCE FOR CHILDREN FOR FUNDING OF CHILD ADVOCACY CENTERS

The Tarrant County Commissioners Court finds that residents of Tarrant County, Texas, are faced with the continuing challenge of child abuse and child sexual abuse, and that a need exists to facilitate continued provision of services to victims and the community to address this challenge.

The Commissioners Court finds that **ALLIANCE FOR CHILDREN, INC.** can and does provide these services and currently provides three children's advocacy centers in Tarrant County, located in the City of Arlington, Fort Worth and Hurst, in which various governmental entities maintain staff and supplies in order that they may more efficiently conduct investigations of such abuse and protect the child victim from unnecessary trauma. Presently, local police departments, the Texas Department of Family and Protective Services and the staff of the Criminal District Attorney of Tarrant County use the centers of **ALLIANCE FOR CHILDREN, INC.** to conduct their investigations of this abuse.

The Commissioners Court finds that the services of **ALLIANCE FOR CHILDREN, INC.** are in the nature of a professional service, and that the provision of these services furthers a public purpose in that they support investigations into child abuse, lessen the trauma to child victims, and address the clinical and educational needs of victims and the community regarding this issue.

NOW, THEREFORE, this **Agreement** is made and entered into this ____ day of _____, 2026, by and between **ALLIANCE FOR CHILDREN, INC. ("ALLIANCE, INC.")**, a private non-profit corporation chartered by the State of Texas, acting herein by and through its duly authorized agent and officer, and the **TARRANT COUNTY, TEXAS ("COUNTY")**, acting by and through its County Judge.

ALLIANCE, INC. and the **COUNTY** agree as follows:

1. **ALLIANCE INC.** agrees to continue to provide its services through the operation of children's advocacy centers in Arlington, Fort Worth and Hurst for the use of the above-named governmental agencies in their investigations of child abuse.

2. **COUNTY**, for and in consideration of the services provided hereby agrees to pay to **ALLIANCE, INC.** a lump sum payment of TWO HUNDRED TWENTY THOUSAND, EIGHT HUNDRED FORTY AND NO/100 DOLLARS ($220,840.00) for such services during the period October 1, 2025 through September 30, 2026.

3. **TO THE EXTENT PERMITTED BY TEXAS LAW, ALLIANCE, INC. AGREES TO INDEMNIFY AND HOLD HARMLESS COUNTY, ITS OFFICERS, AGENTS, OFFICIALS, AND EMPLOYEES FROM ANY LOSS, DAMAGE, INJURY OR CLAIM ARISING FROM THE NEGLIGENT OPERATION OF ITS PROGRAMS OR APPLICATIONS OF ITS FUNDS. SAID INDEMNIFICATION WILL INCLUDE, BUT NOT BE LIMITED TO, ALL AMOUNTS OF ALL CLAIMS, ATTORNEYS' FEES, AND COSTS OF COURT.**

4. Nothing contained in this **Agreement** shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship of principal and agent, partnership, joint enterprise, common enterprise, joint venture, joint owners, or joint tenants between the parties. The parties hereby declare and acknowledge that the relationship existing is one of independent contractor. This **Agreement** does not and shall not be construed to entitle either party or any of their respective employees or officials, if applicable, to any benefit, privilege or other amenities of employment from the other party.

5. This **Agreement** shall not be interpreted to inure to the benefit of a third party not a party to this **Agreement**. This **Agreement** may not be interpreted to waive any statutory or common law defense, immunity, including governmental and sovereign immunity, or any limitation of liability, responsibility, or damage of any party to this **Agreement**, party's agent, or party's employee, otherwise provided by law.

6. The parties to this **Agreement** will not sell, assign, transfer or convey any benefits or obligations of this **Agreement** in whole or part without the prior written consent of both parties.

7. If any one or more of the provisions contained in this **Agreement**, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this **Agreement**.

8. This **Agreement** constitutes the entire agreement between the parties, and any and all prior negotiations are merged into this **Agreement**. Any amendment, change, or addition to this **Agreement** shall be made only in writing and signed by both parties.

9. This **Agreement** will be governed by and construed according to the laws of the State of Texas. Venue for any action or claim arising from this **Agreement** will be in Tarrant County, Texas, as to state court actions, and the United States District Court for the Northern District of Texas, as to federal court actions.

10. In providing the services required by this **Agreement**, **ALLIANCE, INC.** must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. **ALLIANCE, INC.** shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

11. **ALLIANCE, INC.** agrees to provide **COUNTY** all records relating to the programs performed by **ALLIANCE, INC.** upon written request of **COUNTY** and to provide a final report detailing the manner in which such funds are expended and the program details of its services.

12. **ALLIANCE, INC.** must submit to **COUNTY** a final report as to the program outcomes achieved within sixty (60) days of the end of the requested funding year by November 30, 2026 by providing the following:

(a) a program update on all outcomes accomplished and client populations served; and,

(b) an accounting of all expenditures of **COUNTY** funds (salary, rent, training, etc.). *Any funds not used for the specified purposes or not used within the time limits specified in this contract are subject to be returned to **COUNTY**.*

Until receipt of this final report by **COUNTY**, all subsequent funding will be held in abeyance.

13. **ALLIANCE, INC.** verifies that it does not boycott Israel and will not boycott Israel during the term of this contract. The term "boycott Israel" is as defined by Texas Government Code Section 808.001, effective September 1, 2017.

14. **ALLIANCE, INC.** acknowledges and agrees that it has fully, accurately, and completely disclosed all interested parties in the attached Form 1295, and has acknowledged the completeness of this disclosure by filing the Form 1295, attached as Exhibit A, with the Texas Ethics Commission as required by law.

15. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement, and all of which, when taken together, shall be deemed to constitute one and the same Agreement. The exchange of copies of this Agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

SIGNED AND EXECUTED this _____ day of _____, 2026.

Julie Evans

AUTHORIZED AGENT
ALLIANCE FOR CHILDREN, INC.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
Criminal District Attorney's Office*

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

CERTIFICATION OF FUNDS IN THE AMOUNT OF $_____

_____ Date: _____

Vendor Certification Addendum to Tarrant County Contracts

Entered Into on or After September 1, 2021
Required by New Texas State Laws
[Not required if all contracting parties are governments]

This Addendum relates to the following contract: Agreement between Tarrant County, Texas and Alliance for Children, Inc. (FY 2026)

FISCAL FUNDING ACKNOWLEDGMENT
Notwithstanding any language to the contrary, Vendor acknowledges TARRANT COUNTY is a governmental entity and agrees TARRANT COUNTY (customer) may terminate this Agreement for future fiscal years if sufficient funding is not appropriated or allocated.

For All County Contracts Entered into on or after September 1, 2021, Vendor Must Certify:

Vendor is EXEMPT from Certification regarding Energy Companies and Firearm Entities or Firearm Trade Associations:

Vendor is a sole proprietorship OR is a non-profit entity OR Vendor is a company that does NOT have 10 or more full-time employees AND/OR this contract does NOT have a value of $ 100,00.00 or more that is to be paid wholly or partly from public funds of the governmental entity.

If the Vendor Cannot Certify that it is EXEMPT as Above, Vendor Must Certify as Follows:

Vendor is NOT EXEMPT and Certifies as follows:

Boycott of Energy Companies Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature, S.B. 13), Vendor verifies that it does not boycott energy companies and will not boycott energy companies during the term of the above-described contract. "Boycott energy company" is defined in Section 809.001(1) (added by 87th Legislature, S.B. 13) and means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company: (A) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable

federal and state law; or (B) does business with a company described by subsection (A).

Discrimination against Firearm Entities or Firearm Trade Associations Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature, S.B. 19), Vendor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the above-described contract] against a firearm entity or firearm trade association. "Discriminate against a firearm entity or firearm trade association" is defined in Section 2274.001(3) (added by 87th Legislature, S.B. 19) and means, with respect to the entity or association, to: (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association; (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; the term *does not include*: (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and (ii) a company's refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship: (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or (bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity's or association's status as a firearm entity or firearm trade association.

Vendor Hereby Certifies (Mark Applicable Certification):

✓ Vendor is EXEMPT from Certification as set out above.

___ Vendor is NOT EXEMPT from Certification as set out above, and Vendor Certifies that it does not and will not Boycott Energy Companies and that is does not and will not engage in prohibited Discrimination against Firearm Entities or Firearm Trade Associations.

CERTIFIED by:

Julie Evans
Signature of Certifying Person

Julie Evans

Printed Name of Certifying Person

CEO

Title of Certifying Person

Alliance For Children

Name of Vendor Company

5/19/26

Date Certified

THE STATE OF TEXAS §
§
COUNTY OF TARRANT §

AGREEMENT

The Tarrant County Commissioners Court finds that residents of Tarrant County, Texas, are faced with the continuing challenge of child abuse and that a need exists to facilitate continued provision of services to victims and the community to address this challenge.

The Commissioners Court finds that **OUR COMMUNITY OUR KIDS** provides crisis intervention, family counseling, residential services and community based care. The organization has protected children and preserved families since 1915. Through research and training, **OUR COMMUNITY OUR KIDS** provides reputable programs in child welfare that dramatically strengthen families and reduce child abuse.

The Commissioners Court finds that the services of **OUR COMMUNITY OUR KIDS** are in the nature of a professional service, and that the provision of these services furthers a public purpose in that they strengthen families, lessen the trauma to child victims, and address the clinical and educational needs of victims and the community regarding this issue.

NOW, THEREFORE, this **Agreement** is made and entered into this ____ day of _____, 2026, by and between **OUR COMMUNITY OUR KIDS. ("OUR COMMUNITY OUR KIDS")**, a private non-profit corporation chartered by the State of Texas, acting herein by and through its duly authorized agent and officer, and the **TARRANT COUNTY, TEXAS ("COUNTY")**, acting by and through its County Judge.

OUR COMMUNITY OUR KIDS and the **COUNTY** agree as follows:

1. **OUR COMMUNITY OUR KIDS** agrees to continue to provide its services to Tarrant County residents.

2. **COUNTY**, for and in consideration of the services provided hereby agrees to pay to **OUR COMMUNITY OUR KIDS** a lump sum payment of THREE HUNDRED THOUSAND AND NO/100 DOLLARS ($300,000.00) for such services during the period October 1, 2025 through September 30, 2026.

3. **TO THE EXTENT PERMITTED BY TEXAS LAW, OUR COMMUNITY OUR KIDS AGREES TO INDEMNIFY AND HOLD HARMLESS COUNTY, ITS OFFICERS, AGENTS, OFFICIALS, AND EMPLOYEES FROM ANY LOSS, DAMAGE, INJURY OR CLAIM ARISING FROM THE NEGLIGENT OPERATION OF ITS PROGRAMS OR APPLICATIONS OF ITS FUNDS. SAID INDEMNIFICATION WILL INCLUDE, BUT NOT BE LIMITED TO, ALL AMOUNTS OF ALL CLAIMS, ATTORNEYS' FEES, AND COSTS OF COURT.**

4. Nothing contained in this **Agreement** shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship of principal and agent,

partnership, joint enterprise, common enterprise, joint venture, joint owners, or joint tenants between the parties. The parties hereby declare and acknowledge that the relationship existing is one of independent contractor. This **Agreement** does not and shall not be construed to entitle either party or any of their respective employees or officials, if applicable, to any benefit, privilege or other amenities of employment from the other party.

5. This **Agreement** shall not be interpreted to inure to the benefit of a third party not a party to this **Agreement**. This **Agreement** may not be interpreted to waive any statutory or common law defense, immunity, including governmental and sovereign immunity, or any limitation of liability, responsibility, or damage of any party to this **Agreement**, party's agent, or party's employee, otherwise provided by law.

6. The parties to this **Agreement** will not sell, assign, transfer or convey any benefits or obligations of this **Agreement** in whole or part without the prior written consent of both parties.

7. If any one or more of the provisions contained in this **Agreement**, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this **Agreement**.

8. This **Agreement** constitutes the entire agreement between the parties, and any and all prior negotiations are merged into this **Agreement**. Any amendment, change, or addition to this **Agreement** shall be made only in writing and signed by both parties.

9. This **Agreement** will be governed by and construed according to the laws of the State of Texas. Venue for any action or claim arising from this **Agreement** will be in Tarrant County, Texas, as to state court actions, and the United States District Court for the Northern District of Texas, as to federal court actions.

10. In providing the services required by this **Agreement**, **OUR COMMUNITY OUR KIDS** must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. **OUR COMMUNITY OUR KIDS** shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

11. **OUR COMMUNITY OUR KIDS** agrees to provide **COUNTY** all records relating to the programs performed by **OUR COMMUNITY OUR KIDS** upon written request of **COUNTY** and to provide a final report detailing the manner in which such funds are expended and the program details of its services.

12. **OUR COMMUNITY OUR KIDS** must submit to **COUNTY** a final report as to the program outcomes achieved within sixty (60) days of the end of the requested funding year by November 30, 2026 by providing the following:

(a) a program update on all outcomes accomplished and client populations served; and,

(b) an accounting of all expenditures of **COUNTY** funds (salary, rent, training, etc.). *Any funds not used for the specified purposes or not used within the time limits specified in this contract are subject to be returned to* ***COUNTY****.*

Until receipt of this final report by **COUNTY**, all subsequent funding will be held in abeyance.

13. **OUR COMMUNITY OUR KIDS** verifies that it does not boycott Israel and will not boycott Israel during the term of this contract. The term "boycott Israel" is as defined by Texas Government Code Section 808.001, effective September 1, 2017.

14. **OUR COMMUNITY OUR KIDS** acknowledges and agrees that it has fully, accurately, and completely disclosed all interested parties in the attached Form 1295 and has acknowledged the completeness of this disclosure by filing the Form 1295, attached as Exhibit A, with the Texas Ethics Commission as required by law.

15. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement, and all of which, when taken together, shall be deemed to constitute one and the same Agreement. The exchange of copies of this Agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

SIGNED AND EXECUTED this _____ day of _____, 2026.



AUTHORIZED AGENT
OUR COMMUNITY OUR KIDS

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
Criminal District Attorney's Office*

***By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.**

CERTIFICATION OF FUNDS IN THE AMOUNT OF $_____

_____ Date: _____

Vendor Certification Addendum to Tarrant County Contracts
Entered Into on or After September 1, 2021
Required by New Texas State Laws
[Not required if all contracting parties are governments]

This Addendum relates to the following contract: Agreement between Tarrant County, Texas and OUR COMMUNITY OUR KIDS (FY 2026)

FISCAL FUNDING ACKNOWLEDGMENT
Notwithstanding any language to the contrary, Vendor acknowledges TARRANT COUNTY is a governmental entity and agrees TARRANT COUNTY (customer) may terminate this Agreement for future fiscal years if sufficient funding is not appropriated or allocated.

For All County Contracts Entered into on or after September 1, 2021, Vendor Must Certify:

Vendor is EXEMPT from Certification regarding Energy Companies and Firearm Entities or Firearm Trade Associations:

Vendor is a sole proprietorship OR is a non-profit entity OR Vendor is a company that does NOT have 10 or more full-time employees AND/OR this contract does NOT have a value of $ 100,00.00 or more that is to be paid wholly or partly from public funds of the governmental entity.

If the Vendor Cannot Certify that it is EXEMPT as Above, Vendor Must Certify as Follows:

Vendor is NOT EXEMPT and Certifies as follows:

Boycott of Energy Companies Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature, S.B. 13), Vendor verifies that it does not boycott energy companies and will not boycott energy companies during the term of the above-described contract. “Boycott energy company” is defined in Section 809.001(1) (added by 87th Legislature, S.B. 13) and means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company: (A) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and

does not commit or pledge to meet environmental standards beyond applicable federal and state law; or (B) does business with a company described by subsection (A).

Discrimination against Firearm Entities or Firearm Trade Associations Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature, S.B. 19), Vendor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the above-described contract] against a firearm entity or firearm trade association. "Discriminate against a firearm entity or firearm trade association" is defined in Section 2274.001(3) (added by 87th Legislature, S.B. 19) and means, with respect to the entity or association, to: (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association; (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; the term *does not include*: (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and (ii) a company's refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship: (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or (bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity's or association's status as a firearm entity or firearm trade association.

Vendor Hereby Certifies (Mark Applicable Certification):

___ Vendor is EXEMPT from Certification as set out above.

_X_ Vendor is NOT EXEMPT from Certification as set out above, and Vendor Certifies that it does not and will not Boycott Energy Companies and that is does not and will not engage in prohibited Discrimination against Firearm Entities or Firearm Trade Associations.

CERTIFIED by:



_____
Signature of Certifying Person

_Mike Bryant _____
Printed Name of Certifying Person

_CEO_____
Title of Certifying Person

_Our Community Our Kids_____
Name of Vendor Company

_05/18/2026_____
Date Certified

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 3

Department: Budget and Risk Management	**Prepared By:** Rand Otten	**Approved By:** Matthew Jones

SUBJECT:

Consideration of First Amendment to the Interlocal Agreement Between Tarrant County and the City of Arlington for the Tarrant County Expansion Childcare Facility

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider First Amendment to the Interlocal Agreement between Tarrant County and the City of Arlington for the Tarrant County Expansion Childcare Facility as part of the Tarrant County Fiscal Recovery Funds Program.

BACKGROUND

On June 18, 2024, the Commissioners Court, through Court Order #143306, approved an Interlocal Agreement between Tarrant County and the City of Arlington to fund the Infant and Toddler Infrastructure Expansion. This funded project is a 14,000-square-foot childcare facility in Arlington that will have ten (10) classrooms.

With approval of the First Amendment, the contract term will be extended from June 30, 2026, to November 15, 2026.

The District Attorney's Office has reviewed and approved this amendment as to form.

FISCAL IMPACT

There is no fiscal impact as a result of this action.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____

District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Interlocal Agreement Tarrant County-City of Arlington-signed.pdf

FIRST AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN TARRANT COUNTY AND CITY OF ARLINGTON

This First Amendment ("Amendment") to the Interlocal Agreement (ILA) Between Tarrant County ("County") and City of Arlington ("City of Arlington"), shall be effective on the date the last signature is affixed ("Effective Date"). County and City of Arlington have reviewed the Amendment and make the following findings:

RECITALS

WHEREAS, County and City of Arlington entered into an Interlocal Agreement Between Tarrant County and City of Arlington ("Agreement") on June 18, 2024, as reflected in Commissioners Court Order Number 143306, distributing State and Local Fiscal Recovery Funds ("FRF") from County to City of Arlington;

NOW THEREFORE, County and City of Arlington agree as follows:

1. County and City of Arlington accept this Amendment, adjusting the contract term from June 30, 2026 to November 15, 2026.

2. Except as amended herein, the Agreement is unchanged.

SIGNED AND EXCUTED this _____ day of _____2026.

COUNTY OF TARRANT

Separate Electronic Signature Page

Tim O'Hare
County Judge

CITY OF ARLINGTON

Separate Signature Page

APPROVED AS TO FORM:

CERTIFICATION OF

AVAILABLE FUNDS: $_____

_____

Criminal District Attorney's Office*

_____

Tarrant County Auditor

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

CITY OF ARLINGTON, TEXAS

BY _____

Jennifer Wichmann

Deputy City Manager

ATTEST:

_____

Martha Garcia

City Secretary

APPROVED AS TO FORM:

MOLLY SHORTALL, City Attorney

BY _____

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 1

Department: Budget and Risk Management	**Prepared By:** Krysten L. Louden	**Approved By:** Matthew Jones

SUBJECT:

Consideration of Exceptions to Fee Schedule for Court Interpreters

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider exceptions to Tarrant County's fee schedule for interpreters appointed by Criminal Courts.

BACKGROUND

On December 8, 1988, the Commissioners Court, through Court Order #79732, established an amount of $50.00 per hour for court interpreters. On November 17, 2020, through Court Order #134246, the hourly rate for court interpreters was increased to $100.00 per hour.

One or more criminal court(s) required interpreter service exceeding the limit set by this Court Order.

1. **BridgeVoice Interpreters LLC**

   a. Re: Case 1870326 Kenny Peraza (Spanish)
   $160 per hour – 3 hours billed (5/11/2026)
   Honorable Deborah Nekhom, County Criminal Court No. 4

   b. Re: Case 1870326 Kenny Peraza (Spanish)
   $140 per hour – 4 hours billed (5/12/2026)
   Honorable Deborah Nekhom, County Criminal Court No. 4

   c. Re: Case 1915567 Dumey Gonzalez Cruz (Spanish)
   $140 per hour – 2 hours billed (5/05/2026)
   Honorable Vincent Giardino, 396th District Court

   d. Re: Case 1914536 Tamba Jawara (French)
   $175 per hour – 2 hours billed (5/24/2026)
   Honorable Vincent Giardino, 396th District Court

2. **Certified Translations, LLC**

   e. Re: Cases 1841633, 1902731, 1902998 Junior Po (Mandarin)

$125 per hour – 2 hours billed (4/2/2026)
Honorable Andy Porter, Criminal District Court No. 4

3. **Lango, LLC**
   f. Re: Cases 1901292, 1849148 Denis Wilondja (Swahili)
   $105 per hour – 2 hours billed (4/15/2026)
   Honorable Eric Starnes, County Criminal Court No. 7

4. **Jay Hamdan**
   g. Re: Case 1862327 Yousef Almohamadalshihan (Arabic)
   $110 per hour – 2 hours billed (4/29/2026)
   Honorable Ruben Gonzalez, 432nd District Court

   h. Re: Case 1909989 Mohammad Ananzeh (Arabic)
   $110 per hour – 2 hours billed (4/29/2026)
   Honorable Ruben Gonzalez, 432nd District Court

   i. Re: Case 1764382 Aref Ztemih (Arabic)
   $110 per hour – 3 hours billed (5/08/2026)
   Honorable William Knight, Criminal District Court No.2

FISCAL IMPACT

There will be no additional fiscal impact. Budgeted funds are available in the department's budget.

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 4

Department: Budget and Risk Management	**Prepared By:** Mai Tran	**Approved By:** Matthew Jones

SUBJECT:

Consideration of Risk Management Board Minutes and Recommended Claims

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider the board minutes and payment of the following claims recommended by the Risk Management Board and authorize the County Auditor to pay funds prior before on the claims register.

BACKGROUND

The Risk Management Board held a meeting on Wednesday, May 6, 2026 and May 20, 2026. The minutes resulting from this meeting are attached for review.

The claims recommended by the Risk Management Board are as follows:

Chelsea Doyen | Claim No. 22-10033 (Transportation) | $2,906.58
On March 11, 2022, County vehicle made contact with Mrs. Doyen's vehicle. She sustained injuries from the collision, the Risk Management Board recommends payment of $2,906.58 for full and final settlement of this claim.

Eduardo Arroyo | Claim No. 26-20025 (Sheriff) | $3,475.19

On December 23, 2025, Mr. Arroyo was released from jail, and his property could not be located. The Risk Management Board recommends payment of $3,475.19 for full and final settlement of this claim.

Uniquica Acon (Plus Rental) | Claim No. 26-20024 (Facilities) | $1,338.87

On April 13, 2026, County property made contact with Ms. Acon’s vehicle. The Risk Management Board recommends payment of $1,338.87 plus rental car for this claim.

Chuck Wiesman (Plus Rental) | Claim No. 26-20023 (Facilities) | $3,441.80

On April 21, 2026, County property made contact with Mr. Wiesman’s vehicle. The Risk Management Board recommends payment of $3,441.80 plus rental car for this claim.

Jerry Durant Collision Center (Chuck Wiesman) | Claim No. 26-20023 (Facilities) | $598.87

On April 21, 2026, County property made contact with claimant's vehicle. Jerry Durant Collision Center submitted a supplement for additional work required to repair the damage. The Risk Management Board recommends payment of $598.87 for full and final settlement of this claim.

FISCAL IMPACT

Payment of these items will be from Tarrant County's Self-Insurance Funds.

Attachments

May 6, 2026 Minutes.pdf

May 20, 2026 Consent Minutes.pdf

TARRANT COUNTY
BUDGET & RISK MANAGEMENT

TARRANT COUNTY ADMINISTRATION BUILDING
100 E. WEATHERFORD – 4TH FLOOR, ROOM 403
FORT WORTH, TEXAS 76196-0102

HELEN H. GIESE
DIRECTOR

RISK MANAGEMENT BOARD MEETING

May 6, 2026

M I N U T E S

Call to Order

PRESENT: Representatives:

Travis Yarbrough	(Administrator's Office)
Mallory Schuit	(Criminal District Attorney)
Craig Driskell	(Sheriff's Office)
Kim Buchanon	(Auditor's Office)
Jospeh Jackson	(Engineering Services)

I. Approval of April 29, 2026, Consent Minutes

Travis Yarbrough moved for approval of April 29, 2026, Consent Minutes of the Risk Management Board, Joseph Jackson seconded motion carried with Mallory Schuit and Kim Buchannon abstaining.

II. Consideration of Claims

A. Chelsea Doyen **$ 2,906.58**
Claim No. 22-10033 (Transportation)

Joseph Jackson made a **motion to approve ITEM II A.** Travis Yarbrough seconded; motion carried with Craig Driskell opposing.

B. Nikki Sund (Plus Rental) **$ 580.50**
Claim No. 26-20027 (Pct. 4 Maintenance)

Kim Buchanon made a **motion to deny ITEM II B.** Travis Yarbrough seconded; motion carried unanimously.

C. Eduardo Arroyo **$ 3,475.19**
Claim No. 26-20025 (Sheriff)

Craig Driskell made a **motion to approve ITEM II C.** Joseph Jackson seconded; motion carried unanimously.

D. Uniquica Acon (Plus Rental) $ 1,338.87
Claim No. 26-20024 (Facilities)

Craig Driskell made a **motion to approve ITEM II D.** Joseph Jackson seconded; motion carried unanimously.

E. Chuck Wiesman (Plus Rental) $ 3,441.80
Claim No. 26-20023 (Facilities)

Travis Yarbrough made a **motion to approve ITEM II E.** Joseph Jackson seconded; motion carried with Craig Driskell abstaining.

F. Jose Mauricio Landaverde Martinez (Plus Rental) $ 5,522.32
Claim No. 26-10040 (Sheriff)

Travis Yarbrough made a **motion to approve ITEM II F for up to $3,500.00.** Kim Buchannon seconded; motion carried unanimously.

III. Next Meeting: Wednesday, May 13, 2026, at 11:00 A.M., 4th Floor, Room 403

TARRANT COUNTY
BUDGET & RISK MANAGEMENT

TARRANT COUNTY ADMINISTRATION BUILDING
100 E. WEATHERFORD – 4TH FLOOR, ROOM 403
FORT WORTH, TEXAS 76196-0102

HELEN H. GIESE
DIRECTOR

RISK MANAGEMENT BOARD MEETING

May 20, 2026

C O N S E N T M I N U T E S

Call to Order

PRESENT: Representatives:

Craig Driskell	(Sheriff's Office)
Travis Yarbrough	(County Administration)
Joseph Jackson	(Engineering Services)
Matthew Jones	(Budget & Risk Management)

I. Approval of May 6, 2026, Minutes

The Minutes from May 6, 2026, Risk Management Board were approved unanimously.

II. Consideration of Claims

A.	**Emergency Upfitters of Texas, LLC** Claim No. 26-10008 (Constable Pct. 6)	**$**	**2,137.50**
B.	**Read's Auto Collision** Claim No. 26-10053 (Sheriff)	**$**	**3,074.86**
C.	**Read's Auto Collision (Supplement)** Claim No. 26-10048 (Constable Pct. 6)	**$**	**99.86**
D.	**Jerry Durant Collision Center (Supplement)** Claim No. 26-20023 (Facilities)	**$**	**598.87**

Items II A through D were approved unanimously.

III. Next Meeting: Wednesday, May 27, 2026, at 11:00 A.M., 4th Floor, Room 403

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 1

Department: Community Development	**Prepared By:** Janel Holt, SHP Manager	**Approved By:** James A. McClinton, Director

SUBJECT:

Consideration to Submit the Fiscal Year 2026 Continuum of Care Grant Applications to Partnership Home for Inclusion in the U.S. Department of Housing and Urban Development's Continuum of Care Program Competition for Tarrant County Community Development Programs

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider the submission of the FY 2026 Continuum of Care Grants Applications to Partnership Home for inclusion in the U.S. Department of Housing and Urban Development's (HUD) Continuum of Care (COC) program competition for continuation of Tarrant County Community Development Continuum of Care Programs.

BACKGROUND

The Partnership Home COC annually conducts a local competition providing funding from the U.S. Department of Housing and Urban Development (HUD), through the COC competitive grants for homeless assistance programs providing housing opportunities and supportive services.

Community Development has historically received funding through this program to fund between eleven (11) to fifteen (15) programs in partnership with local nonprofit agencies assisting with rent and supportive services to around 1,000 local individuals overcoming homelessness. These programs are operated by local nonprofit subrecipients. Community Development is seeking permission to request grant funding in the amount up to $8,000,000 through the COC competition for the continuation and possible expansion of Community Development housing and supportive services programs.

The grant applications are for one-year funding and are eligible for annual renewal. The local competition grant deadline is anticipated quickly and is dependent on the Notice of Funding Opportunity (NOFO) announcement anticipated June 1, 2026 from HUD. A quick turnaround is typically required to submit applications.

If approved, this authorization will permit the Tarrant County Judge to execute on behalf of Tarrant County any documents necessary to submit the grant application, including future addendums.

FISCAL IMPACT

The grant requests are anticipated to be between $7,500,000 and $8,000,000. The required match is generally twenty-five percent (25%) of the expended total program budget. Historically, the costs of administering these grants are paid with CoC and Community Development Block Grant (CDBG). Funded nonprofit agencies are responsible for meeting the majority of match requirements. A 10% administrative fee will be added to the budget, as allowed by HUD.

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 23

Department: Community Development	**Prepared By:** Janel Holt, SHP Manager	**Approved By:** Janel Holt, SHP Manager

SUBJECT:

Consideration of Fiscal Year 2025 Continuum of Care Program Grant Agreements between Tarrant County and the U.S. Department of Housing and Urban Development to Support Homeless Assistance Projects Administered by Non-Profit Agencies in Tarrant County

*****CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider two (2) FY 2025 Continuum of Care (CoC) renewal Grant Agreements between Tarrant County and the U.S. Department of Housing and Urban Development (HUD) to continue supporting homeless assistance projects administered by nonprofit agencies in Tarrant County in the amount of $2,166,864.00

BACKGROUND

On March 19, 2024, the Commissioners Court, through Court Order #142818, approved the submission of the Fiscal Year 2024 Continuum of Care grant applications for the continuation and possible expansion of the Community Development permanent supportive housing and rapid rehousing programs.

In Fall 2024, Tarrant County, through the Community Development Department, in conjunction with the City of Fort Worth, City of Arlington, and Partnership Home, applied for funding to support homeless assistance projects. The application was made in response to the U.S. Department of HUD's CoC Homeless Assistance Programs 2-year NOFO and request for proposals.

On April 2, 2025 and April 15, 2025, the Commissioners Court, through Court Order #144934 and #145048, approved FY 2024 Continuum of Care (CoC) Grant Agreements to support the 3CP (Grant #TX0093L6T012417) and TBLA 114 (Grant #TX0113L6T012417) homeless assistance programs in the total amount of $2,138,384.00.

On March 31, 2026, HUD issued the Grant Award Letter for Tarrant County for the FY 2025 TBLA 114 (Grant #TX0113L6T012518) and 3CP (Grant #TX0093L6T012518) CoC Grants through a non-competitive process as required by Congress via the Consolidated Appropriations Act, 2026.

With approval of these two (2) Grant Agreements, Tarrant County will receive $2,166,864.00 in CoC grant funding from HUD. These funds will be awarded to local non-profit agencies, through subrecipient agreements, to support a total of two (2) homeless assistance projects. Annually, these projects assist with rent and supportive services for approximately 400 Tarrant County residents overcoming homelessness. The performance period for each grant is one (1) year from renewal.

The District Attorney’s Office has reviewed the Grant Agreements as to form.

The subrecipient agreements will be presented to the Commissioners Court for approval at a later date, as will the additional Grant Agreements for the remaining nine (9) FY 2025 CoC Grant Renewals as they are released by HUD.

FISCAL IMPACT

Costs of administering each grant are paid with grant funds though each individual grant. Funded agencies must fulfill any match requirements.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

FY25 3CP Grant Agreement Combined.pdf
FY25 TBLA 114 Grant Agreement Combined.pdf

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
FEDERAL AWARD AGREEMENT

A. General Federal Award Information

1. Recipient name (must match Unique Entity Identifier name) and address: Tarrant County 2501 Parkview Drive, Suite 420 Fort Worth, Texas 76102	12. Assistance listing number and title: 14.267, Continuum of Care (CoC) Program
2. Recipient's Unique Entity Identifier: DBH1UNN8U5J3	13. Amount of federal funds obligated by this action: See Addendum 2
3. Tax identification number: 75-6001170	14. Total amount of federal funds obligated: See Addendum 2
4. Federal Award Identification Number (FAIN): See Addendum 2	15. Total approved cost sharing (if applicable): See Addendum 2
5. Instrument type: Grant [X] Cooperative agreement [ ] Loan Guarantee [ ]	16. Total federal award amount, including approved cost sharing: See Addendum 2
6. Period of performance start and end date: See Addendum 2	17. Budget approved by HUD:
7. Budget period start and end date: See Addendum 2	18. Fiscal year: 2025
8. Initial Agreement [X] Amendment [ ] # [ ]	19. Statutory authority: 42 U.S.C. § 11301 et seq.
9. Indirect cost rate (per § 200.414): Recipients must complete Addendum 3: Indirect Cost Rate Schedule	20. Applicable appropriations act(s): Public Law 119-4; Public Law 119-75
10. Is this award for research and development (per 2 C.F.R. § 200.1)? Yes [ ] No [X]	21. Notice/notice of funding opportunity this award is made under (if applicable): N/A
11. Awarding official name and contact information:	22. Program regulations (if applicable): 24 C.F.R. Part 578

23. Federal award description:
The Continuum of Care (CoC) program is designed to promote communitywide commitment to the goal of ending homelessness by providing funding for efforts by nonprofit providers, Tribes and Tribally Designated Housing Entities, and State and local governments and promoting access to and effect utilization of mainstream programs by homeless individuals and families.

- Addendum 1. Policy Requirements
- Addendum 2. Program-Specific Requirements
- Addendum 3. Indirect Cost Rate Schedule

Authority and Agreement. This agreement between the U.S. Department of Housing and Urban Development (HUD) and the Recipient is made pursuant to the statutory authority above (box 19) and is subject to the applicable appropriations act(s) (box 20). This agreement incorporates by reference the Continuum of Care program statute 42 U.S.C. 11301 et seq., the program regulations at 24 C.F.R. § 578 (as now in effect and as may be amended from time to time), the relevant funding notice (box 21), the Recipient's application submission on the basis of which these Grant Funds were approved by HUD including the certifications, assurances, technical submission documents, and any information or documentation required to meet any grant award condition (collectively, the "Application"), any attached Specific Terms and Conditions, and the attached addenda (box 23).

B. Terms and Conditions

1. *General terms and requirements.* The Recipient must comply with all applicable federal laws, regulations, and requirements, unless otherwise provided through HUD's formal waiver authorities. This agreement, including any attachments and addenda, may only be amended in writing executed by parties to this agreement and any addenda.

2. *Administrative requirements.* The Recipient must comply with the following requirement(s) if checked below:

   ☐ The administrative requirements in the HUD General Administrative, National, and Departmental Policy Requirements and Terms for HUD's Financial Assistance Programs 2025, as indicated in the relevant NOFO, apply to this agreement

   ☒ The Recipient shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Unique Entity Identifier (UEI); the System for Award Management (SAM.gov.); the Federal Funding Accountability and Transparency Act as provided in 2 C.F.R. part 25, Universal Identifier and General Contractor Registration; and 2 C.F.R. part 170, Reporting Subaward and Executive Compensation Information.

3. *Applicability of 2 C.F.R. part 200.*

   ☒ The Recipient must comply with the applicable requirements at 2 C.F.R. part 200, as may be amended from time to time. This includes 2 CFR 200.332(b)(2), which requires all agreements or contracts made with subrecipients to contain the same terms and conditions as those in this agreement. Any conflicting terms and conditions must be approved by HUD. If any previous or future amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.

   ☐ The Recipient must comply with the applicable requirements at 2 C.F.R. part 200. This includes 2 CFR 200.332(b)(2), which requires all agreements or contracts made with subrecipients to contain the same terms and conditions as those in this agreement. Any conflicting terms and conditions must be approved by HUD. If any previous amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.

4. *Future budget periods.* If the period of performance spans multiple budget periods, subsequent budget periods are subject to the availability of funds, program authority, satisfactory performance, and compliance with the terms and conditions of the Federal award.

5. *Indirect Cost Rate.* If the Recipient intends to use a negotiated or de minimis rate for indirect costs, the Recipient must submit an Indirect Cost Rate form to HUD, with this agreement using "Addendum #3 "Indirect Cost Rate Schedule". The submitted form/addendum will be incorporated into and made part of this agreement, provided that the rate information is consistent with the applicable requirements under 2 C.F.R. § 200.414. If there is any change in the Recipient's indirect cost rate, it must immediately notify HUD and execute an amendment to this agreement to reflect the change if necessary.

6. *Recipient integrity and performance matters.* If the Federal share of this award is more than $500,000 over the period of performance (box 6), the terms and conditions in 2 C.F.R. part 200 Appendix XII apply to this agreement.

7. *Recordkeeping and Access to Records.* The Recipient hereby agrees to maintain complete and accurate books of account for this award and award activities in such a manner as to permit the Recipient to prepare statements and reports in compliance with applicable HUD requirements and OMB requirements in 2 CFR part 200 for recordkeeping and reporting, which may be amended from time to time.

   HUD, Inspectors General, the Comptroller General of the United States, or any of their authorized presentatives shall have the right of access to any records of the Recipient or Subrecipient pertinent to the Federal Award,

including those relevant to the administration, receipt, and use of this award and award activities, in order to perform audits, execute site visits, or for any other official use. Such records include those that identify the source and application of funds, including relevant subrecipient data, in such a manner as to allow HUD to determine that all funds are and have been expended in accordance with program requirements and in a manner consistent with applicable law. The right of access includes timely and reasonable access to the Recipient's or Subrecipient's personnel for the purpose of interview and discussion related to such documents or the Federal award in general. In lieu of or in addition to an on-site inspection, Recipient also agrees to furnish HUD such financial and project reports, records, statements, subrecipient data, and documents in such form, and accompanied by such reporting data as required by HUD where doing so is not impracticable.

Further, the Recipient hereby acknowledges that HUD is in the process of implementing new grants management and reporting tools for all records pertinent to the Federal award. Recipient agrees to report on grant performance and financial activities (including vendor and cash disbursement supporting details for the Recipient and its subrecipients) using these new tools when they are released and to satisfy occasional requests for records pertinent to the federal award as described above. HUD will work with the Recipient to support the Recipient's transition to the new reporting tools. HUD reserves the right to exercise all of its available rights and remedies for any noncompliance with these grants management and financial reporting requirements, to include, without limitation, requiring additional or more detailed reports, suspension of disbursements, and all other legally available remedies, to the furthest extent permitted by law.

8. *Noncompliance.* If the Recipient fails to comply with the provisions of this agreement, HUD may take one or more of the actions provided in program statutes, regulations or 2 C.F.R. § 200.339, as applicable. Nothing in this agreement shall limit any remedies otherwise available to HUD in the case of noncompliance by the Recipient. No delay or omissions by HUD in exercising any right or remedy available to it under this agreement shall impair any such right or remedy or constitute a waiver of or acquiescence in any Recipient noncompliance

9. *Termination provisions.* Unless superseded by program statutes, regulations or NOFOs, the termination provisions in 2 C.F.R. § 200.340 apply.

10. *Build America, Buy America.* The Recipient must comply with the requirements of the Build America, Buy America (BABA) Act, 41 U.S.C. § 8301 note, and all applicable rules and notices, as may be amended, if applicable. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 Fed. Reg. 17001), BABA requirements apply to any infrastructure projects HUD has obligated funds for after the effective dates, unless excepted by a waiver.

11. *Waste, Fraud, Abuse, and Whistleblower Protections.* Any person who becomes aware of the existence or apparent existence of fraud, waste, or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD's Office of Inspector General (OIG). Allegations of fraud, waste, and abuse related to HUD programs can be reported to the HUD OIG hotline via phone at 1-800-347-3735 or online hotline form. The Recipient must comply with 41 U.S.C. § 4712, which includes informing employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, recipient, and subrecipient-as well as a personal services contractor-who make a protected disclosure about a Federal award or contract cannot be discharged, demoted, or otherwise discriminated against if they reasonably believe the information they disclose is evidence of (1) gross mismanagement of a Federal contract or award; (2) waste of Federal funds; (3) abuse of authority relating to a Federal contract or award; (4) substantial and specific danger to public health and safety; or (5) violations of law, rule, or regulation related to a Federal contract or award.

12. *Third-Party Claims.* Nothing in this agreement shall be construed as creating or justifying any claim against the federal government or the Recipient by any third party.

13. *Rule of Construction and No Construction Against Drafter*. Notwithstanding anything contained in this agreement, the terms and conditions hereof are to be construed to have full and expansive effect in both interpretation and application, and the parties agree that the principle of interpretation that holds that ambiguities in terms or conditions are construed against the drafter shall not apply in interpreting this agreement.

14. *Severability*. If any part or provision of this agreement is enjoined or held to be void or unenforceable in any jurisdiction, it shall be ineffective as to such jurisdiction and only to the extent of such prohibition or enjoinment and shall not invalidate or affect the legality or enforceability of the remaining provisions and applications of this agreement. In the event the enjoinment of such provisions is stayed, dissolved or reversed, the full terms of this agreement, including such provisions, will automatically become effective. This clause is self-executing and will become effective, binding, and enforceable automatically upon execution of this agreement.

C. Federal Award Performance Goals

The Recipient must meet any applicable performance goals, indicators, targets, and baseline data as required by applicable program requirements.

D. Specific Terms and Conditions

Not applicable ☒ Attached ☐

For the U.S. Department of HUD (name and title of authorized official)	Signature	Date/ Federal Award Date
For the Recipient (name and title of authorized official) Tim O'Hare, County Judge	Signature	Date

ADDENDUM 1. POLICY REQUIREMENTS

If applicable:

1. The Recipient shall not use grant funds to promote “gender ideology,” as defined in Executive Order (E.O.) 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government;

2. The Recipient agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government’s payment decisions for purposes of section 3729(b)(4) of title 31, United States Code;

3. The Recipient certifies that it does not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964;

4. The Recipient shall not use any grant funds to fund or promote elective abortions, as required by E.O. 14182, Enforcing the Hyde Amendment; and that,

5. Notwithstanding anything in the NOFO or Application, this Grant shall not be governed by Executive Orders revoked by E.O. 14154, including E.O. 14008, or NOFO requirements implementing Executive Orders that have been revoked.

6. The Recipient must administer its grant in accordance with all applicable immigration restrictions and requirements, including the eligibility and verification requirements that apply under title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended (8 U.S.C. 1601-1646) (PRWORA) and any applicable requirements that HUD, the Attorney General, or the U.S. Citizenship and Immigration Services may establish from time to time to comply with PRWORA, Executive Order 14218 , or other Executive Orders or immigration laws.

7. No state or unit of general local government that receives funding under this grant may use that funding in a manner that by design or effect facilitates the subsidization or promotion of illegal immigration or shields illegal aliens from deportation, including by maintaining policies or practices that materially impede enforcement of federal immigration statutes and regulations.

8. The Recipient must use SAVE, or an equivalent verification system approved by the Federal government, to prevent any Federal public benefit from being provided to an ineligible alien who entered the United States illegally or is otherwise unlawfully present in the United States.

9. Faith-based organizations may be subrecipients for funds on the same basis as any other organization. Recipients may not, in the selection of subrecipients, discriminate against an organization based on the organization’s religious character, affiliation, or exercise.

10. The Recipient and any Project Sponsors will not use this award to fund, promote, encourage or facilitate the use of illicit drugs.

11. The Recipient and any Project Sponsors will not use this award to fund any activity, service provider, or organization that operates illegal drug injection sites or “safe consumption sites” in violation of 21 U.S.C. § 856.

ADDENDUM 2. PROGRAM-SPECIFIC REQUIREMENTS
Assistance Listing 14.264, Continuum of Care (CoC) Program

The total amount of federal funds obligated by this grant agreement are allocated between the project(s) listed below (each identified by a separate grant number) and, within those projects, between budget line items, as shown below. The Grant Funds an individual project will receive are as shown in the Application on the final HUD-approved Summary Budget for the project. Recipient shall use the Grant Funds provided for the projects listed below, during the budget period(s) period stated below.

Grant No. (FAIN)	Grant Term	Performance Period	Budget Period
TX0093L6T012518	12 months	4/1/2026 - 3/31/2027	4/1/2026 - 3/31/2027
Amount of federal funds obligated by this grant agreement:			$487,857
Total amount of federal funds obligated:			$487,857
allocated between budget line items as follows:			
a. Continuum of Care Planning Activities			$0
b. Acquisition			$0
c. Rehabilitation			$0
d. New construction			$0
e. Leasing			$0
f. Rental assistance			$372,672
g. Supportive services			$76,803
h. Operating costs			$0
i. Homeless Management Information System			$0
j. Administrative costs			$38,382
k. Relocation costs			$0
l. VAWA Costs			$0
m. Rural Costs			$0
n. HPC homelessness prevention activities: Housing relocation and stabilization services			$0
Short-term and medium-term rental assistance			
Rural Set Aside Activities			
a. Rent or utility assistance after 2 months of nonpayment of rent or utilities			$0
b. Short-term emergency lodging in motels or shelters costs			$0
c. Repairs necessary to make housing habitable to be used for transitional or permanent housing			$0
d. Capacity building activities			$0

e. Emergency food and clothing assistance	$0
f. Costs associated with making use of Federal Inventory property programs to house homeless individuals and families	$0

The provisions apply to all Recipients:

1. *Pre-Award Costs.* The Recipient may, at its own risk, incur pre-award costs for continuum of care planning awards, after the date of the HUD selection notice and prior to the effective date of this Agreement, if such costs: a) are consistent with 2 CFR 200.458; and b) would be allowable as a post-award cost; and c) do not exceed 10 percent of the total funds obligated to this award. The incurrence of pre-award costs in anticipation o an award imposes no obligation on HUD either to make the award, or to increase the amount of the approved budget, if the award is made for less than the amount anticipated and is inadequate to cover the pre-award costs incurred.

2. *Housing First*. HUD will not enforce provisions of the Grant Agreement to the extent that they require the project to use a housing first program model

3. *Project-based Rental Assistance.* If any new projects funded under this Agreement are for project-based rental assistance for a term of fifteen (15) years, the funding provided under this Agreement is for the performance period stated herein only. Additional funding is subject to the availability of annual appropriations.

4. *Renewal Projects.* The budget period and performance period of renewal projects funded by this Agreement will begin immediately at the end of the budget period and performance period of the grant being renewed. Eligible costs incurred between the end of Recipient's budget period and performance period under the grant being renewed and the date this Agreement is executed by both parties may be reimbursed with Grants Funds from this Agreement. No Grant Funds for renewal projects may be drawn down by Recipient before the end date of the project's budget period and performance period under the grant that has been renewed.

5. *High-performing Communities.* HUD designations of Continuums of Care as High-performing Communities (HPCS) are published on HUD.gov in the appropriate Fiscal Years' CoC Program Competition Funding Availability page. Notwithstanding anything to the contrary in the Application or this Agreement, Recipient may only use grant funds for HPC Homelessness Prevention Activities if the Continuum that designated the Recipient to apply for the grant was designated an HPC for the applicable fiscal year.

6. *Communications.* HUD notifications to the Recipient shall be to the address of the Recipient as stated in the Recipient's applicant profile in e-snaps. Recipient notifications to HUD shall be to the HUD Field Office executing the Agreement. No right, benefit, or advantage of the Recipient hereunder may be assigned without prior written approval of HUD.

7. *Cost Sharing*. This award is subject to match provisions in 24 CFR 578.73 which requires that CoC Recipients must match all grant funds, except for leasing funds, with no less than 25 percent of funds or in-kind contributions from other sources. Since these factors are fact-sensitive, the amount of match is not included in either Box 15 or Box 16 of this Agreement.

ADDENDUM 3. INDIRECT COST RATE SCHEDULE

OMB Number. 2501-0044
Expiration Date: 2/28/2027

Indirect Cost Information for Award Applicant/Recipient

1. Federal Program/Assistance Listing Program Title:
CONTINUUM OF CARE PROGRAM/Assistance Listing# 14.267

2. Legal Name of Applicant/Recipient:

Tarrant County

3. Indirect Cost Rate Information for the Applicant/Recipient:

Please check the box that applies to the Applicant/Recipient and complete the table only as provided by the instructions accompanying this form.

☒ The Applicant/Recipient will not charge indirect costs using an indirect cost rate.

☐ The Applicant/Recipient will calculate and charge indirect costs under the award by applying a *de minimis* rate as provided by 2 CFR 200.414(f), as may be amended from time to time.

☐ The Applicant/Recipient will calculate and charge indirect costs under the award using the indirect cost rate(s) in the table below, and each rate in this table is included in an indirect cost rate proposal developed in accordance with the applicable appendix to 2 CFR part 200 and, *if required*, has been approved by the cognizant agency for indirect costs.

Agency/department/major function	Indirect Cost Rate	Type of Direct Cost Base	Type of Rate
	%		
	%		
	%		

4. Submission Type (check only one):
☒ Initial Submission ☐ Update

5. Effective date(s):

6. Certification of Authorized Representative for the Applicant/Recipient:

**Under penalty of perjury, I certify on behalf of the Applicant/Recipient that
(1) all information provided on this form is true, complete, and accurate, and
(2) the Applicant/Recipient will provide HUD with an update to this form immediately upon learning of any change in the information provided on this form, and
(3) I am authorized to speak for the Applicant/Recipient regarding all information provided on this form.

Signature: _____

Date: _____

Name: Tim O'Hare

Title: County Judge

****Warning:** Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. § 3729, 3802; 24 CFR § 28.10(b)(iii)).

Public Reporting Burden Statement: This collection of information is estimated to average 0.25 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of the requested information. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to: U.S. Department of Housing and Urban Development, Office of the Chief Data Officer, R, 451 7th St SW, Room 8210, Washington, DC 20410-5000. Do not send completed forms to this address. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid OMB control number. This agency is authorized to collect this information under Section 102 of the Department of Housing and Urban Development Reform Act of 1989. The information you provide will enable HUD to carry out its responsibilities under this Act and ensure greater accountability and integrity in the provision of certain types of assistance administered by HUD. This information is required to obtain the benefit sought in the grant program. Failure to provide any required information may delay the processing of your application and may result in sanctions and penalties including of the administrative and civil money penalties specified under 24 CFR §4.38. This information will not be held confidential and may be made available to the public in accordance with the Freedom of Information Act (5 U.S.C. §552). The information contained on the form is not retrieved by a personal identifier, therefore it does not meet the threshold for a Privacy Act Statement.

OMB Number. 2501-0044
Expiration Date: 2/28/2027

Instructions for Completing the Indirect Cost Information for the Award Applicant/Recipient

Number	Item	Instructions
1	Federal Program/ Assistance Listing Program Title	Enter the title of the program as listed in the applicable funding announcement or notice of funding availability.
2	Legal Name of Applicant/ Recipient	Enter the legal name of the entity that will serve as the recipient of the award from HUD.
3	Indirect Cost Rate Information for the Applicant/ Recipient	Mark the one (and only one) checkbox that best reflects how the indirect costs of the Applicant/Recipient will be calculated and charged under the award. Do not include indirect cost rate information for subrecipients. The table following the third checkbox must be completed only if that checkbox is checked. When listing a rate in the table, enter the percentage amount (for example, "15%"), the type of direct cost base to be used (for example, "MTDC"), and the type of rate ("predetermined," "final," "fixed," or "provisional"). If using the Simplified Allocation Method for indirect costs, enter the applicable indirect cost rate and type of direct cost base in the first row of the table. If using the Multiple Allocation Base Method, enter each major function of the organization for which a rate was developed and will be used under the award, the indirect cost rate applicable to that major function, and the type of direct cost base to which the rate will be applied. If the Applicant/Recipient is a government and more than one agency or department will carry out activities under the award, enter each agency or department that will carry out activities under the award, the indirect cost rate(s) for that agency or department, and the type of direct cost base to which each rate will be applied. To learn more about the indirect cost requirements, see 2 CFR part 200, subpart E, and the applicable appendix that is listed under 2 CFR 200.414(e).
4	Submission Type	Check the appropriate box to identify whether this is the first submission of this form for the award or an update to a previous submission of this form for the award.
5	Effective date(s)	Enter the date(s) for which the information on this form applies.
6	Certification of Authorized Representative for the Applicant/ Recipient	An employee or officer of the Applicant/Recipient with the capacity and authority to make this certification for the Applicant/Recipient must make the certification by signing as provided. They must also provide the date of their signature, full name, and position title.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

Dear Award Recipient:

By and through this letter, HUD rescinds in its entirety Addendum 1 to the Grant Agreement for your Fiscal Year 2025 Continuum of Care project, Youth Homelessness Demonstration Program renewal, or Special NOFO project. For purposes of administering your grant, Addendum 1 will have no force or effect. The remainder of the Grant Agreement remains unchanged.

Sincerely,

Office of Community Planning and Development

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
FEDERAL AWARD AGREEMENT

A. General Federal Award Information

1. Recipient name (must match Unique Entity Identifier name) and address: Tarrant County 2501 Parkview Drive, Suite 420 Fort Worth, Texas 76102	12. Assistance listing number and title: 14.267, Continuum of Care (CoC) Program
2. Recipient's Unique Entity Identifier: DBH1UNN8U5J3	13. Amount of federal funds obligated by this action: See Addendum 2
3. Tax identification number: 75-6001170	14. Total amount of federal funds obligated: See Addendum 2
4. Federal Award Identification Number (FAIN): See Addendum 2	15. Total approved cost sharing (if applicable): See Addendum 2
5. Instrument type: Grant [X] Cooperative agreement [ ] Loan Guarantee [ ]	16. Total federal award amount, including approved cost sharing: See Addendum 2
6. Period of performance start and end date: See Addendum 2	17. Budget approved by HUD:
7. Budget period start and end date: See Addendum 2	18. Fiscal year: 2025
8. Initial Agreement [X] Amendment [ ] # [ ]	19. Statutory authority: 42 U.S.C. § 11301 et seq.
9. Indirect cost rate (per § 200.414): Recipients must complete Addendum 3: Indirect Cost Rate Schedule	20. Applicable appropriations act(s): Public Law 119-4; Public Law 119-75
10. Is this award for research and development (per 2 C.F.R. § 200.1)? Yes [ ] No [X]	21. Notice/notice of funding opportunity this award is made under (if applicable): N/A
11. Awarding official name and contact information:	22. Program regulations (if applicable): 24 C.F.R. Part 578

23. Federal award description:
The Continuum of Care (CoC) program is designed to promote communitywide commitment to the goal of ending homelessness by providing funding for efforts by nonprofit providers, Tribes and Tribally Designated Housing Entities, and State and local governments and promoting access to and effect utilization of mainstream programs by homeless individuals and families.

- Addendum 1. Policy Requirements
- Addendum 2. Program-Specific Requirements
- Addendum 3. Indirect Cost Rate Schedule

Authority and Agreement. This agreement between the U.S. Department of Housing and Urban Development (HUD) and the Recipient is made pursuant to the statutory authority above (box 19) and is subject to the applicable appropriations act(s) (box 20). This agreement incorporates by reference the Continuum of Care program statute 42 U.S.C. 11301 et seq., the program regulations at 24 C.F.R. § 578 (as now in effect and as may be amended from time to time), the relevant funding notice (box 21), the Recipient's application submission on the basis of which these Grant Funds were approved by HUD including the certifications, assurances, technical submission documents, and any information or documentation required to meet any grant award condition (collectively, the "Application"), any attached Specific Terms and Conditions, and the attached addenda (box 23).

B. Terms and Conditions

1. *General terms and requirements.* The Recipient must comply with all applicable federal laws, regulations, and requirements, unless otherwise provided through HUD's formal waiver authorities. This agreement, including any attachments and addenda, may only be amended in writing executed by parties to this agreement and any addenda.

2. *Administrative requirements.* The Recipient must comply with the following requirement(s) if checked below:

   ☐ The administrative requirements in the HUD General Administrative, National, and Departmental Policy Requirements and Terms for HUD's Financial Assistance Programs 2025, as indicated in the relevant NOFO, apply to this agreement

   ☒ The Recipient shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Unique Entity Identifier (UEI); the System for Award Management (SAM.gov.); the Federal Funding Accountability and Transparency Act as provided in 2 C.F.R. part 25, Universal Identifier and General Contractor Registration; and 2 C.F.R. part 170, Reporting Subaward and Executive Compensation Information.

3. *Applicability of 2 C.F.R. part 200.*

   ☒ The Recipient must comply with the applicable requirements at 2 C.F.R. part 200, as may be amended from time to time. This includes 2 CFR 200.332(b)(2), which requires all agreements or contracts made with subrecipients to contain the same terms and conditions as those in this agreement. Any conflicting terms and conditions must be approved by HUD. If any previous or future amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.

   ☐ The Recipient must comply with the applicable requirements at 2 C.F.R. part 200. This includes 2 CFR 200.332(b)(2), which requires all agreements or contracts made with subrecipients to contain the same terms and conditions as those in this agreement. Any conflicting terms and conditions must be approved by HUD. If any previous amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.

4. *Future budget periods.* If the period of performance spans multiple budget periods, subsequent budget periods are subject to the availability of funds, program authority, satisfactory performance, and compliance with the terms and conditions of the Federal award.

5. *Indirect Cost Rate.* If the Recipient intends to use a negotiated or de minimis rate for indirect costs, the Recipient must submit an Indirect Cost Rate form to HUD, with this agreement using "Addendum #3 "Indirect Cost Rate Schedule". The submitted form/addendum will be incorporated into and made part of this agreement, provided that the rate information is consistent with the applicable requirements under 2 C.F.R. § 200.414. If there is any change in the Recipient's indirect cost rate, it must immediately notify HUD and execute an amendment to this agreement to reflect the change if necessary.

6. *Recipient integrity and performance matters.* If the Federal share of this award is more than $500,000 over the period of performance (box 6), the terms and conditions in 2 C.F.R. part 200 Appendix XII apply to this agreement.

7. *Recordkeeping and Access to Records.* The Recipient hereby agrees to maintain complete and accurate books of account for this award and award activities in such a manner as to permit the Recipient to prepare statements and reports in compliance with applicable HUD requirements and OMB requirements in 2 CFR part 200 for recordkeeping and reporting, which may be amended from time to time.

   HUD, Inspectors General, the Comptroller General of the United States, or any of their authorized presentatives shall have the right of access to any records of the Recipient or Subrecipient pertinent to the Federal Award,

including those relevant to the administration, receipt, and use of this award and award activities, in order to perform audits, execute site visits, or for any other official use. Such records include those that identify the source and application of funds, including relevant subrecipient data, in such a manner as to allow HUD to determine that all funds are and have been expended in accordance with program requirements and in a manner consistent with applicable law. The right of access includes timely and reasonable access to the Recipient's or Subrecipient's personnel for the purpose of interview and discussion related to such documents or the Federal award in general. In lieu of or in addition to an on-site inspection, Recipient also agrees to furnish HUD such financial and project reports, records, statements, subrecipient data, and documents in such form, and accompanied by such reporting data as required by HUD where doing so is not impracticable.

Further, the Recipient hereby acknowledges that HUD is in the process of implementing new grants management and reporting tools for all records pertinent to the Federal award. Recipient agrees to report on grant performance and financial activities (including vendor and cash disbursement supporting details for the Recipient and its subrecipients) using these new tools when they are released and to satisfy occasional requests for records pertinent to the federal award as described above. HUD will work with the Recipient to support the Recipient's transition to the new reporting tools. HUD reserves the right to exercise all of its available rights and remedies for any noncompliance with these grants management and financial reporting requirements, to include, without limitation, requiring additional or more detailed reports, suspension of disbursements, and all other legally available remedies, to the furthest extent permitted by law.

8. *Noncompliance.* If the Recipient fails to comply with the provisions of this agreement, HUD may take one or more of the actions provided in program statutes, regulations or 2 C.F.R. § 200.339, as applicable. Nothing in this agreement shall limit any remedies otherwise available to HUD in the case of noncompliance by the Recipient. No delay or omissions by HUD in exercising any right or remedy available to it under this agreement shall impair any such right or remedy or constitute a waiver of or acquiescence in any Recipient noncompliance

9. *Termination provisions.* Unless superseded by program statutes, regulations or NOFOs, the termination provisions in 2 C.F.R. § 200.340 apply.

10. *Build America, Buy America.* The Recipient must comply with the requirements of the Build America, Buy America (BABA) Act, 41 U.S.C. § 8301 note, and all applicable rules and notices, as may be amended, if applicable. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 Fed. Reg. 17001), BABA requirements apply to any infrastructure projects HUD has obligated funds for after the effective dates, unless excepted by a waiver.

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12. *Third-Party Claims.* Nothing in this agreement shall be construed as creating or justifying any claim against the federal government or the Recipient by any third party.

13. *Rule of Construction and No Construction Against Drafter*. Notwithstanding anything contained in this agreement, the terms and conditions hereof are to be construed to have full and expansive effect in both interpretation and application, and the parties agree that the principle of interpretation that holds that ambiguities in terms or conditions are construed against the drafter shall not apply in interpreting this agreement.

14. *Severability*. If any part or provision of this agreement is enjoined or held to be void or unenforceable in any jurisdiction, it shall be ineffective as to such jurisdiction and only to the extent of such prohibition or enjoinment and shall not invalidate or affect the legality or enforceability of the remaining provisions and applications of this agreement. In the event the enjoinment of such provisions is stayed, dissolved or reversed, the full terms of this agreement, including such provisions, will automatically become effective. This clause is self-executing and will become effective, binding, and enforceable automatically upon execution of this agreement.

C. Federal Award Performance Goals

The Recipient must meet any applicable performance goals, indicators, targets, and baseline data as required by applicable program requirements.

D. Specific Terms and Conditions

Not applicable ☒ Attached ☐

For the U.S. Department of HUD (name and title of authorized official)	Signature	Date/ Federal Award Date
For the Recipient (name and title of authorized official) Tim O'Hare, County Judge	Signature	Date

ADDENDUM 1. POLICY REQUIREMENTS

If applicable:

1. The Recipient shall not use grant funds to promote “gender ideology,” as defined in Executive Order (E.O.) 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government;

2. The Recipient agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government’s payment decisions for purposes of section 3729(b)(4) of title 31, United States Code;

3. The Recipient certifies that it does not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964;

4. The Recipient shall not use any grant funds to fund or promote elective abortions, as required by E.O. 14182, Enforcing the Hyde Amendment; and that,

5. Notwithstanding anything in the NOFO or Application, this Grant shall not be governed by Executive Orders revoked by E.O. 14154, including E.O. 14008, or NOFO requirements implementing Executive Orders that have been revoked.

6. The Recipient must administer its grant in accordance with all applicable immigration restrictions and requirements, including the eligibility and verification requirements that apply under title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended (8 U.S.C. 1601-1646) (PRWORA) and any applicable requirements that HUD, the Attorney General, or the U.S. Citizenship and Immigration Services may establish from time to time to comply with PRWORA, Executive Order 14218 , or other Executive Orders or immigration laws.

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8. The Recipient must use SAVE, or an equivalent verification system approved by the Federal government, to prevent any Federal public benefit from being provided to an ineligible alien who entered the United States illegally or is otherwise unlawfully present in the United States.

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10. The Recipient and any Project Sponsors will not use this award to fund, promote, encourage or facilitate the use of illicit drugs.

11. The Recipient and any Project Sponsors will not use this award to fund any activity, service provider, or organization that operates illegal drug injection sites or “safe consumption sites” in violation of 21 U.S.C. § 856.

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Assistance Listing 14.264, Continuum of Care (CoC) Program

The total amount of federal funds obligated by this grant agreement are allocated between the project(s) listed below (each identified by a separate grant number) and, within those projects, between budget line items, as shown below. The Grant Funds an individual project will receive are as shown in the Application on the final HUD-approved Summary Budget for the project. Recipient shall use the Grant Funds provided for the projects listed below, during the budget period(s) period stated below.

Grant No. (FAIN)	Grant Term	Performance Period	Budget Period
TX0113L6T012518	12 months	5/1/2026 - 4/30/2027	5/1/2026 - 4/30/2027
Amount of federal funds obligated by this grant agreement:			$1,679,007
Total amount of federal funds obligated:			$1,679,007
allocated between budget line items as follows:			
a. Continuum of Care Planning Activities			$0
b. Acquisition			$0
c. Rehabilitation			$0
d. New construction			$0
e. Leasing			$0
f. Rental assistance			$1,421,688
g. Supportive services			$116,624
h. Operating costs			$0
i. Homeless Management Information System			$0
j. Administrative costs			$130,695
k. Relocation costs			$0
l. VAWA Costs			$10,000
m. Rural Costs			$0
n. HPC homelessness prevention activities: Housing relocation and stabilization services			$0
Short-term and medium-term rental assistance			
Rural Set Aside Activities			
a. Rent or utility assistance after 2 months of nonpayment of rent or utilities			$0
b. Short-term emergency lodging in motels or shelters costs			$0
c. Repairs necessary to make housing habitable to be used for transitional or permanent housing			$0
d. Capacity building activities			$0

e. Emergency food and clothing assistance	$0
f. Costs associated with making use of Federal Inventory property programs to house homeless individuals and families	$0

The provisions apply to all Recipients:

1. *Pre-Award Costs.* The Recipient may, at its own risk, incur pre-award costs for continuum of care planning awards, after the date of the HUD selection notice and prior to the effective date of this Agreement, if such costs: a) are consistent with 2 CFR 200.458; and b) would be allowable as a post-award cost; and c) do not exceed 10 percent of the total funds obligated to this award. The incurrence of pre-award costs in anticipation o an award imposes no obligation on HUD either to make the award, or to increase the amount of the approved budget, if the award is made for less than the amount anticipated and is inadequate to cover the pre-award costs incurred.

2. *Housing First*. HUD will not enforce provisions of the Grant Agreement to the extent that they require the project to use a housing first program model

3. *Project-based Rental Assistance.* If any new projects funded under this Agreement are for project-based rental assistance for a term of fifteen (15) years, the funding provided under this Agreement is for the performance period stated herein only. Additional funding is subject to the availability of annual appropriations.

4. *Renewal Projects.* The budget period and performance period of renewal projects funded by this Agreement will begin immediately at the end of the budget period and performance period of the grant being renewed. Eligible costs incurred between the end of Recipient's budget period and performance period under the grant being renewed and the date this Agreement is executed by both parties may be reimbursed with Grants Funds from this Agreement. No Grant Funds for renewal projects may be drawn down by Recipient before the end date of the project's budget period and performance period under the grant that has been renewed.

5. *High-performing Communities.* HUD designations of Continuums of Care as High-performing Communities (HPCS) are published on HUD.gov in the appropriate Fiscal Years' CoC Program Competition Funding Availability page. Notwithstanding anything to the contrary in the Application or this Agreement, Recipient may only use grant funds for HPC Homelessness Prevention Activities if the Continuum that designated the Recipient to apply for the grant was designated an HPC for the applicable fiscal year.

6. *Communications.* HUD notifications to the Recipient shall be to the address of the Recipient as stated in the Recipient's applicant profile in e-snaps. Recipient notifications to HUD shall be to the HUD Field Office executing the Agreement. No right, benefit, or advantage of the Recipient hereunder may be assigned without prior written approval of HUD.

7. *Cost Sharing*. This award is subject to match provisions in 24 CFR 578.73 which requires that CoC Recipients must match all grant funds, except for leasing funds, with no less than 25 percent of funds or in-kind contributions from other sources. Since these factors are fact-sensitive, the amount of match is not included in either Box 15 or Box 16 of this Agreement.

ADDENDUM 3. INDIRECT COST RATE SCHEDULE

OMB Number. 2501-0044
Expiration Date: 2/28/2027

Indirect Cost Information for Award Applicant/Recipient

1. Federal Program/Assistance Listing Program Title:
CONTINUUM OF CARE PROGRAM/Assistance Listing# 14.267

2. Legal Name of Applicant/Recipient:

Tarrant County

3. Indirect Cost Rate Information for the Applicant/Recipient:

Please check the box that applies to the Applicant/Recipient and complete the table only as provided by the instructions accompanying this form.

☒ The Applicant/Recipient will not charge indirect costs using an indirect cost rate.

☐ The Applicant/Recipient will calculate and charge indirect costs under the award by applying a *de minimis* rate as provided by 2 CFR 200.414(f), as may be amended from time to time.

☐ The Applicant/Recipient will calculate and charge indirect costs under the award using the indirect cost rate(s) in the table below, and each rate in this table is included in an indirect cost rate proposal developed in accordance with the applicable appendix to 2 CFR part 200 and, *if required*, has been approved by the cognizant agency for indirect costs.

Agency/department/major function	Indirect Cost Rate	Type of Direct Cost Base	Type of Rate
	%		
	%		
	%		

4. Submission Type (check only one):
☒ Initial Submission ☐ Update

5. Effective date(s):

6. Certification of Authorized Representative for the Applicant/Recipient:

**Under penalty of perjury, I certify on behalf of the Applicant/Recipient that
(1) all information provided on this form is true, complete, and accurate, and
(2) the Applicant/Recipient will provide HUD with an update to this form immediately upon learning of any change in the information provided on this form, and
(3) I am authorized to speak for the Applicant/Recipient regarding all information provided on this form.

Signature: _____

Date: _____

Name: Tim O'Hare

Title: County Judge

****Warning:** Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. § 3729, 3802; 24 CFR § 28.10(b)(iii)).

Public Reporting Burden Statement: This collection of information is estimated to average 0.25 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of the requested information. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to: U.S. Department of Housing and Urban Development, Office of the Chief Data Officer, R, 451 7th St SW, Room 8210, Washington, DC 20410-5000. Do not send completed forms to this address. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid OMB control number. This agency is authorized to collect this information under Section 102 of the Department of Housing and Urban Development Reform Act of 1989. The information you provide will enable HUD to carry out its responsibilities under this Act and ensure greater accountability and integrity in the provision of certain types of assistance administered by HUD. This information is required to obtain the benefit sought in the grant program. Failure to provide any required information may delay the processing of your application and may result in sanctions and penalties including of the administrative and civil money penalties specified under 24 CFR §4.38. This information will not be held confidential and may be made available to the public in accordance with the Freedom of Information Act (5 U.S.C. §552). The information contained on the form is not retrieved by a personal identifier, therefore it does not meet the threshold for a Privacy Act Statement.

OMB Number. 2501-0044
Expiration Date: 2/28/2027

Instructions for Completing the Indirect Cost Information for the Award Applicant/Recipient

Number	Item	Instructions
1	Federal Program/ Assistance Listing Program Title	Enter the title of the program as listed in the applicable funding announcement or notice of funding availability.
2	Legal Name of Applicant/ Recipient	Enter the legal name of the entity that will serve as the recipient of the award from HUD.
3	Indirect Cost Rate Information for the Applicant/ Recipient	Mark the one (and only one) checkbox that best reflects how the indirect costs of the Applicant/Recipient will be calculated and charged under the award. Do not include indirect cost rate information for subrecipients. The table following the third checkbox must be completed only if that checkbox is checked. When listing a rate in the table, enter the percentage amount (for example, "15%"), the type of direct cost base to be used (for example, "MTDC"), and the type of rate ("predetermined," "final," "fixed," or "provisional"). If using the Simplified Allocation Method for indirect costs, enter the applicable indirect cost rate and type of direct cost base in the first row of the table. If using the Multiple Allocation Base Method, enter each major function of the organization for which a rate was developed and will be used under the award, the indirect cost rate applicable to that major function, and the type of direct cost base to which the rate will be applied. If the Applicant/Recipient is a government and more than one agency or department will carry out activities under the award, enter each agency or department that will carry out activities under the award, the indirect cost rate(s) for that agency or department, and the type of direct cost base to which each rate will be applied. To learn more about the indirect cost requirements, see 2 CFR part 200, subpart E, and the applicable appendix that is listed under 2 CFR 200.414(e).
4	Submission Type	Check the appropriate box to identify whether this is the first submission of this form for the award or an update to a previous submission of this form for the award.
5	Effective date(s)	Enter the date(s) for which the information on this form applies.
6	Certification of Authorized Representative for the Applicant/ Recipient	An employee or officer of the Applicant/Recipient with the capacity and authority to make this certification for the Applicant/Recipient must make the certification by signing as provided. They must also provide the date of their signature, full name, and position title.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

Dear Award Recipient:

By and through this letter, HUD rescinds in its entirety Addendum 1 to the Grant Agreement for your Fiscal Year 2025 Continuum of Care project, Youth Homelessness Demonstration Program renewal, or Special NOFO project. For purposes of administering your grant, Addendum 1 will have no force or effect. The remainder of the Grant Agreement remains unchanged.

Sincerely,

Office of Community Planning and Development

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 11
Department: Community Development	**Prepared By:** Wren Davis, CDBG Program Manager	**Approved By:** James A. McClinton, Director

SUBJECT:

Consideration of Construction Contract between Tarrant County and XIT Paving and Construction, Inc. for the City of North Richland Hills, Texas 51st Year Community Development Block Grant Project

*****CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider a construction contract between Tarrant County and XIT Paving and Construction, Inc., in the amount of $339,060.00, for paving improvements on David Court in North Richland Hills, Texas.

BACKGROUND

On March 11, 2026, Tarrant County Community Development opened bids for a 51st Year Community Development Block Grant (CDBG) project for paving improvements on David Court in North Richland Hills, Texas. XIT Paving and Construction, Inc., submitted the lowest responsive and responsible bid in the amount of $339,060.00.

Through this contract, XIT Paving and Construction, Inc., will complete all required work as specified in the proposal. The engineer's line-item summary is attached for reference. Tarrant County will provide $241,071.00 in CDBG funds, and the City of North Richland Hills will contribute $97,989.00.

The District Attorney's office has approved this contract as to form.

FISCAL IMPACT

Funding in the amount of $241,071.00 is available through the Community Development Block Grant (CDBG) #B-25-UC-48-0001. Upon approval of the claim for payment under this contract, funds will be drawn from the U.S. Treasury through the U.S. Department of Housing and Urban Development (HUD's) electronic transfer system to Tarrant County's bank account.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

NRH 51st Court Packet XIT Paving BU.pdf

STANDARD FORM OF AGREEMENT

STATE OF TEXAS §
§
COUNTY OF TARRANT §

This agreement is made and entered into between Tarrant County, Texas (the "Owner"), and XIT PAVING AND CONSTRUCTION, INC, hereinafter referred to as CONTRACTOR. The effective date of this Agreement is the date on which it is approved by the Tarrant County Commissioners Court.

1. In consideration of the payments and agreements mentioned below, the CONTRACTOR agrees with the OWNER to commence and complete the construction of certain improvements described as follows:

   Project number B-25-UC-48-0001-48-05, Paving Improvements for David Court in the city of North Richland Hills, 51st Year CDBG Project

2. The work herein contemplated will consist of the Contractor furnishing, as an independent contractor, the materials, supplies, machinery, equipment, tools, superintendence, labor, insurance and all other accessories and services necessary to complete the Project in accordance to the drawings and specifications prepared by SHIELD ENGINEERING GROUP (Engineer), and made a part of this Agreement the same as if written herein, plus all extra work in connection with the improvements, at the CONTRACTOR'S own expense, as noted in the terms of both the General Conditions, Supplementary General Conditions and the Special Conditions of the Agreement.

3. The CONTRACTOR agrees to commence work within ten (10) days from the date agreed to and specified in the "Notice-to-Proceed," and to substantially complete the work within seventy-five (75) calendar days after the date specified in the "Notice-to-Proceed" with construction, subject to such extensions of time as are provided in the contract conditions.

4. The Total Contract Price: The OWNER agrees to pay the CONTRACTOR the amount shown in the PROPOSAL, which forms a part of this Contract, with such payments subject to the General and Supplementary Conditions of the contract. Commissioners Court Communication, attached hereto as Exhibit B, states the funding amount available from all sources. The Owner will pay the Contractor for the performance of the work required by the Contract Documents, subject to additions and deductions mutually agreed to by Change Order, the Total Contract Price of $ 339,060.00 .

5. Based upon applications for payment submitted to Tarrant County Community Development according to the Contract Documents.

6. To the extent permitted by Texas Law, the Contractor agrees to fully indemnify, save, and hold harmless the Owner from all costs or damages arising out of any real or asserted claim or cause of action against it of whatsoever kind or character and in addition, from any and all costs or damages arising out of any wrongs, injuries, demands or suits for damages, either real or asserted, claimed against it that may be occasioned by any act, omission, neglect or misconduct of the said Contractor, its agents, servants or employees. All venue for litigation regarding this project is in the State or Federal District Courts physically located in Tarrant County, Texas.

7. The CONTRACTOR acknowledges and agrees that in accordance with Section 2252.908 (b) – (c) of the Texas Government Code, it has fully, accurately, and completely disclosed all interested parties on the Texas Ethics Commission's Form 1295 attached as "Attachment A".

8. The CONTRACTOR verifies the acceptance and acknowledgement of the anti-boycott statutes as applicable by law and required by Chapters 2271, 2252, and 2274 Texas Government Code Verification as follows:

   (a) Boycott of Israel Prohibited. In compliance with Section 2271.001 et seq. of the Texas Government Code, Contractor verifies that neither it nor any of its affiliates currently boycott Israel and neither it nor any of its affiliates will boycott Israel during the term of this Agreement. "Boycott Israel" is defined in Section 808.001(1) of the Texas Government Code.

   (b) Scrutinized Business Operations Prohibited. In compliance with Section 2252.151 et seq. of the Texas Government Code, Contractor warrants and represents that: (1) neither Contractor nor any of its affiliates engages in scrutinized business operations in Sudan; (2) neither Contractor nor any of its affiliates engages in scrutinized business operations in Iran; and (3) neither Contractor nor any of its affiliates engages in scrutinized business operations with designated foreign terrorist organizations. "Scrutinized business operations in Sudan" is defined in Section 2270.0052 of the Texas Government Code. "Scrutinized business operations in Iran" is defined in Section 2270.0102 of the Texas Government Code. "Scrutinized business operations with designated foreign terrorist organizations" is defined in Section 2270.0152 of the Texas Government Code. Contractor further represents and warrants that neither Contractor nor any of its affiliates appears on any of the Texas Comptroller's Scrutinized Companies Lists.

   (c) Boycott of Certain Energy Companies Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature, S.B. 13), Contractor verifies that neither it nor any of its affiliates currently boycott energy companies and neither it nor any of its affiliates will boycott energy companies during the term of this Agreement. "Boycott energy company" is defined in Section 809.001(1) (added by 87th Legislature, S.B. 13) and means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company: (A) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law; or (B) does business with a company described by subsection (A).

   (d) Discrimination against Firearm Entities or Firearm Trade Associations Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature, S.B. 19), Contractor verifies that neither it nor any of its affiliates have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and neither it nor any of its affiliates will discriminate during the term of the Agreement against a firearm entity or firearm trade association. "Discriminate against a firearm entity or firearm trade association" is defined in Section 2274.001(3) (added by 87th Legislature, S.B. 19) and means, with respect to the entity or association, to: (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade

association; (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; the term does not include: (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and (ii) a company's refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship: (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or (bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity's or association's status as a firearm entity or firearm trade association.

9. CONTRACTOR must comply with the requirements of the Build America, Buy America (BABA) Act, as part of the Infrastructure Investment and Jobs Act (Pub. L. No. 117-58 §§ 70901-52, Nov. 15, 2021, 41 USC § 8301 note), and all applicable rules and notices, as may be amended, if applicable to this infrastructure project. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 FR 17001), any funds obligated by HUD on or after the applicable listed effective dates, are subject to BABA requirements, unless excepted by a waiver.

10. This contract shall not be interpreted to inure to the benefit of a third party not a party to this contract. This contract may not be interpreted to waive any statutory or common law defense, immunity, including governmental immunity, or any limitation of liability, responsibility, or damage of any party to this contract, party's agent, or party's employee, otherwise provided by law.

    This contract shall be interpreted under the laws of the State of Texas. The venue for any lawsuit arising out of this Agreement will be the Fort Worth Division of the Northern District of Texas if the lawsuit arises in Federal Court or Tarrant County, Texas if the matter arises in state court.

11. Compliance with Laws. In providing the services required by this Agreement, Contractor must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. Contractor shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

12. The Contract Documents consist of the following:

    - This Agreement,
    - Request for Bid 2026CD-06 Bid Documents including Notice to Bidders, Bidder Information and Certification Form, Non-Collusion Affidavit and Proposal
    - Performance Bond, Payment Bond, Maintenance Bond, Certificate of Insurance,
    - General Conditions of Agreement, Supplementary General Conditions

- Technical Specifications, Special Specifications, Special Material and/or Equipment Specifications, Special Conditions
- Federal Labor Standards, Hud-4010, Wage Determination, Employment, Training and Contracting Opportunities for Businesses and Lower Income Persons in Connection with Assisted Projects under Hud Section 3 of The Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) And 24 CFR 75, and all applicable rules and notices, as may be amended,
- and the drawings and blueprints as prepared by the Owner's Engineer
- Any exhibits attached hereto, conditions of the contract (special, supplementary, and other conditions), all addenda issued prior to the execution of this Agreement and all modifications issued subsequent hereto.

To the extent of an ambiguity among the various documents, this signed Agreement prevails. These documents collectively form the Contract, and all are as fully a part of the Contract as if attached hereto to this Agreement or repeated herein.

CONTRACTOR acknowledges that it has fully, accurately, and completely disclosed all interested parties in the Form 1295 electronically filed with the Texas Ethics Commission as required by law, and that the attached signed copy hereto is a full and true copy of said filed form.

Both OWNER and CONTRACTOR agree to abide by all state and federal laws, statutes, and regulations applicable to the completion of the project described.

Execution of Agreement. This agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this agreement, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this agreement as to the parties and may be used in lieu of the original agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

COUNTY OF TARRANT
STATE OF TEXAS

BY: Separate Electronic Signature Page
Tim O'Hare
County Judge

XIT PAVING AND CONSTRUCTION INC
CONTRACTOR

Doug Spradley
Digitally signed by Doug Spradley
DN: C=US, E=doug@xitpaving.com, CN=Doug Spradley
Date: 2026.03.27 11:12:02-05'00'
(SIGNATURE)

Doug Spradley Vice President
NAME AND TITLE

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY
CERTIFICATION OF FILING

Certificate Number:
2026-1441339

Date Filed:
04/01/2026

Date Acknowledged:
4/1/2026

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
XIT Paving and Construction INC
Waxahachie, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
Tarrant County

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
B-25-UC-48-0001-48-05
Paving Improvements for 7600 Block of David Court

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary
McSpadden, Lawrence	Waxahachie, TX United States	X	
Spradley, Doug	Waxahachie, TX United States		X

5 Check only if there is NO Interested Party. ☐

6 UNSWORN DECLARATION

My name is Doug Spradley, and my date of birth is 12/17/1973.

My address is 3934 S Hwy 287, Waxahachie (city), TX (state), 75165 (zip code), USA (country).

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Ellis County, State of Texas, on the 1st day of April (month), 2026 (year).

Doug Spradley

Digitally signed by Doug Spradley
DN: C=US, E=doug@xitpaving.com, CN=Doug Spradley
Date: 2026.04.01 11:15:53-05'00'

Signature of authorized agent of contracting business entity
(Declarant)

RESOLUTION NO. 2026-024

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS RECOMMENDING AWARD OF A CONSTRUCTION CONTRACT BY TARRANT COUNTY TO XIT PAVING AND CONSTRUCTION, INC., FOR THE 51st ANNUAL COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM PROJECT IDENTIFIED AS DAVID COURT PAVEMENT IMPROVEMENT PROJECT WITHIN THE CITY OF NORTH RICHLAND HILLS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the David Court Street Improvement Project was bid by Tarrant County as a Community Development Block Grant (CDBG) Project on March 11, 2026; and

WHEREAS, CDBG funds available for the construction of David Court Street Improvement Project total $241,071.00; and

WHEREAS, the City of North Richland Hills has allocated an additional $97,989.00 in funds to compliment the City's CDBG funding allocation for the construction of the David Court Street Improvement Project; and

WHEREAS, Tarrant County's consultant and City staff have recommended award of the Project's bid to XIT Paving and Construction, Inc.; and

WHEREAS, Tarrant County desires a recommendation by the City Council of the City of North Richland Hills to award the contract.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS, THAT:

SECTION 1. The City of North Richland Hills hereby recommends that Tarrant County award the contract for the David Court Street Improvement Project (CDBG) to XIT Paving and Construction, Inc., in the amount of $339,060.00, which includes City funding of $97,989.00.

SECTION 2. All Resolutions of the City Council of the City in conflict herewith are hereby amended or repealed to the extent of such conflict.

SECTION 3. This Resolution shall take effect and be in full force and effect from and after the date of its adoption, and it is so resolved.

PASSED AND APPROVED this the 13th day of April, 2026.

CITY OF NORTH RICHLAND HILLS

Jack McCarty, Mayor

ATTEST:

Alicia Richardson
City Secretary/Chief Governance Office

APPROVED AS TO FORM AND LEGALITY:

Bradley A. Anderle, City Attorney

APPROVED AS TO CONTENT:

Paulette Hartman, City Manager

Line Item Summary - NRH 51st

Project Item Information			
Bidlist Item No.	Description	Unit of Measure	Bid Quantity
BASE BID			
1	Mobilization	LS	1
2	Traffic Control	LS	1
3	Erosion Control	LS	1
4	Adjust Existing Water Valve Boxes	EA	3
5	Remove Asphalt Pavement	SY	1400
6	Remove Curb and Gutter	LF	700
7	Remove Concrete Driveway	SY	140
8	Remove and Replace Exist Sign and Post	EA	1
9	Remove and Reinstall Mailboxes (Post Style) As Directed	EA	3
10	Remove and Reinstall Mailboxes (Brick or Stone Style) As Directed	EA	7
11	Unclassified Street Excavation: David Ct	CY	130
12	4" Reinforced Concrete Sidewalk (4' wide)	SY	40
13	5" Reinforced Concrete Driveway	SY	130
14	6" Reinforced Concrete Pavement with Integral 6" Curb	SY	1560
15	6" Reinforced Valley Gutter	SY	20
16	6" Lime Treatment	SY	1560
17	Hydrated Lime	TON	35
18	Asphalt Transition	SY	20
19	Pedestrian Curb Ramp	EA	2
20	Adjust Existing Sanitary Sewer Manhole to Grade	EA	1
21	Adjust Existing Water Meter and ICV Boxes to Grade	EA	6
22	Adjust/Relocate Automatic Dead End Flushing Device	EA	1
23	Remove and Relocate Exist Water Meter and Box	EA	2
24	Curb Address Painting	EA	8
25	Sod Placement	SY	290
26	Miscellaneous Project Allowance (As Directed)	LS	1
27	Miscellaneous Landscape (As Directed)	LS	1
28	Irrigation Repair Allowance (As Directed)	LS	1

TAKINGS IMPACT ASSESSMENT CHECKLIST

This form has been established to comply with the assessment requirements mandated by the Texas Private Real Property Preservation Act adopted under Chapter 2007, Texas Government Code

Project/Regulation Name: N. Richland Hills 51st David Court B-25-UC-48-0001-48-05

County Department: TARRANT COUNTY COMMUNITY DEVELOPMENT

Contact Person: MICHELLE WILES
Phone Number for Contact Person: 817-850-7961

Type of TIA Performed: SHORT TIA or FULL TIA.
Select one after answering the questions in Section II below.

I. Stated Purpose

Attached to this checklist is an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes ___ No X

2. Does the county action limit or restrict a real property right, even partially or temporarily?

Yes ___ No X

If you answer no to both, STOP HERE and select SHORT TIA at the top of the form. A No Impact Determination should be made, and no further compliance with the Property Rights Act is necessary.

If you answer yes to either question, go to Section III to complete FULL TIA. Note: Section II. of this Takings Impact Assessment should be completed in consultation with the Criminal District Attorney's Office.

Section III Takings Impact Assessment Long Form

Consult DA for TIA Long Form Questions and Guidelines.

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 4

Department: Community Development	**Prepared By:** Wren Davis, CDBG Program Manager	**Approved By:** James A. McClinton, Director

SUBJECT:

Consideration of Change Order No. 1 to the Construction Contract between Tarrant County and Douglas Dailey Construction LLC for the City of Euless, Texas 50th Year Community Development Block Grant Project

*****CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider approving Change Order No. 1 to the construction contract with Douglas Dailey Construction LLC in the amount of ($5,857.60) for the reconciliation of quantities for the City of Euless, Texas 50th Year Community Development Block Grant (CDBG) Project.

BACKGROUND

On June 11, 2025, Tarrant County Community Development opened bids for a 50th Year Community Development Block Grant (CDBG) project consisting of sewer improvements on Kensinger Court in Euless, Texas. Douglas Dailey Construction LLC submitted the lowest responsive and responsible bid in the amount of $554,900.00.

On September 16, 2025, the Commissioners Court, through Court Order #145920, approved a construction contract with Douglas Dailey Construction LLC for the above-mentioned project. Tarrant County originally certified $552,162.49 in CDBG funds and the City of Euless agreed to contribute $2,737.51.

Approval of Change Order No. 1 will reconcile various contract overruns and underruns. As a result, the original contract amount of $554,900.00 will decrease by $5,857.60, bringing the new total project cost to $549,042.40. Tarrant County originally certified $552,162.49 in CDBG funds and the City of Euless agreed to contribute $2,737.51. The reduction fully absorbs the City's anticipated contribution, and the CDBG funding originally certified by this project will decrease by $3,120.09 for a total of $549,042.40.

FISCAL IMPACT

Funding in the amount of $549,042.40 is available through the Community Development Block Grant (CDBG) #B-24-UC-48-001. Upon approval of the claim for payment under this contract, funds will be drawn from the U.S. Treasury through the U.S. Department of Housing and Urban Development's (HUD's) electronic transfer system to Tarrant County's bank account.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Change Order #1 Douglas Dailey Construction Euless 50th BU.pdf
Original Construction Contract

Change Order # 1:

ANALYSIS OF ADJUSTED CONTRACT AMOUNT

DATE: 4/29/2026

PROJECT: Tarrant County 50th Year CDBG – Kensinger Court Wastewater Line Improvements

OWNER: Tarrant County Community Development

CONTRACTOR: Douglas Dailey Construction, LLC

I. DESCRIPTION OF CHANGE AND/OR EXTRA WORK: Reconciliation of all underruns/overruns to date reflective of actual work completed as follows:

- Line Item 01, OVERRUN 50LF..... $2,800
- Line Item 02, OVERRUN 25LF..... $2,000
- Line Item 04, UNDERRUN 3EA..... ($3,000)
- Line Item 05, UNDERRUN 1EA..... ($9,500)
- Line Item 10, UNDERRUN 15LF..... ($620)
- Line Item 12 OVERRUN 75LF..... $300
- Line Item 19, OVERRUN 245.90SY..... $19,672
- Line Item 20, UNDERRUN 130LF..... ($3,900)
- Line Item 21, UNDERRUN 7.36SY..... ($809.60)
- Line Item 24, UNDERUN ENTIRELY.... ($1,000)
- Line Item 25, UNDERUN ENTIRELY.... ($1,000)
- Line Item 27, UNDERUN 120LF..... ($10,800)

II. ADJUSTMENTS IN CONTRACT PRICE:

ORIGINAL CONTRACT AMOUNT	$ 554,900.00
ADJUSTMENT TO CONTRACT PER PREVIOUS CHANGE ORDER, IF ANY	$ 0.00
DECREASE OR INCREASE THIS CHANGE ORDER	$ (5,857.60)
REVISED CONTRACT AMOUNT	$ 549,042.40

III. ADJUSTMENT IN CONTRACT TIME

ORIGINAL CONTRACT TIME	120 Calendar Days
ADJUSTMENTS PER PREVIOUS CHANGE ORDERS	0 Calendar Days
REVISED CONTRACT TIME	120 Calendar Days

RECOMMENDED BY ENGINEER:

BY: Landon Allen

DATE: 04/29/2026

ACCEPTED BY THE CITY:

BY:

DATE: 05/05/2026

AGREED BY CONTRACTOR:

BY:

DATE: 4/29/26

ACCEPTED BY TARRANT COUNTY:

BY:

DATE: 5/5/26

STANDARD FORM OF AGREEMENT

STATE OF TEXAS §
§
COUNTY OF TARRANT §

This agreement is made and entered into this 20th day of August, 2025, by and between the TARRANT COUNTY (the "Owner"), acting by and through its duly authorized officer, and Douglas Daily Construction LLC (the "Contractor").

1. In consideration of the payments and agreements mentioned below, the CONTRACTOR agrees with the OWNER to commence and complete the construction of certain improvements described as follows:
Project number B-24-UW-48-0001-22-50 Euless Kensinger Court Wastewater Project

2. The work herein contemplated will consist of the Contractor furnishing, as an independent contractor, the materials, supplies, machinery, equipment, tools, superintendence, labor, insurance and all other accessories and services necessary to complete the Project in accordance to the drawings and specifications prepared by Parkhill (Engineer), and made a part of this Agreement the same as if written herein, plus all extra work in connection with the improvements, at the CONTRACTOR'S own expense, as noted in the terms of both the General Conditions, Supplementary General Conditions and the Special Conditions of the Agreement.

3. The CONTRACTOR agrees to commence work within ten (10) days from the date agreed to and specified in the "Notice-to-Proceed," and to substantially complete the work within one hundred and twenty (120) calendar days after the date specified in the "Notice-to-Proceed" with construction, subject to such extensions of time as are provided in the contract conditions.

4. The Total Contract Price: The OWNER agrees to pay the CONTRACTOR the amount shown in the PROPOSAL, which forms a part of this Contract, with such payments subject to the General and Supplementary Conditions of the contract. Commissioners Court Communication, attached hereto as Exhibit B, states the funding amount available from all sources. The Owner will pay the Contractor for the performance of the work required by the Contract Documents, subject to additions and deductions mutually agreed to by Change Order, the Total Contract Price of $554,900.00.

5. Based upon applications for payment submitted to Tarrant County Community Development according to the Contract Documents.

6. To the extent permitted by Texas Law, the Contractor agrees to fully indemnify, save, and hold harmless the Owner from all costs or damages arising out of any real or asserted claim or cause of action against it of whatsoever kind or character and in addition, from any and all costs or damages arising out of any wrongs, injuries, demands or suits for damages, either real or asserted, claimed against it that may be occasioned by any act, omission, neglect or misconduct of the said Contractor, its agents, servants or employees. All venue for litigation regarding this project is in the State or Federal District Courts physically located in Tarrant County, Texas.

7. The CONTRACTOR acknowledges and agrees that in accordance with Section 2252.908 (b)–(c) of the Texas Government Code, it has fully, accurately, and completely disclosed all interested parties on the Texas Ethics Commission's Form 1295 attached as "Attachment A".

8. The CONTRACTOR verifies the acceptance and acknowledgement of the anti-boycott statutes as applicable by law and required by Chapters 2271, 2252, and 2274 Texas Government Code Verification as follows:

   (a) Boycott of Israel Prohibited. In compliance with Section 2271.001 et seq. of the Texas Government Code, Contractor verifies that neither it nor any of its affiliates currently boycott Israel and neither it nor any of its affiliates will boycott Israel during the term of this Agreement. "Boycott Israel" is defined in Section 808.001(1) of the Texas Government Code.

   (b) Scrutinized Business Operations Prohibited. In compliance with Section 2252.151 et seq. of the Texas Government Code, Contractor warrants and represents that: (1) neither Contractor nor any of its affiliates engages in scrutinized business operations in Sudan; (2) neither Contractor nor any of its affiliates engages in scrutinized business operations in Iran; and (3) neither Contractor nor any of its affiliates engages in scrutinized business operations with designated foreign terrorist organizations. "Scrutinized business operations in Sudan" is defined in Section 2270.0052 of the Texas Government Code. "Scrutinized business operations in Iran" is defined in Section 2270.0102 of the Texas Government Code. "Scrutinized business operations with designated foreign terrorist organizations" is defined in Section 2270.0152 of the Texas Government Code. Contractor further represents and warrants that neither Contractor nor any of its affiliates appears on any of the Texas Comptroller's Scrutinized Companies Lists.

   (c) Boycott of Certain Energy Companies Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature, S.B. 13), Contractor verifies that neither it nor any of its affiliates currently boycott energy companies and neither it nor any of its affiliates will boycott energy companies during the term of this Agreement. "Boycott energy company" is defined in Section 809.001(1) (added by 87th Legislature, S.B. 13) and means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company: (A) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law; or (B) does business with a company described by subsection (A).

   (d) Discrimination against Firearm Entities or Firearm Trade Associations Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature, S.B. 19), Contractor verifies that neither it nor any of its affiliates have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and neither it nor any of its affiliates will discriminate during the term of the Agreement against a firearm entity or firearm trade association. "Discriminate against a firearm entity or firearm trade association" is defined in Section 2274.001(3) (added by 87th Legislature, S.B. 19) and means, with respect to the entity or association, to: (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade

association; (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; the term does not include: (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and (ii) a company's refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship: (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or (bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity's or association's status as a firearm entity or firearm trade association.

9. CONTRACTOR must comply with the requirements of the Build America, Buy America (BABA) Act, as part of the Infrastructure Investment and Jobs Act (Pub. L. No. 117-58 §§ 70901-52, Nov. 15, 2021, 41 USC § 8301 note), and all applicable rules and notices, as may be amended, if applicable to this infrastructure project. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 FR 17001), any funds obligated by HUD on or after the applicable listed effective dates, are subject to BABA requirements, unless excepted by a waiver.

10. This contract shall not be interpreted to inure to the benefit of a third party not a party to this contract. This contract may not be interpreted to waive any statutory or common law defense, immunity, including governmental immunity, or any limitation of liability, responsibility, or damage of any party to this contract, party's agent, or party's employee, otherwise provided by law.

    This contract shall be interpreted under the laws of the State of Texas. The venue for any lawsuit arising out of this Agreement will be the Fort Worth Division of the Northern District of Texas if the lawsuit arises in Federal Court or Tarrant County, Texas if the matter arises in state court.

11. Compliance with Laws. In providing the services required by this Agreement, Contractor must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. Contractor shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

12. The Contract Documents consist of the following:

    - This Agreement,
    - Request for Bid 2025CD-011 Bid Documents including Notice to Bidders, Bidder Information and Certification Form, Non-Collusion Affidavit and Proposal
    - Performance Bond, Payment Bond, Maintenance Bond, Certificate of Insurance,
    - General Conditions of Agreement, Supplementary General Conditions

- Technical Specifications, Special Specifications, Special Material and/or Equipment Specifications, Special Conditions
- Federal Labor Standards, Hud-4010, Wage Determination, Employment, Training and Contracting Opportunities for Businesses and Lower Income Persons in Connection with Assisted Projects under Hud Section 3 of The Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) And 24 CFR 75, and all applicable rules and notices, as may be amended,
- and the drawings and blueprints as prepared by the Owner's Engineer
- Any exhibits attached hereto, conditions of the contract (special, supplementary, and other conditions), all addenda issued prior to the execution of this Agreement and all modifications issued subsequent hereto.

To the extent of an ambiguity among the various documents, this signed Agreement prevails. These documents collectively form the Contract, and all are as fully a part of the Contract as if attached hereto to this Agreement or repeated herein.

Both OWNER and CONTRACTOR agree to abide by all state and federal laws, statutes, and regulations applicable to the completion of the project described.

Execution of Agreement. This agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this agreement, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this agreement as to the parties and may be used in lieu of the original agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

COUNTY OF TARRANT
STATE OF TEXAS

BY: Separate Electronic Signature Page
Tim O'Hare
County Judge

Douglas Daily Construction LLC
CONTRACTOR

Douglas Daily
(SIGNATURE)

Douglas Daley/OWNER
NAME AND TITLE

Approved as to Form:

_____

Criminal District Attorney's Office*

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Certification of Funds Available in the amount of: $_____

_____

Kimberly M. Buchanan, CPA Date
Tarrant County Auditor

Item No.	Description	Quantity	Unit
1	replacing 6-inch VCT or concrete sanitary pipe with 6-inch high density polyethylene pipe (HDPE) (DR-17)	1,830	LF
2	replacing 8-inch VCT or concrete sanitary pipe with 8-inch high density polyethylene pipe (HDPE) (DR-17)	545	LF
3	replacing 10-inch VCT or concrete sanitary pipe with 10-inch high density polyethylene pipe (HDPE) (DR-17)	35	LF
4	For removing and disposing existing cleanout, or 4' diameter or 5' diameter manhole, standard or drop, and disposing all material and debris, including ring and cover off the project site	8	EA
5	Furnish and Install 4-foot diameter R/C standard manhole (0' to 6' deep), including flow fill sections	6	EA
6	Furnish and Install 5-foot diameter R/C standard manhole (0' to 6' deep), including flow fill sections	3	EA
7	Furnish and Install extra vertical feet of 4-foot diameter R/C standard manhole in excess of 6' deep.	20	VF
8	Furnish and Install extra vertical feet of 5-foot diameter R/C standard manhole in excess of 6' deep.	10	VF
9	Furnish and Install Standard lateral service reinstatement (6' to 12' depth)	52	EA
10	Furnish and Install extra 4-inch PVC lateral service line in excess of 8-feet from the 4-inch lateral cleanout	780	LF
11	For pre-construction cleaning and CCTV Inspection of existing 6-inch and 8-inch VCT/Concrete/PVC sewer lines to locate existing services, low points of grade, and line termination, including furnishing copies of the video inspection and written log to the Owner	2,400	LF
12	For post-construction cleaning and CCTV Inspection of 8-inch HDPE sewer lines to locate services, low points of grade, and line termination, including furnishing copies of the video inspection and written log to the Owner	2,400	LF
13	Provide Pre-existing condition video of entire project area/alignment for above-ground original conditions	2,400	LF
14	Furnish and Install topsoil for backfill and top dressing of disturbed sodded areas	1	LS
15	Furnish and Install Bermuda grass block sod or St. Augustine block sod	1	LS
16	Furnish and Install hulled Bermuda seed hydromulch, (green dyed)	1	LS
17	Manhole testing (vacuum) and air testing of mains,	1	LS
18	Incidental irrigation repair as necessary to restore to original condition if impacted during construction/installation	1	LS
19	Furnish and Install Type "F" Pavement Patch	400	SY
20	Remove and Replace 6" x 24" or 6" x 30" R/C curb and gutter	150	LF
21	Remove and Replace 4-inch thick R/C sidewalk as necessary for construction	55	SY
22	Expose & Spot dig existing utilities and open cut underneath existing utility line	1	LS
23	By-pass pumping as required for sewer replacement/installation	1	LS
24	Furnish and Install extra sand embedment	40	CY
25	Furnish and Install extra gravel embedment	100	CY
26	Furnish and Install concrete encasement	35	CY
27	Allowance for point repair of existing sanitary sewer line	240	LF
28	Allowance for utility relocation and repair	1	LS
29	Furnish, Install and maintain SWPPP and all items required	1	LS
30	Furnish and Install trench excavation safety systems for sanitary sewer line improvements, including preparation and processing of a site specific trench safety plan	1	LS
31	Furnish and Install and Maintain barricades and traffic control devices	1	LS
32	Furnish and Install and Maintain project signs	2	EA
	TOTAL		

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY
CERTIFICATION OF FILING

Certificate Number:
2025-1353702

Date Filed:
08/22/2025

Date Acknowledged:
8/27/25

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
Douglas Dailey Construction LLC
Ferris, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
Tarrant County Community Development

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
B-24-UW-48-0001-22-50
Furnishing for labor and materials for the replacement of the wastewater line in Kensinger Court

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is NO Interested Party. [X]

6 UNSWORN DECLARATION

My name is Douglas Dailey, and my date of birth is 10/30/1955.

My address is 2005 Bluff Springs RD, Ferris (city), TX (state), 75125 (zip code), U.S. (country).

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Ellis County, State of Texas, on the 22 day of August (month), 2025 (year).

Douglas Dailey
Signature of authorized agent of contracting business entity
(Declarant)

THE CITY OF EULESS

THE STATE OF TEXAS

COUNTY OF TARRANT

CERTIFICATION OF ACTION

I, KIM SUTTER, City Secretary for the City of Euless, Euless, Tarrant County, Texas, in the performance of the functions of my office, do hereby certify the action of the Euless City Council listed below:

The following members of the Euless City Council were present at a meeting held on August 12, 2025.

Linda Martin, Mayor	Eddie Price, Council Member
Tim Stinneford, Mayor Pro Tem	Perry Bynum, Council Member
Jeremy Tompkins, Council Member	Tika Paudel, Council Member

Whereby, a motion was made by Mayor Martin to approve Resolution No. 25-1677, awarding a construction contract for the 50th Year Community Development Block Grant (CDBG) Project to Douglas Dailey Construction, LLC, 2005 Bluff Springs Road, Ferris, Texas, for the replacement of approximately 2,410 linear feet of sanitary sewer main along Fair Oaks Boulevard from Lone Oak Circle to Ash Lane, 302 through 413 Shelmar Drive, and Kensinger Court. The estimated expenditure is $554,900 with an authorized contingency in the amount of $27,745.

Council Member Tompkins seconded the motion.

Ayes: Mayor Martin, Mayor Pro Tem Stinneford, Council Members Tompkins, Price, Bynum, and Paudel

Nays: None

Mayor Martin declared the motion carried.

WITNESS MY HAND AND SEAL OF THE CITY OF EULESS, TEXAS, on this 13th day of August 2025.

Kim Sutter

Kim Sutter, TRMC, CMC
City Secretary, Chief Governance Officer

CITY OF EULESS TARRANT COUNTY TEXAS

201 N. Ector Drive, Euless, Texas 76039-3595
817/685-1400 • Metro 817/267-4403 • Fax 817/685-1416
www.eulesstx.gov

RESOLUTION NO. 25-1677

A RESOLUTION RECOMMENDING AWARD OF A CONTRACT FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT NO. B24-UC-48-0001-22-50 TO DOUGLAS DAILEY CONSTRUCTION, LLC. LOCATED IN FERRIS, TEXAS, IN THE AMOUNT OF $582,645.00 FOR THE REPLACEMENT OF SANITARY SEWER MAIN ALONG FAIR OAKS BOULEVARD FROM LONE OAK CIRCLE TO ASH LANE, 302 THROUGH 413 SHELMAR DRIVE, AND KENSINGER COURT.

WHEREAS, the City Council of the City of Euless, Texas, does hereby recommend the award of contract for CDBG Project No. B24-UC-48-0001-22-50 to Douglas Dailey Construction, LLC. located in Ferris, Texas, in the amount of $554,900.00 for the replacement of the sanitary sewer main along Fair Oaks Boulevard from Lone Oak Circle to Ash Lane, 302 through 413 Shelmar Drive, and Kensinger Court; and

WHEREAS, CDBG Project No. B24-UC-48-0001-22-50 consists of the replacement of approximately 2,410 linear feet of sanitary sewer main along Fair Oaks Boulevard from Lone Oak Circle to Ash Lane, 302 through 413 Shelmar Drive, and Kensinger Court using trenchless technology and open trench methods; and

WHEREAS, the City Council recommends including the authorization for the City of Euless staff and Tarrant County to issue change order(s) totaling an amount not to exceed five (5%) of the base contract amount ($27,745.00) without requiring formal action by the City Council; and

WHEREAS, the construction funds available through Tarrant County for this project are $552,162.49; and

WHEREAS, the application process requires that the following statement be included:

The City recommends Tarrant County award the bid to Douglas Daily Construction, LLC. for $554,900.00 and will pay $2,737.51 toward construction. The City also approves a contingency for any costs above this amount up to $27,745.00.

WHEREAS, Staff has reviewed the bid tabulation and based on supporting documentation from Parkhill, Inc. (**Exhibit A**), recommends that Tarrant County award the contract to the low bidder, Douglas Dailey Construction, LLC located in Ferris, Texas.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EULESS, TEXAS, THAT:

SECTION 1.

The City of Euless, Texas, City Council recommends award of a contract to Douglas Dailey Construction, LLC located in Ferris, Texas for the replacement of the sanitary sewer main along Fair Oaks Boulevard from Lone Oak Circle to Ash Lane, 302 through 413 Shelmar Drive, and Kensinger Court in the amount of $582,645.00 of which Tarrant County Community Development will pay $552,162.49. The remaining $30,482.51 will be paid for by the City of Euless.

SECTION 2.

This Resolution shall take effect immediately from and after its passage in accordance with the Charter of the City of Euless and upon publication, and it is accordingly so resolved.

APPROVED AND ADOPTED at a regular meeting of the Euless City Council on August 12, 2025, by a vote of 6 ayes, 0 nays, and 0 abstentions.

APPROVED:

Linda Martin, Mayor

ATTEST:

Kim Sutter, TRMC, CMC
City Secretary/Chief Governance Officer

TAKINGS IMPACT ASSESSMENT CHECKLIST

This form has been established to comply with the assessment requirements mandated by the Texas Private Real Property Preservation Act adopted under Chapter 2007, Texas Government Code

Project/Regulation Name: Euless 50th B-24-UC-48-0001-22-50

County Department: TARRANT COUNTY COMMUNITY DEVELOPMENT

Contact Person: WREN DAVIS
Phone Number for Contact Person: 817-850-7955

Type of TIA Performed: SHORT TIA or FULL TIA.
Select one after answering the questions in Section II below.

I. Stated Purpose

Attached to this checklist is an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes ___ No X

2. Does the county action limit or restrict a real property right, even partially or temporarily?

Yes ___ No X

If you answer no to both, STOP HERE and select SHORT TIA at the top of the form. A No Impact Determination should be made, and no further compliance with the Property Rights Act is necessary.

If you answer yes to either question, go to Section III to complete FULL TIA. Note: Section II. of this Takings Impact Assessment should be completed in consultation with the Criminal District Attorney's Office.

Section III Takings Impact Assessment Long Form

Consult DA for TIA Long Form Questions and Guidelines.

SAM.GOV

Exclusion Search Results 0 Total Results

Filter by:

Keyword (ALL)	Status	Excluded Individual
"Douglas Dailey" "Douglas Dailey Construction"	Active	Douglas Dailey,

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 3

Department: Community Development	**Prepared By:** Wren Davis, CDBG Program Manager	**Approved By:** James A. McClinton, Director

SUBJECT:

Consideration of Change Order No. 1 to the Construction Contract between Tarrant County and Tex-Pro Construction for the Haltom City, Texas 50th Year Community Development Block Grant Project

*****CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider approving Change Order No. 1 to the construction contract with Tex-Pro Construction in the amount of ($24,273.10) for the reconciliation of quantities for the Haltom City, Texas 50th Year Community Development Block Grant (CDBG) Project.

BACKGROUND

On August 13, 2025, Tarrant County Community Development opened bids for a 50th Year Community Development Block Grant (CDBG) project consisting of water improvements along Eden Avenue in Haltom City, Texas. Tex-Pro Construction submitted the low bid in the amount of $479,669.00.

On November 11, 2025, the Commissioners Court, through Court Order #146226, approved a construction contract with Tex-Pro Construction for the above-mentioned project. Tarrant County originally certified $143,001.00 in CDBG funds and Haltom City agreed to contribute $336,668.00.

Approval of Change Order No. 1 will reconcile various contract overruns and underruns. As a result, the original contract amount of $479,669.00 will change by ($24,273.10), bringing the new total project cost to $455,395.90. Haltom City's original contribution of $336,668.00 will also decrease by ($24,273.10), bringing the City's revised contribution to $312,394.90.

FISCAL IMPACT

Funding in the amount of $143,001.00 is available through the Community Development Block Grant (CDBG) #B-24-UC-48-001. Upon approval of the claim for payment under this contract, funds will be drawn from the U.S. Treasury through the U.S. Department of Housing and Urban Development's (HUD's) electronic transfer system to Tarrant County's bank account.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Haltom City Change Order #1 Court BU packet.pdf

CHANGE ORDER NO. 1
TAR 24403

Date:	April 28, 2026
Project:	50th Year CDBG
	Project# B-24-UC-48-0001-32-15
	Water Line Improvements for Eden Ave and Zelma St
Owner	Tarrant County
Contractor	Tex-Pro Construction, LLC

I. DESCRIPTION OF CHANGE AND/OR EXTRA WORK:

ADJUST PAY ITEM QUANTITIES TO REPRESENT FINAL SCOPE OF WORK. SEE ATTACHED SUMMARY.

II. ADJUSTMENTS IN CONTRACT PRICE:

ORIGINAL CONTRACT AMOUNT	$ 479,669.00
ADJUSTMENTS TO CONTRACT AMOUNT PER PREVIOUS CHANGE/EXTRA WORK ORDER	$ 0.00
DECREASE PER THIS CHANGE ORDER	$ -24,273.10
REVISED CONTRACT AMOUNT	**$455,395.90**

III. ADJUSTMENTS IN CONTRACT TIME:

ORIGINAL CONTRACT TIME	120 calendar days
ADJUSTMENTS PER PREVIOUS CHANGE ORDERS	0 calendar days
REVISED CONTRACT TIME	120 calendar days

RECOMMENDED BY ENGINEER:

Date: 5-1-2026
Teague Nall and Perkins, Inc.

AGREED BY CONTRACTOR:

Laura Maldonado Date: 4/30/2026
Tex-Pro Construction, LLC

ACCEPTED BY OWNER:

Wren Davis
Digitally signed by Wren Davis
Date: 2026.05.01 10:50:23 -05'00'
Date:
CD Program Manager

APPROVED BY CITY:

Date: 4/28/2026
City of Haltom City

COUNTY OF TARRANT
STATE OF TEXAS

By:_____
TIM O'HARE
County Judge

CERTIFICATION OF FUNDS IN THE AMOUNT OF $ _____

_____ Date: _____
AUDITOR

Worksheet for Change Order No. 1

April 28, 2026

TAR 24403

Pay Item	Description	Original Contract Qty		Chg. Order 1 Qty		Revised Contract Qty		Unit Price	Chg. Order Amount
1	Remove & Salvage Exist Fire Hydrant (Return to City)	1	EA						
2	Remove & Salvage Exist Gate Valve (Return to City)	1	EA						
3	6" DR-18 C900 PVC Water Line	32	LF						
4	8" DR-18 C900 PVC Water Line	1,474	LF	8	LF	1482	LF	$80.00	$640.00
5	6" Gate Valve, Box and Conc Pad	4	EA						
6	8" Gate Valve, Box and Conc Pad	8	EA						
7	Fire Hydrant with 3'-6" Bury	4	EA						
8	Mechanical Joint Ductile Iron Fittings	1.6	TON	0.2657	TON	1.8657	TON	$7,000.00	$1,859.90
9	8" SDR-26 D-2241 PVC San Sewer Pipe (Embedded in Cement Sand)	40	LF	-20	LF	20	LF	$120.00	($2,400.00)
10	8" Water Line Lowering	1	LS						
11	1" Water Service Line from Main to Meter (Short Bore or Other Non-Open Cut Method)	20	EA						
12	1" Water Service Line from Main to Meter (Long Bore or Other Non-Open Cut Method)	14	EA						
13	Single Water Meter Box	34	EA	1	EA	35	EA	$300.00	$300.00
14	Cut, Plug & Abandon Existing Water Pipe	4	EA	1	EA	5	EA	$1,000.00	$1,000.00
15	Conc Valley Gutter Repair	16	SY						
16	HMAC Permanent Pavement Repair	1,538	LF	70	LF	1608	LF	$40.00	$2,800.00
17	Concrete Curb & Gutter	10	LF						
18	Block Sod Parkway Repair	420	SY	-270	SY	150	SY	$15.00	($4,050.00)
19	Trench Safety	1,500	LF	26	LF	1526	LF	$2.00	$52.00
20	Connect to Exist System	4	EA						
21	Miscellaneous Utility Allowance	1	LS	-1	LS	0	LS	$10,000.00	($10,000.00)
22	6" DR-18 C900 PVC Water Line	9	LF						
23	8" DR-18 C900 PVC Water Line	458	LF						
24	6" Gate Valve, Box and Conc Pad	1	EA						
25	8" Gate Valve, Box and Conc Pad	4	EA						
26	Fire Hydrant with 3'-6" Bury	1	EA						
27	Mechanical Joint Ductile Iron Fittings	0.3	TON						
28	8" SDR-26 D-2241 PVC San Sewer Pipe (Embedded in Cement Sand)	20	LF	-20	LF	0	LF	$120.00	($2,400.00)
29	1" Water Service Line from Main to Meter (Short Bore or Other Non-Open Cut Method)	4	EA						
30	1" Water Service Line from Main to Meter (Long Bore or Other Non-Open Cut Method)	2	EA						
31	1" Water Service Line from Main to ROW (Long Bore or Other Non-Open Cut Method)	2	EA						
32	2" Water Service Line from Main to ROW (Long Bore or Other Non-Open Cut Method)	1	EA	-1	EA	0	EA	$2,500.00	($2,500.00)
33	Single Water Meter Box	6	EA						
34	Cut, Plug & Abandon Existing Water Pipe	2	EA						
35	HMAC Permanent Pavement Repair	487	LF	42.5	LF	529.5	LF	$40.00	$1,700.00
36	Concrete Curb & Gutter	5	LF						
37	Block Sod Parkway Repair	85	SY	-85	SY	0	SY	$15.00	($1,275.00)
38	Trench Safety	487	LF						
39	Connect to Exist System	2	EA						
40	Miscellaneous Utility Allowance	1	LS	-1	LS	0	LS	$10,000.00	($10,000.00)
								TOTAL CHANGE ORDER NO. 1=	**($24,273.10)**

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 3

Department: Facilities Management	**Prepared By:** Misty Foster	**Approved By:** Jon P. Hendrickson

SUBJECT:

Consideration of a Property Use Request from the Tarrant County Bar Association to Use the Family Law Center Assembly Room for a Continuing Legal Education Program

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider a property use request from the Tarrant County Bar Association to use the the Tarrant County Family Law Center (FLC) Assembly Room on September 11, 2026, for a continuing legal education program.

BACKGROUND

The Tarrant County Bar Association submitted a request to use the FLC Assembly Room to host a continuing legal education program for attorneys and judges involved in family law and Child Protective Services cases.

The program will provide continuing legal education credit required for attorneys participating in the court appointment wheel and family violence training credit for judges. Requested facility support includes electricity and standard room setup equipment.

All required property use documentation has been submitted and reviewed by Facilities Management. The event is scheduled during normal business hours on September 11, 2026, from 11:30 a.m. to 4:45 p.m.

FISCAL IMPACT

There is no fiscal impact with this request.

Attachments

Signed Building Use Documents.pdf

RELEASE, INDEMNIFICATION
AND HOLD HARMLESS AGREEMENT

THAT I, the undersigned _Tarrant County Bar Association_____, hereby **RELEASE** and **HOLD HARMLESS** Tarrant County, Texas("County") and all of its officials, officers, agents and employees in both their public and private capacities, from any and all claims, losses, damages, causes of action, suits and liability of every kind that may arise from any of their act(s) and/or omission(s) that may occur as a result of my request to seek their help, assistance, and/or service in connection with _9/11/2026 Tarrant County Bar Association CLE Event for attorneys on the CPS appointment wheel.

It is further agreed that the execution of this **"Release, Indemnification and Hold Harmless Agreement"** will not constitute a waiver by the County of the defense of governmental immunity where applicable, or any other defense recognized by law and/or the courts of the State of Texas.

SIGNED this the _22nd_____day of _April_____, 2026____.

Signature: _____

Printed Name: ____Kayla Dailey_____

Address: ___1315 Calhoun Street_____

City: _Fort Worth_____ **State:** _Texas____ **Zip Code:** **76102**_____

Phone #: __817-338-4092_____

TARRANT COUNTY FACILITIES MANAGEMENT
PROPERTY USE APPLICATION

PLEASE COMPLETE ALL SECTIONS.

Location requested: _Large Second Floor Conference Room, Tarrant County Family Law Center_____

Event Date(s): September 11, 2026_____

Time of event: __11:30 AM until 4:45 PM_____

Description of event (if more than three lines, please provide an attachment): _A continuing legal education program with speakers presenting various topics on the CPA appointment wheel, attorneys for the District Attorney's office, and judges hearing CPS cases, CLE is required for all of these participants. Attorneys will receive CLE credit to be on the appointment wheel, and judges will receive credit for Family Violence training._____

__X___ Electricity required

__X___ Set up equipment (tables/chairs/podium/speakers, etc.) requested from County

Contact Person: __Kayla Dailey, Executive Director, Tarrant County Bar Association_____

Address: 1315 Calhoun Street_____ City: __Fort Worth_____ State: _TX_ Zip: 76102_

Cell phone number: _817-338-4092__ Email: kayla@tarrantbar.org_____

Name of Organization: _Tarrant County Bar Association_____

_X___ Non-Profit ____ For-Profit

Primary contact person: ___Kayla Dailey_____

Address: 1315 Calhoun Street_____ City: Fort Worth_____ State: TX_ Zip: 76102__

Business phone number: 817-338-4092___ Email: _kayla@tarrantbar.org_____

Event on-site contact person & cell phone number: _John Eck, 817-929-2974_____

Applicant's signature: K Dailey

Applicant's printed name: Kayla Dailey

Date: 04/23/2026

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 8

Department: Facilities Management	**Prepared By:** Riley P. Ornelas	**Approved By:** Jon P. Hendrickson

SUBJECT:

Consideration of a Professional Services Contract with Palmetto Air & Water Balance for the Dr. Marion J. Brooks Public Health Building Biosafety Level 3 Laboratory Equipment Change-Out Project

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider a Professional Services Contract with Palmetto Air & Water Balance related to the Dr. Marion J. Brooks Public Health Building Biosafety Level 3 (BSL-3) Laboratory Equipment Change-Out Project.

BACKGROUND

On September 3, 2025, the Commissioners Court, through Court Order #145894, approved Request For Qualification (RFQ) No. F2025190-Annual Contract for HVAC Test, Adjust, Balance, and Professional Engineering Services, for various Tarrant County projects. With approval of RFQ No. F2025190, the Facilities Management Department and Purchasing Department were granted approval to utilize the selected firms for indefinite quantities of work, as outlined in the RFQ, per contract terms. Firms will be issued a Tarrant County purchase order or will be required to sign a contract for individual projects, depending on the type and cost of the work. Palmetto Air & Water Balance was one (1) of the firms that received the highest evaluated ratings from the evaluation committee as having qualifications to meet the County's needs for indefinite quantities of work as outlined in the RFQ.

This project will replace the original HVAC equipment serving the BSL-3 laboratory. The existing equipment is original to the building and requires ongoing repairs, making replacement necessary to support continued laboratory operations.

Under this contract, Palmetto Air & Water Balance will provide manufacturer investigations, design and project support, testing and balancing, commissioning, and certification services for the project.

The District Attorney’s Office has reviewed this contract as to form.

FISCAL IMPACT

Funding in the amount of $252,500.00 is available in account T0400-2026 Public Health/3110505000 Public Health Building/540000 Capital Outlay.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Supporting Documentation - Palmetto - PH BSL3 Lab Equipment Change-Out.pdf

STATE OF TEXAS §
§ **PROFESSIONAL SERVICES CONTRACT**
COUNTY OF TARRANT §

This contract is entered into between Tarrant County, Texas, hereinafter referred to as COUNTY, Palmetto Air & Water Balance, hereinafter referred to as PROVIDER, for the purpose of providing professional services which the Commissioners Court finds serves a public purpose and serves the public welfare of the citizens of Tarrant County.

1.
SCOPE OF SERVICES

PROVIDER shall provide professional services (the "Services") for the BSL3 Lab Equipment Changeout at Dr. Marion J. Brooks Public Health Building 1101 S. Main St, Fort Worth, TX 76104 (the "Project"), said renovations to be defined by COUNTY and mutually agreed to by PROVIDER. This Professional Services Contract (PSC), and with the Proposal for professional services dated April 27, 2026, from PROVIDER, shown in Exhibit "A", forms the contract between the parties.

The Services to be provided by the PROVIDER as outlined more specifically in Exhibit "A" shall include, but are not limited to, the following:

1.1 Perform manufacturer investigation on new AHU and Exhaust equipment. Includes factory site visits,
1.2 Assistance to the design team,
1.3 Oversight assistance to Facilities Management throughout the project,
1.4 Critical Environment decontamination of the workspace prior to equipment removal,
1.5 Test, Adjust, and Balance of the new equipment, existing air valves, BSC, and pressure Relationships,
1.6 Commissioning of the automation system. Phoenix and Reliable control systems,
1.7 Certification of the lab rehabilitation.

2.
TERM

This contract commences June 9, 2026 and concludes on the date services are completed.

3.
COST

3.1 For the services described in "Article 1. Scope of Services" and as defined in PROVIDER'S proposal contained in Exhibit "A", the PROVIDER'S compensation for these services shall be two-hundred and fifty-two thousand five hundred dollars and zero cents ($252,500.00) and shall not exceed this amount without prior authorization from the County.

TOTAL NOT TO EXCEED AMOUNT $252,500.00

3.2 PROVIDER shall bill for the Services performed in accordance with this contract.
3.3 PROVIDER shall send all invoices to Tarrant County Facilities Management, 200 Taylor St, Fort Worth, Texas 76196.
3.4 PROVIDER'S invoice shall detail the Services provided;
3.5 PROVIDER'S invoice may include reimbursable expenses such as printing, postage, out of County

travel, and additional OAC meetings, etc. related to the Project. Reimbursable expenses will not exceed $0.00. Expenses will be invoiced at Actual cost. Supporting receipt documentation must be submitted. All unused allowances will be returned to Tarrant County.

3.6 No travel expenses are included in this contract.

PROVIDER understands that PROVIDER shall be responsible for any other expenses incurred by PROVIDER in performing the Services under this contract.

4.
AGENCY-INDEPENDENT CONTRACTOR

Neither COUNTY nor any employee thereof is an agent of PROVIDER, and neither PROVIDER nor any employee thereof is an agent of COUNTY. This contract does not and shall not be construed to entitle either party or any of their respective employees, if applicable, to any benefit, privilege or other amenities of employment by the other party.

5.
ASSIGNMENT

Neither party may assign, in whole or in part, any interest it may have in this contract without the prior written consent of the other party.

6.
THIRD PARTY BENEFICIARY EXCLUDED

This contract shall not be interpreted to inure to the benefit of a third party not a party to this contract. This contract may not be interpreted to waive any statutory or common law defense, immunity, including governmental and sovereign immunity, or any limitation of liability, responsibility, or damage of any party to this contract, party's agent, or party's employee, otherwise provided by law.

7.
AUDIT OF RECORDS

PROVIDER'S records for this Project are subject to audit by the COUNTY during the term of this contract.

8.
FORM 1295

PROVIDER acknowledges and agrees that it has fully, accurately, and completely disclosed all interested parties in the Form 1295 electronically filed with the Texas Ethics Commission, at https://www.ethics.state.tx.us/filinginfo/1295/, as required by law, and that the attached signed copy attached as Exhibit "B" is a full and true copy of said filed form.

9.
GOVERNMENT CODE COMPLIANCE

9.1 **Boycott of Israel Prohibited**. In compliance with Section 2271.001 et seq. of the Texas Government Code, PROVIDER verifies that neither it nor any of its affiliates currently boycott

Israel and neither it nor any of its affiliates will boycott Israel during the term of this contract. "Boycott Israel" is defined in Section 808.001(1) of the Texas Government Code.

9.2 **Scrutinized Business Operations Prohibited**. In compliance with Section 2252.151 et seq. of the Texas Government Code, PROVIDER warrants and represents that: (1) neither PROVIDER nor any of its affiliates engages in scrutinized business operations in Sudan; (2) neither PROVIDER nor any of its affiliates engages in scrutinized business operations in Iran; and (3) neither PROVIDER nor any of its affiliates engages in scrutinized business operations with designated foreign terrorist organizations. "Scrutinized business operations in Sudan" is defined in Section 2270.0052 of the Texas Government Code. "Scrutinized business operations in Iran" is defined in Section 2270.0102 of the Texas Government Code. "Scrutinized business operations with designated foreign terrorist organizations" is defined in Section 2270.0152 of the Texas Government Code. PROVIDER further represents and warrants that neither PROVIDER nor any of its affiliates appears on any of the Texas Comptroller's Scrutinized Companies Lists.

9.3 **Discrimination Against Firearm Entities or Firearm Trade Associations Prohibited**. In compliance with Section 2274.002 of the Texas Government Code, PROVIDER verifies that neither it nor any of its affiliates have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and neither it nor any of its affiliates will discriminate during the term of the contract against a firearm entity or firearm trade association. "Discriminate against a firearm entity or firearm trade association" is defined in Section 2274.001(3).

9.4 **Boycott of Certain Energy Companies Prohibited**. In compliance with Section 2276.002 of the Texas Government Code, PROVIDER verifies that neither it nor any of its affiliates currently boycott energy companies and neither it nor any of its affiliates will boycott energy companies during the term of this contract. "Boycott energy company" is defined in Section 809.001(1) of the Texas Government Code.

10.
COMPLIANCE WITH LAWS

In providing the services required by this contract, PROVIDER must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. PROVIDER shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

11.
GENERAL TERMS

This contract represents the entire understanding of and between the parties and supersedes all prior representations. This contract may not be varied orally, but must be amended by written document of subsequent date duly executed by these parties. This contract shall be governed by the laws of the State of Texas and venue for any action under this contract shall be in the state and federal courts located in Fort Worth, Texas.

12.
TERMINATION

This contract may be terminated by either party by providing written notice to the other party at least thirty (30) days prior to the intended date of termination. Any notice or other writing required by this contract, shall be deemed given when personally delivered or mailed by certified or registered United States mail, return-receipt, postage prepaid, addressed as follows:

COUNTY:
Frank Lopez
Tarrant County Facilities Management
200 Taylor Street, Suite 344
Fort Worth, TX 76196

PROVIDER:
Bret Privitt
Palmetto Air & Water Balance
4607 Forest Hill Circle
Fort Worth, TX 76140

13.
EXECUTION OF AGREEMENT

This contract may be executed in one or more counterparts, each of which will be deemed to be an original copy of this contract, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this contract and of signature pages by electronic transmission shall constitute effective execution and delivery of this contract as to the parties and may be used in lieu of the original contract for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

[Remainder of Page Intentionally Left Blank]

PASSED AND APPROVED on _____.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

PROVIDER:
Palmetto Air & Water Balance



Authorized Signature

APPROVED AS TO FORM:

Separate Electronic Signature Page
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

CERTIFICATION OF FUNDS IN THE AMOUNT OF $_____

Separate Electronic Signature Page
Auditor

PALMETTO
air | water | balance

EXHIBIT A

April 27, 2026

Submitted to: **Tarrant County Facilities Management**
Attention: **Chad Raines**

Project: **Tarrant County Public Health Existing BSL3 AHU & Exhaust Changeout**

We are pleased to submit the following proposal for professional services at the Public Health building.

Base price for the service: **$252,500**

Scope of Work:

- Perform manufacturer investigation on new AHU and Exhaust equipment. Includes factory site visits.
- Assistance to the design team
- Oversight assistance to Facilities Management throughout the project
- Critical Environment decontamination of the workspace prior to equipment removal
- Test, Adjust, and Balance of the new equipment, existing air valves, BSC, and pressure relationships
- Commissioning of the automation system. Phoenix and Reliable control systems
- Certification of the lab rehabilitation

Thank you for the opportunity to work with you on this Tarrant County project.

Sincerely,

Bret Privitt
Palmetto Air & Water Balance
bprivitt@PalmettoAirBalance.com

EXHIBIT B

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY
CERTIFICATION OF FILING

Certificate Number:
2026-1456951

Date Filed:
05/04/2026

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
Palmetto Air & Water Balance
Fort Worth, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
Tarrant County

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
F2025190
Professional services for the BSL3 Lab Equipment Changeout at Dr. Marion J. Brooks Public Health Building 1101 S. Main St, Fort Worth, TX 76104

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is NO Interested Party. [X]

6 UNSWORN DECLARATION

My name is Bear Busby, and my date of birth is 07/31/1984.

My address is 4607 Forest Hill Circle, Fort Worth (city), TX (state), 76140 (zip code), USAs (country).

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Tarrant County, State of Texas, on the 4th day of May (month), 20 26 (year).

Signature of authorized agent of contracting business entity
(Declarant)

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 9

Department: Facilities Management	**Prepared By:** Riley P. Ornelas	**Approved By:** Jon P. Hendrickson

SUBJECT:

Consideration of a Professional Services Contract with Baird, Hampton & Brown for Engineering Design Services for the Dr. Marion J. Brooks Public Health Building Biosafety Level 3 Laboratory Equipment Change-Out Project

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider approval of a Professional Services Contract with Baird, Hampton & Brown for engineering design services for the Dr. Marion J. Brooks Public Health Building Biosafety Level 3 (BSL-3) Laboratory Equipment Change-Out Project.

BACKGROUND

On March 10, 2026, the Commissioners Court, through Court Order #146801, approved the fourth and final renewal of RFQ No. 2022-098, Annual Contract for Professional Architectural and Engineering Services, for various Tarrant County projects. With approval of RFQ No. 2022-098, the Facilities Management Department and Purchasing Department were granted approval to utilize the selected firms for indefinite quantities of work, as outlined in the RFQ, per contract terms. Firms will be issued a Tarrant County purchase order or will be required to sign a contract for individual projects, depending on the type and cost of the work. Baird, Hampton and Brown was one (1) of the firms that received the highest evaluated ratings from the evaluation committee as having qualifications to meet the County's needs for indefinite quantities of work as outlined in the RFQ.

This project will replace the original HVAC equipment serving the BSL-3 laboratory at the Dr. Marion J. Brooks Public Health Building. The existing equipment is original to the building and requires ongoing repairs, making replacement necessary to support continued laboratory operations.

Under this contract, Baird, Hampton & Brown will provide engineering design, bidding, and construction administration services for the replacement of two (2) existing laboratory exhaust fans and one rooftop air handling unit serving the BSL-3 laboratory. Services also include site investigation and evaluation of existing emergency power loads associated with the project.

The District Attorney's Office has reviewed this contract as to form.

FISCAL IMPACT

Funding in the amount of $63,300.00 is available in account T0400-2026 Public Health/3110505000 Public Health Building/540000 Capital Outlay.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Supporting Documentation - BHB - PH BSL3 Lab Equipment Change-Out.pdf

STATE OF TEXAS §
§ **PROFESSIONAL SERVICES CONTRACT**
COUNTY OF TARRANT §

This contract is entered into between Tarrant County, Texas, hereinafter referred to as COUNTY, Baird, Hampton & Brown, hereinafter referred to as PROVIDER, for the purpose of providing professional engineering design services which the Commissioners Court finds serves a public purpose and serves the public welfare of the citizens of Tarrant County.

1.
SCOPE OF SERVICES

PROVIDER shall provide professional engineering design services (the "Services") for the BSL3 Lab Equipment Changeout at Dr. Marion J. Brooks Public Health Building 1101 S. Main St, Fort Worth, TX 76104 (the "Project"), said renovations to be defined by COUNTY and mutually agreed to by PROVIDER. This Professional Services Contract (PSC), and with the Proposal for engineering design services dated April 23, 2026, from PROVIDER, shown in Exhibit "A", forms the contract between the parties.

The Services to be provided by the PROVIDER as outlined more specifically in Exhibit "A" shall include, but are not limited to, the following:

1.1 Survey and Study of Existing Emergency Power Loads,
1.2 Site Investigation for Replacement Equipment,
1.3 Engineering Design for Replacement Equipment & Opinion of Probable Cost,
1.4 Bidding Services,
1.5 Construction Administration.

2.
TERM

This contract commences June 9, 2026 and concludes on the date services are completed.

3.
COST

3.1 For the services described in "Article 1. Scope of Services" and as defined in PROVIDER'S proposal contained in Exhibit "A", the PROVIDER'S compensation for these services shall be sixty-three thousand three hundred dollars and zero cents ($63,300.00) and shall not exceed this amount without prior authorization from the County.

Survey and Study of Existing Emergency Power Loads	$ 8,800.00
Site Investigation for Replacement Equipment	$ 3,000.00
Engineering Design for Replacement Equipment	$43,000.00
Bidding Services	$ 2,000.00
Construction Administration	$ 5,500.00
Reimbursables	$ 1,000.00
TOTAL NOT TO EXCEED AMOUNT	$63,300.00

3.2 PROVIDER shall bill for the Services performed in accordance with this contract.

3.3 PROVIDER shall send all invoices to Tarrant County Facilities Management, 200 Taylor St, Fort Worth, Texas 76196.
3.4 PROVIDER'S invoice shall detail the Services provided;
3.5 PROVIDER'S invoice may include reimbursable expenses such as printing, postage, out of County travel, and additional OAC meetings, etc. related to the Project. Reimbursable expenses will not exceed $1,000.00. Expenses will be invoiced at Actual cost. Supporting receipt documentation must be submitted. All unused allowances will be returned to Tarrant County.
3.6 No travel expenses are included in this contract.

PROVIDER understands that PROVIDER shall be responsible for any other expenses incurred by PROVIDER in performing the Services under this contract.

4.
AGENCY-INDEPENDENT CONTRACTOR

Neither COUNTY nor any employee thereof is an agent of PROVIDER, and neither PROVIDER nor any employee thereof is an agent of COUNTY. This contract does not and shall not be construed to entitle either party or any of their respective employees, if applicable, to any benefit, privilege or other amenities of employment by the other party.

5.
ASSIGNMENT

Neither party may assign, in whole or in part, any interest it may have in this contract without the prior written consent of the other party.

6.
THIRD PARTY BENEFICIARY EXCLUDED

This contract shall not be interpreted to inure to the benefit of a third party not a party to this contract. This contract may not be interpreted to waive any statutory or common law defense, immunity, including governmental and sovereign immunity, or any limitation of liability, responsibility, or damage of any party to this contract, party's agent, or party's employee, otherwise provided by law.

7.
AUDIT OF RECORDS

PROVIDER'S records for this Project are subject to audit by the COUNTY during the term of this contract.

8.
FORM 1295

PROVIDER acknowledges and agrees that it has fully, accurately, and completely disclosed all interested parties in the Form 1295 electronically filed with the Texas Ethics Commission, at https://www.ethics.state.tx.us/filinginfo/1295/, as required by law, and that the attached signed copy attached as Exhibit "B" is a full and true copy of said filed form.

9.

GOVERNMENT CODE COMPLIANCE

9.1 **Boycott of Israel Prohibited**. In compliance with Section 2271.001 et seq. of the Texas Government Code, PROVIDER verifies that neither it nor any of its affiliates currently boycott Israel and neither it nor any of its affiliates will boycott Israel during the term of this contract. "Boycott Israel" is defined in Section 808.001(1) of the Texas Government Code.

9.2 **Scrutinized Business Operations Prohibited**. In compliance with Section 2252.151 et seq. of the Texas Government Code, PROVIDER warrants and represents that: (1) neither PROVIDER nor any of its affiliates engages in scrutinized business operations in Sudan; (2) neither PROVIDER nor any of its affiliates engages in scrutinized business operations in Iran; and (3) neither PROVIDER nor any of its affiliates engages in scrutinized business operations with designated foreign terrorist organizations. "Scrutinized business operations in Sudan" is defined in Section 2270.0052 of the Texas Government Code. "Scrutinized business operations in Iran" is defined in Section 2270.0102 of the Texas Government Code. "Scrutinized business operations with designated foreign terrorist organizations" is defined in Section 2270.0152 of the Texas Government Code. PROVIDER further represents and warrants that neither PROVIDER nor any of its affiliates appears on any of the Texas Comptroller's Scrutinized Companies Lists.

9.3 **Discrimination Against Firearm Entities or Firearm Trade Associations Prohibited**. In compliance with Section 2274.002 of the Texas Government Code, PROVIDER verifies that neither it nor any of its affiliates have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and neither it nor any of its affiliates will discriminate during the term of the contract against a firearm entity or firearm trade association. "Discriminate against a firearm entity or firearm trade association" is defined in Section 2274.001(3).

9.4 **Boycott of Certain Energy Companies Prohibited**. In compliance with Section 2276.002 of the Texas Government Code, PROVIDER verifies that neither it nor any of its affiliates currently boycott energy companies and neither it nor any of its affiliates will boycott energy companies during the term of this contract. "Boycott energy company" is defined in Section 809.001(1) of the Texas Government Code.

10.
COMPLIANCE WITH LAWS

In providing the services required by this contract, PROVIDER must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. PROVIDER shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

11.
GENERAL TERMS

This contract represents the entire understanding of and between the parties and supersedes all prior representations. This contract may not be varied orally, but must be amended by written document of subsequent date duly executed by these parties. This contract shall be governed by the laws of the State of Texas and venue for any action under this contract shall be in the state and federal courts located in Fort Worth, Texas.

12.
TERMINATION

This contract may be terminated by either party by providing written notice to the other party at least thirty (30) days prior to the intended date of termination. Any notice or other writing required by this contract, shall be deemed given when personally delivered or mailed by certified or registered United States mail, return-receipt, postage prepaid, addressed as follows:

COUNTY:
Frank Lopez
Tarrant County Facilities Management
200 Taylor Street, Suite 344
Fort Worth, TX 76196

PROVIDER:
Les Brown, P.E.
Baird, Hampton & Brown
6300 Ridglea Place, Suite 700
Fort Worth, TX 76116

13.
EXECUTION OF AGREEMENT

This contract may be executed in one or more counterparts, each of which will be deemed to be an original copy of this contract, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this contract and of signature pages by electronic transmission shall constitute effective execution and delivery of this contract as to the parties and may be used in lieu of the original contract for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

[Remainder of Page Intentionally Left Blank]

PASSED AND APPROVED on _____.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

PROVIDER:
Baird, Hampton & Brown



Authorized Signature

APPROVED AS TO FORM:

Separate Electronic Signature Page
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

CERTIFICATION OF FUNDS IN THE AMOUNT OF $_____

Separate Electronic Signature Page
Auditor

EXHIBIT A

BAIRD, HAMPTON & BROWN
building partners

April 23, 2026

Mr. Chad Raines
Operations Manager
Tarrant County Facilities Management
200 Taylor Street
Fort Worth, Texas 76196

RE: REVISED PROPOSAL FOR DESIGN AND CONSTRUCTION ADMINISTRATION FOR REPLACEMENT OF (2) EXISTING STROBIC LAB EXHAUST FANS AND (1) EXISTING ROOF MOUNTED OUTSIDE AIR HANDLING UNIT PUBLIC HEALTH FACILITY BUILDING A – BSL3 LAB FORT WORTH, TEXAS

Dear Chad:

After our coordination meeting on April 20, 2026, with the BSL3 Lab Team, we have revised our proposal to provide the mechanical and electrical engineering design for the replacement of (2) existing Strobic Exhaust Fans (Fans A-18A & 18B) and (1) existing 100% Outdoor Air Roof Mounted Air Handling Unit (RTU-A-8) that serve the BSL3 Lab, and are located on the First Floor Roof of the Public Health Facility Building A. If adequate emergency electrical power is available, the replacement Air Handling Unit will also include backup DX cooling and back up electric heat.

This proposal includes Site Investigation, Design, Opinion of Probable Cost, Bidding Services and Construction Administration Services. Commissioning of the new systems will be provided by Others.

Our electrical design to support the new backup cooling and heating loads assumes that there is already adequate space available in existing panelboards. This proposal does not include upgrade of the electrical distribution system capacity to add additional electrical panels.

This proposal also includes a survey and study of the existing emergency power loads in order to determine whether adequate emergency power is available to serve the proposed backup cooling and heating for the replacement Air Handling unit.

We propose to provide the mechanical and electrical engineering design for the referenced project in sufficient detail to receive construction bids from contractors and in sufficient detail to install the systems in accordance with applicable codes. Deliverables will include original drawings (CADD Plots) and specifications prepared for binding separately. Drawings will be sealed by a Registered/Licensed Professional Engineer.

Our Bidding Services will include participation in Pre-Bid Meeting and Bid Evaluation Meeting.

Our Construction Administration will include participation in Pre-Construction Meeting, review of shop drawing submittals, response to construction requests for information and up to (3) site visits during construction to observe the Contractor's progress.

In consideration for the scope described above we propose the following stipulated sum fee:

Survey and Study of Existing Emergency Power Loads	$8,800.00
Site Investigation for Replacement Equipment	$3,000.00
Engineering Design for Replacement Equipment	$43,000.00
Bidding Services	$2,000.00
Construction Administration	$5,500.00
Reimbursables	$1,000.00
Total Fee	$63,300.00

Invoices will be forwarded to your office based upon the percentage of design completed during each billing period and will be due upon receipt of each invoice. Stipulated sum does not include reproduction expenses, other than single copy originals for final drawings. Travel expenses, plotting and reproduction expenses, other than those identified above, will be payable under the same conditions as the stipulated sum.

Our proposal is based on Tarrant County providing the Autocad files of the building floor plans.

If you are in agreement with the scope of work described above and the other terms of this proposal, please issue a Purchase Order for these services. We will consider the receipt of the Purchase Order our notice to proceed.

Thank you for the opportunity to work with you on this project.

Sincerely,

BAIRD, HAMPTON & BROWN, INC.

Les Brown, P.E.

.

EXHIBIT B

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY
CERTIFICATION OF FILING

Certificate Number:
2026-1456848

Date Filed:
05/04/2026

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
Baird, Hampton, and Brown, Inc. (BHB)
Fort Worth, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
Tarrant County

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
BSL3 Lab Equipment
Engineering Services for the Public Health BSL3 Lab Equipment Changeout

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary
Baird, Austin	Grapevine, TX United States	X	
Bost, Ian	Fort Worth, TX United States	X	
Wallace, Chad	Fort Worth, TX United States	X	
Snyder, Jeremy	Fort Worth, TX United States	X	
LaCroix, Joseph	Fort Worth, TX United States	X	
Watters, Richard	Fort Worth, TX United States	X	
Nave, Shannon	Weatherford, TX United States	X	
Strevey, Tracy	Fort Worth, TX United States	X	

5 Check only if there is NO Interested Party. ☐

6 UNSWORN DECLARATION

My name is Jeremy Snyder, and my date of birth is 03/18/1985.

My address is 6300 Ridglea Place, Ste 700, Fort Worth (city), TX (state), 76116 (zip code), USA (country).

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Tarrant County, State of Texas, on the 5 day of May (month), 20 26 (year).

Signature of authorized agent of contracting business entity
(Declarant)

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 4

Department: Facilities Management	**Prepared By:** Misty Foster	**Approved By:** Jon P. Hendrickson

SUBJECT:

Consideration of Amendment No. 2 to the Lease Agreement between Tarrant County and the City of Fort Worth for Space at 350 W. Belknap Street

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 2 to the Lease Agreement between Tarrant County and the City of Fort Worth for space located at 350 W. Belknap Street, Fort Worth, Texas.

BACKGROUND

On April 4, 2017, the Commissioners Court, through Court Order #124880, approved a Lease Agreement with the City of Fort Worth for use of space in the basement of the building located at 350 W. Belknap Street, Fort Worth, Texas.

On December 9, 2025, the Commissioners Court, through Court Order #146482, approved a building renovation of the Records Room located in the basement of the 350 W. Belknap building for use by the City of Fort Worth Magistrate Court, with the existing lease to be amended to include the additional space upon project completion.

The proposed Amendment No. 2 deletes Exhibit #1 from Amendment No. 1 in its entirety and replaces it with Attachment “A” to the Second Amendment.

Except as specifically amended herein, all remaining terms and conditions of the Lease Agreement and subsequent amendments shall remain in full force and effect.

The District Attorney’s Office has approved this amendment as to form.

FISCAL IMPACT

There is no fiscal impact with this request.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT

STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Second Amdt. 350 W. Belknap Lease between CFW and Tarrant - Redline (trh edits 3.3.26) (002).pdf

SECOND AMENDMENT TO LEASE AGREEMENT FOR SPACE AT 350 W. BELKNAP BETWEEN TARRANT COUNTY AND THE CITY OF FORT WORTH

This SECOND AMENDMENT ("Second Amendment") to the original Lease Agreement for space at 350 W. Belknap is made and entered into this _____ day of _____, 2026 by and between Tarrant County, a political subdivision, ("Tarrant") and the City of Fort Worth, Texas, a home-rule municipal corporation ("Fort Worth") (collectively, the "Parties").

This Amendment amends the Lease Agreement (City Secretary Contract No. 49057) (the "Lease"), executed on April 4, 2017, and the subsequent First Amendment to the Lease which was executed on December 31, 2025 ("First Amendment") between the Parties, for a portion of the property located at 350 W. Belknap Street, Fort Worth, Texas.

In and for the consideration of the mutual promises contained herein, the Parties agree to amend the Lease as follows:

1. Exhibit # 1 from the First Amendment is hereby deleted in its entirety and replaced with Attachment "A" to this Second Amendment.

Except as provided herein, the terms defined in this Amendment shall be as defined in the Lease.

The parties agree that all other provisions of the Lease not amended herein, shall remain in full force and effect as they were originally written.

[Signatures on following page]

FORT WORTH:

CITY OF FORT WORTH, TEXAS

By:_____

William Johnson

Assistant City Manager

TARRANT:

TARRANT COUNTY, TEXAS

By:_____

Tim O'Hare

County Judge

APPROVED AS TO FORM
AND LEGALITY FOR FORT WORTH:

By:_____

Thomas R. Hansen

Assistant City Attorney

M&C Number:

APPROVED AS TO FORM FOR TARRANT:

_____

Criminal District Attorney's Office*

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

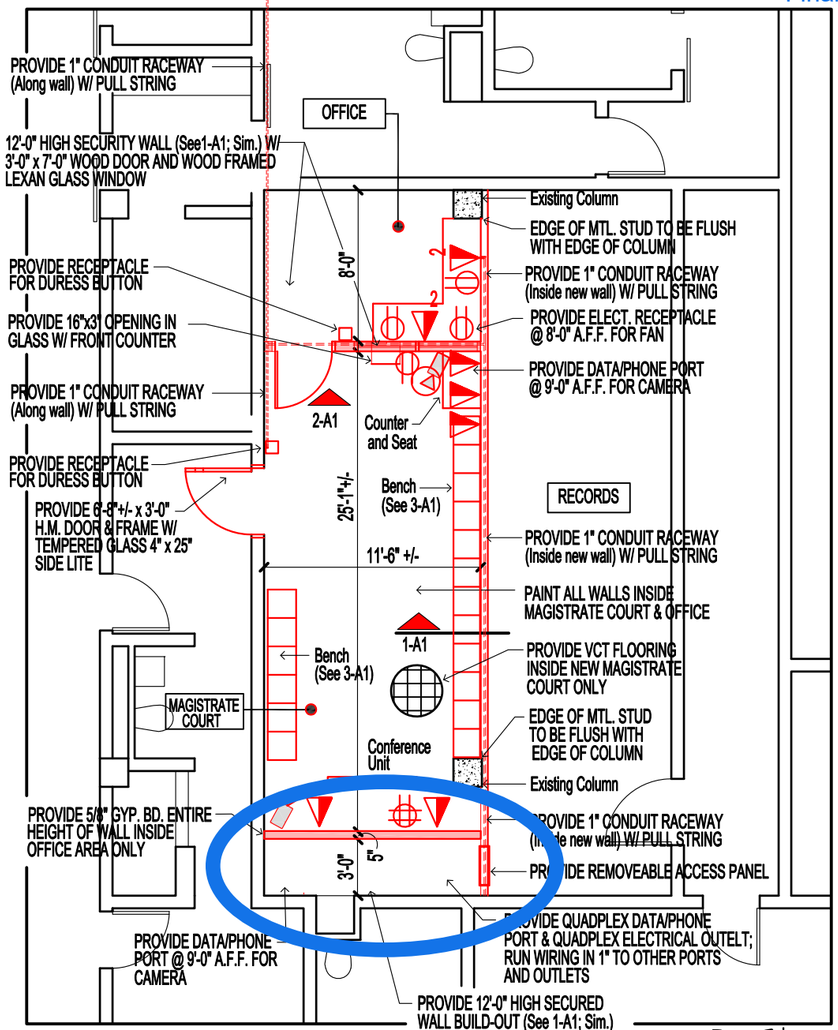
ATTEST:

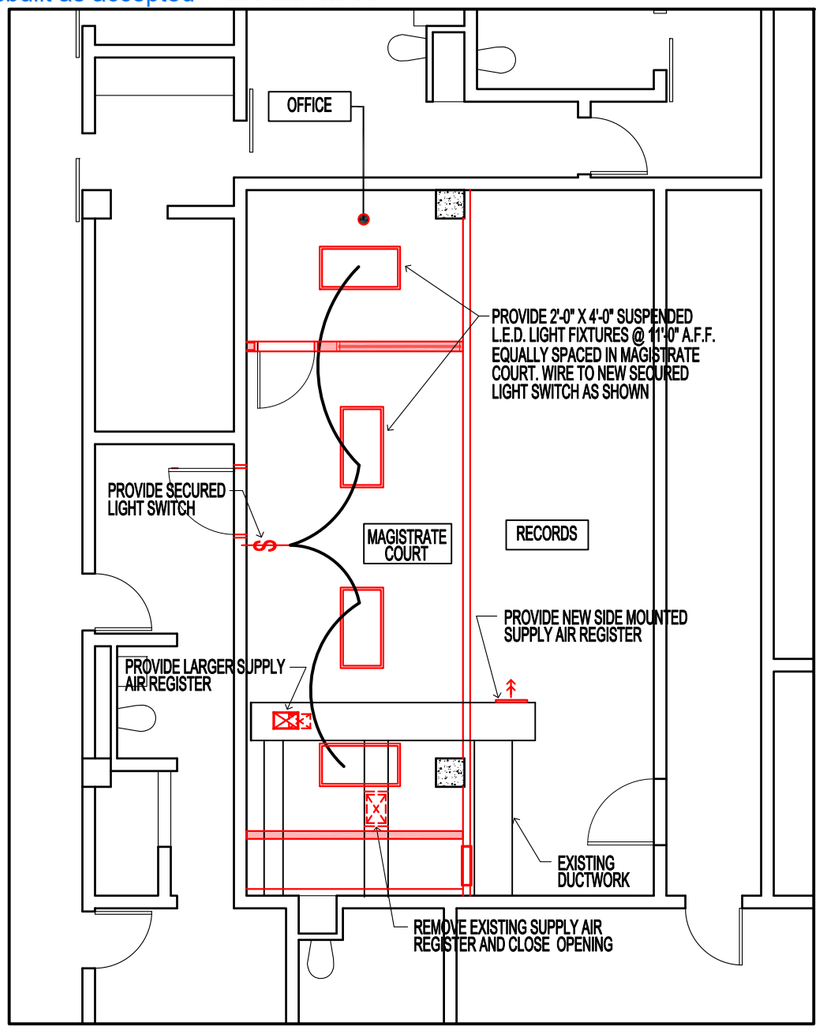
By: _____
Jannette S. Goodall
City Secretary

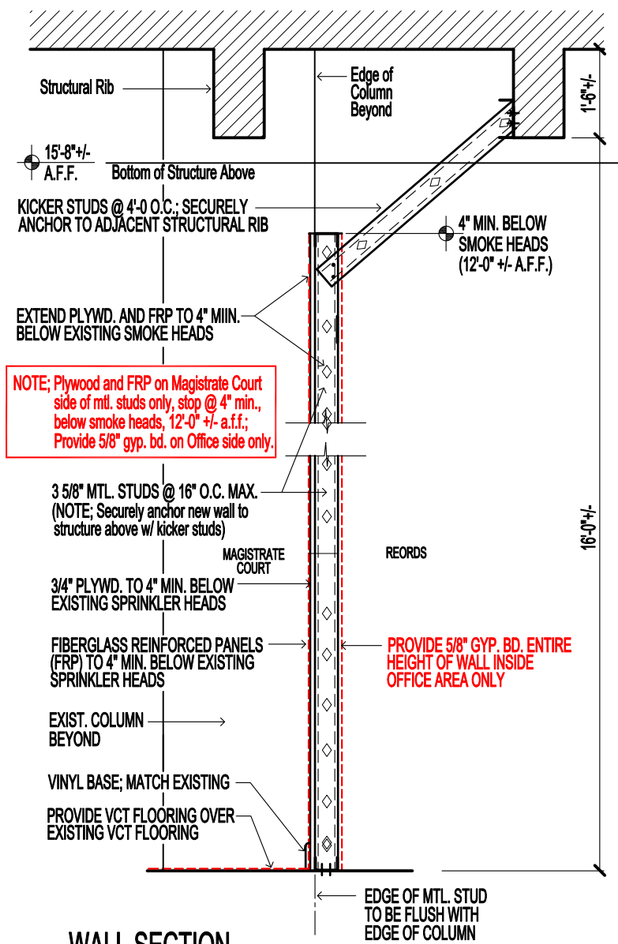
Date: _____

Contract Authorization:
M&C: 26-0032
Date: 1/13/2026

Final Asbuilt as accepted Attachment "A"







UNLESS NOTED, ALL DATA/PHONE PORTS AND ELECTRICAL RECEPTACLES TO BE BE DUPLEX OUTLETS AND MOUNTED @ 18" A.F.F. TO CENTER.

Approved by City of Fort Worth Police Lt. Jason Kim #3759 on March 4th, 2026

FLOOR PLAN

NORTH

SCALE: 1/8"=1'-0"

350 Belknap Building - Basement

REFLECTED CEILING PLAN

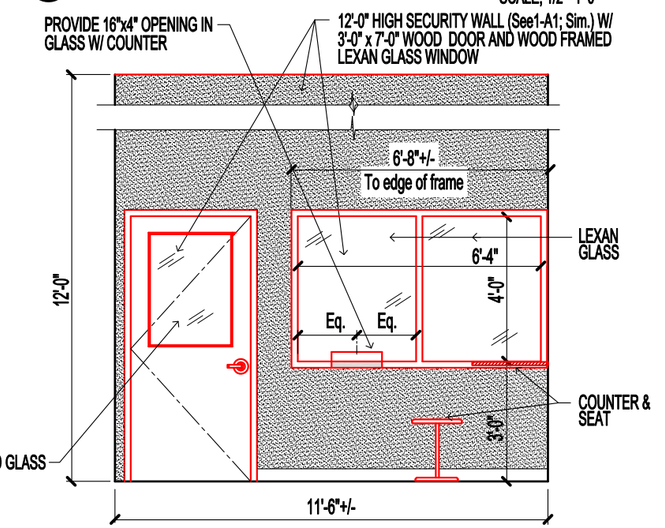
NORTH

SCALE: 1/8"=1'-0"

350 Belknap Building - Basement

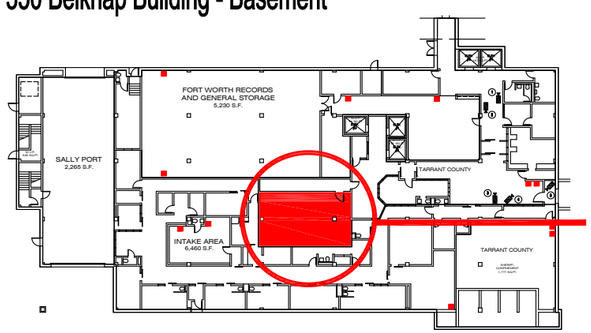
1 WALL SECTION

SCALE; 1/2"=1'-0"



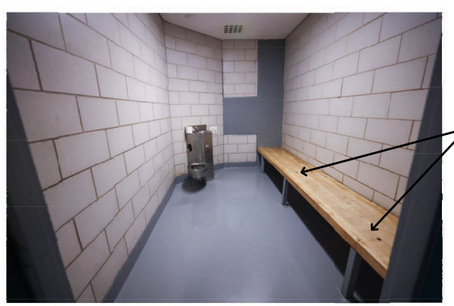
2 WINDOW ELEVATION

SCALE; 1/4"=1'-0"



PROJECT LOCATION

Not To Scale



TYPICAL WOOD BENCH TO BE PROVIDED (2 Total); SEAT AT COUNTER TO BE SIMILAR
(1) 18'-0" in Length, Seats 12
(1) 9'-0" in Lenth, Seats 6

3 TYPICAL BENCH AND SEAT FOR INSTALLATION

Not To Scale

Tarrant County - Facilities Management
Construction Services
100 W. Weatherford St. Room 350
Fort Worth, Texas 76196
p: (817) 884-1502

MAGISTRATE COURT RENOVATION
350 W. BELKNAP - Basement

FLOOR PLAN, REFECTED CEILING PLAN, WALL SECTION, ELEVATION, TYP. BENCH, LOCATION PLAN

DRAWING NUMBER
350 Belknap Mag Crt Wall

DATE: December 6, 2024 (Rev.) 12/18/25;2/20/26

DRAWN BY: H.C.

SHEET NO.
A-1
1 OF 1 SHEETS

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Department: Facilities Management **Prepared By:** Savannah S. Hawk **Approved By:** Jon P. Hendrickson

SUBJECT:

Consideration of Change Order No. 3 to the Fast-Trak Construction, Inc. Construction Services Contract for the Precinct 2 Open Parking Garage Project

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider approval of Change Order No. 3 to the Fast-Trak Construction, Inc. construction services contract for the Precinct 2 Open Parking Garage project.

BACKGROUND

On September 3, 2025, the Commissioners Court, through Court Order #145888, awarded RFP No. F2025172, Construction of Open Parking Garage at Precinct 2, for Facilities Management-Construction Services, to Fast-Trak Construction, Inc. at $1,808,258.38. The purpose of this contract is to hire a qualified construction firm for the construction of a pre-engineered metal building to protect the County's vehicular assets from the elements and comply with County policy. This project requires structural components, electrical, mechanical, plumbing and electronic tradelines

On December 9, 2025, the Commissioners Court, through Court Order #146402, approved Change Order No. 1 to address the realignment of the Precinct 2 water service main associated with the Open Parking Garage project.

On April 14, 2026, the Commissioners Court, through Court Order #146909, approved Change Order No. 2 for additional field modifications associated with the Open Parking Garage project, including paving subgrade revisions, deck ramp modifications, water-filled pier placement, and construction of a compressor room.

Change Order No. 3 decreases the contract by $5,006.93 to finalize project accounting. This change order does not extend the duration of the contract and provides for the following scope of work adjustment:

Proposed Change Order (PCO) #13: Deduct hydroseed scope of work from the contract due to seasonal timing constraints. The hydroseed work may be completed at a later date by Precinct 2, if necessary.
Deduct $5,006.93

Pursuant to the State of Texas Government Code 262.031, the Director of Facilities Management approved this work. The work was approved to prevent schedule delays and possible cost increase impacts to the County related to the construction schedule.

The project has been completed on time and within budget.

FISCAL IMPACT

This reduces the final contract value by $5,006.93 from $1,835,782.53 to $1,830,775.60.

Funding is available in account 45100-2026 Non-Debt Capital/6210200000 Precinct #2 Garage/540000 Capital Outlay.

Original Contract Total	$1,808,258.38
Change Order No. 1	$ 6,970.00
Change Order No. 2	$ 20,554.15
Change Order No. 3	($ 5,006.93)
Revised Contract Total	$1,830,775.60

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Change Order No 3 Backup Docs.pdf

TARRANT COUNTY

DEPARTMENT OF FACILITIES MANAGEMENT

DATE: May 12, 2026

TO: David Story, Project Manager
Fast-Trak Construction

FROM: Jon P. Hendrickson, Facilities Management Director Jon Hendrickson

RE: Precinct #2 – Open Parking Garage – PCO 13

Please be advised that Fast-Trak Construction is authorized to proceed with PCO 13 as presented for the deduction of hydroseed scope from the contract.

This deducted scope of work quoted at a credit of $5,006.93 is now approved to be deducted from the contract and will be formally included within the next change order document. This decreases the contract value by $5,006.93, which can be deducted from the schedule of values once the formal Change Order is processed and updated PO is issued.

The description of work and cost breakdown have been reviewed and found to be acceptable. The Contract Time will be increased by zero (0) days for this work.

FAST-TRAK CONSTRUCTION, INC.

Proposed Change Order Request # 13

To: Tarrant County **5/4/2026**
Attention: Jon Hendrickson
Project Name: Precinct 2 Parking Garage
Project Address: 1203 E Kennedale PKWY Kennedale

From: Andrea Tharel
Fast-Trak Construction

DESCRIPTION OF WORK		COST
PER OWNER | HYDROSEED SCOPE DEDUCTION		
Applicable Drawings / RFI's / Submittals (if any):		
General Conditions: (clerical, insurance, supervision)		
Deduction of hydroseed scope from contract due to time constraints		$ (4,551.75)
		$ -
Subtotal		$ (4,551.75)
Overhead/Profit		$ (455.18)
Sales Tax	8.25%	
Total Price		$ (5,006.93)

This change will increase the schedule by () days. This COR amount is valid for (10) days.

By executing this Change Order Request Form, I indicate my agreement to the work stated above. The cost associated herewith do not include any design and/or construction management fees that will be applicable to this project.

ACCEPTED AND AGREED TO:

By: _____

Dated: _____

2380 Dean Way, Suite 160
Southlake, Texas 76092
www.fasttrakconstruction.com
(214) 638-0525

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 5
Department: HIV Adminsitrative Agency	**Prepared By:** Dulce Lozano	**Approved By:** Lisa McKamie-Muttiah

SUBJECT:

Consideration of Amendment No. 1 to the Fiscal Year 2026-2027 Health Resources and Services Administration Ending the HIV Epidemic: A Plan for America – Ryan White HIV/AIDS Program Parts A and B Notice of Award

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 1 of the FY 2026-2027 Health Resources and Services Administration (HRSA) the Ending the HIV Epidemic: A Plan for America – Ryan White HIV/AIDS Program Parts A and B (EHE) Notice of Award (NOA) in the amount of $1,450,000.00.

BACKGROUND

Tarrant County is one of forty-eight (48) counties in the United States selected by HRSA to receive EHE funding to end the HIV epidemic. Tarrant County was selected based on the number of new HIV transmissions and is in the sixth (7th) year of receiving EHE funding.

On March 10, 2026, the Commissioners Court, through Court Order #146781, approved the FY 2026-2027 HRSA EHE NOA for partial funding in the amount of $550,000.00.

With the approval of Amendment No. 1 to the FY 2026-2027 HRSA EHE NOA, grant funding will increase by $1,450,000.00, for a total award of $2,000,000.00.

The EHE project period is March 1, 2025, through February 28, 2030. The grant budget period will remain March 1, 2026, through February 28, 2027.

The Criminal District Attorney's Office has reviewed this document as to form.

FISCAL IMPACT

All associated costs will be paid from grant fund allocations in E0024-2027.

Administrative funding: $145,500.00 (Paid by EHE)

No match is required, or operating subsidy required.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

EHE FY26-27 Notice of Award (Amendment No. 1)

Department of Health and Human Services
Health Resources and Services Administration

Notice of Award
FAIN# UT833961
Federal Award Date: 05/12/2026

Recipient Information

1. Recipient Name
TARRANT COUNTY HEALTH DEPARTMENT
2300 Circle Dr Ste 2306
Fort Worth, TX 76119-8134

2. Congressional District of Recipient
33

3. Payment System Identifier (ID)
1756001170A1

4. Employer Identification Number (EIN)
756001170

5. Data Universal Numbering System (DUNS)
068365220

6. Recipient's Unique Entity Identifier
DBH1UNN8U5J3

7. Project Director or Principal Investigator
Lisa Muttiah
lmuttiah@tarrantcountytx.gov
(817)370-4527

8. Authorized Official
Tim O'Hare
countyjudgegrants@tarrantcountytx.gov
(817)884-1040

Federal Agency Information

9. Awarding Agency Contact Information
Toni Hines
Office of Federal Assistance Management (OFAM)
Division of Grants Management Office (DGMO)
thines@hrsa.gov
(301) 443-1665

10. Program Official Contact Information
Chau D Nguyen
Project Officer
HIV/AIDS Bureau (HAB)
cnguyen1@hrsa.gov
(301) 443-5785

Federal Award Information

11. Award Number
6 UT8HA33961-07-01

12. Unique Federal Award Identification Number (FAIN)
UT833961

13. Statutory Authority
42 U.S.C. § 243(c); 300ff-11 et seq.

14. Federal Award Project Title
Ending the HIV Epidemic: A Plan for America — Ryan White HIV/AIDS Program Parts A and B

15. Assistance Listing Number
93.686

16. Assistance Listing Program Title
Ending the HIV Epidemic: A Plan for America — Ryan White HIV/AIDS Program Parts A and B

17. Award Action Type
Administrative

18. Is the Award R&D?
No

Summary Federal Award Financial Information

19. Budget Period Start Date 03/01/2026 - End Date 02/28/2027	
20. Total Amount of Federal Funds Obligated by this Action	$1,450,000.00
20a. Direct Cost Amount	
20b. Indirect Cost Amount	$0.00
21. Authorized Carryover	$0.00
22. Offset	$0.00
23. Total Amount of Federal Funds Obligated this budget period	$2,000,000.00
24. Total Approved Cost Sharing or Matching, where applicable	$0.00
25. Total Federal and Non-Federal Approved this Budget Period	$2,000,000.00
26. Project Period Start Date 03/01/2025 - End Date 02/28/2030	
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period	$4,808,351.00

28. Authorized Treatment of Program Income
Addition

29. Grants Management Officer – Signature
Inge Cooper on 05/12/2026

30. Remarks

A printer version document only. The document may contain some accessibility challenges for the screen reader users. To access same information, a fully 508 compliant accessible HTML version is available on the HRSA Electronic Handbooks. If you need more information, please contact HRSA contact center at 877-464-4772, 8 am to 8 pm ET, weekdays.

HRSA
Health Resources & Services Administration

Notice of Award
Award Number: 6 UT8HA33961-07-01
Federal Award Date: 05/12/2026

HIV/AIDS Bureau (HAB)

31. APPROVED BUDGET: (Excludes Direct Assistance)

[X] Grant Funds Only

[ ] Total project costs including grant funds and all other financial participation

a.	Salaries and Wages:	$0.00
b.	Fringe Benefits:	$0.00
c.	Total Personnel Costs:	$0.00
d.	Consultant Costs:	$0.00
e.	Equipment:	$0.00
f.	Supplies:	$0.00
g.	Travel:	$0.00
h.	Construction/Alteration and Renovation:	$0.00
i.	Other:	$2,000,000.00
j.	Consortium/Contractual Costs:	$0.00
k.	Trainee Related Expenses:	$0.00
l.	Trainee Stipends:	$0.00
m.	Trainee Tuition and Fees:	$0.00
n.	Trainee Travel:	$0.00
o.	TOTAL DIRECT COSTS:	$2,000,000.00
p.	INDIRECT COSTS (Rate: % of S&W/TADC):	$0.00
	i. Indirect Cost Federal Share:	$0.00
	ii. Indirect Cost Non-Federal Share:	$0.00
q.	TOTAL APPROVED BUDGET:	$2,000,000.00
	i. Less Non-Federal Share:	$0.00
	ii. Federal Share:	$2,000,000.00

32. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:

a.	Authorized Financial Assistance This Period	**$2,000,000.00**
b.	Less Unobligated Balance from Prior Budget Periods	
	i. Additional Authority	$0.00
	ii. Offset	$0.00
c.	Unawarded Balance of Current Year's Funds	$0.00
d.	Less Cumulative Prior Award(s) This Budget Period	$550,000.00
e.	AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	**$1,450,000.00**

33. RECOMMENDED FUTURE SUPPORT:
(Subject to the availability of funds and satisfactory progress of project)

YEAR	TOTAL COSTS
08	$2,000,000.00
09	$2,000,000.00
10	$2,000,000.00

34. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash)

a. Amount of Direct Assistance	$0.00
b. Less Unawarded Balance of Current Year's Funds	$0.00
c. Less Cumulative Prior Award(s) This Budget Period	$0.00
d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION	**$0.00**

35. FORMER GRANT NUMBER

36. OBJECT CLASS
41.15

37. BHCMIS#

38. THIS AWARD IS BASED ON THE APPLICATION APPROVED BY HRSA FOR THE PROJECT NAMED IN ITEM 14. FEDERAL AWARD PROJECT TITLE AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE AS:
a. The program authorizing statue and program regulation cited in this Notice of Award; b. Conditions on activities and expenditures of funds in certain other applicable statutory requirements, such as those included in appropriations restrictions applicable to HRSA funds; c. 45 CFR Part 75; d. National Policy Requirements and all other requirements described in the HHS Grants Policy Statement; e. Federal Award Performance Goals; and f. The Terms and Conditions cited in this Notice of Award. In the event there are conflicting or otherwise inconsistent policies applicable to the award, the above order of precedence shall prevail. Recipients indicate acceptance of the award, and terms and conditions by obtaining funds from the payment system.

39. ACCOUNTING CLASSIFICATION CODES

FY-CAN	CFDA	DOCUMENT NUMBER	AMT. FIN. ASST.	AMT. DIR. ASST.	SUB PROGRAM CODE	SUB ACCOUNT CODE
26 - 377ACGR	93.914	25UT8HA33961	$1,450,000.00	$0.00	N/A	25UT8HA33961

HRSA Electronic Handbooks (EHBs) Registration Requirements

The Project Director of the grant (listed on this NoA) and the Authorizing Official of the grantee organization are required to register (if not already registered) within HRSA's Electronic Handbooks (EHBs). Registration within HRSA EHBs is required only once for each user for each organization they represent. To complete the registration quickly and efficiently we recommend that you note the 10-digit grant number from box 4b of this NoA. After you have completed the initial registration steps (i.e.,created an individual account and associated it with the correct grantee organization record), be sure to add this grant to your portfolio. This registration in HRSA EHBs is required for submission of noncompeting continuation applications. In addition, you can also use HRSA EHBs to perform other activities such as updating addresses, updating email addresses and submitting certain deliverables electronically. Visit https://grants3.hrsa.gov/2010/WebEPSExternal/Interface/common/accesscontrol/login.aspx to use the system. Additional help is available online and/or from the HRSA Call Center at 877-Go4-HRSA/877-464-4772.

Terms and Conditions

Failure to comply with the remarks, terms, conditions, or reporting requirements may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.

Grant Specific Condition(s)

1. **Due Date: Within 45 Days of Award Release Date**
   Within 45 days of this notice, submit for approval a revised SF424A, line item budget, budget narrative justification, and work plan to reflect the activities supported by this award and the total funds awarded. Work plan must include two innovative activities per the Notice of Funding Opportunity Announcement. The line-item budget must be formatted so that costs for each line item are divided by the approved activities.

Program Specific Term(s)

1. This Notice of Award provides the balance of fiscal year 2026 (FY26) funding based on HRSA's FY26 appropriations and budget allocations. All previously conveyed terms and conditions remain in effect unless specifically removed.
2. HRSA HIV/AIDS Bureau recipients must comply with all applicable local, state, and federal laws as a condition of receiving a Ryan White HIV/AIDS Program award. Recipients are responsible for ensuring subrecipients, contractors, and partners also comply.
3. If applicable, recipients must submit the Tangible Personal Property Report (TPPR) (SF-428) and any related forms. The report must be submitted within 120 days after the project period ends. Recipients are required to report all equipment with an acquisition cost of $10,000 or more per unit acquired by the recipient with award funds. TPPRs must be submitted electronically through HRSA EHBs.

Reporting Requirement(s)

1. **Due Date: Within 90 Days of Award Release Date**
   The recipient must submit an annual Initiative Allocation Report.

Failure to comply with these reporting requirements will result in deferral or additional restrictions of future funding decisions.

All prior terms and conditions remain in effect unless specifically removed.

Contacts

NoA Email Address(es):

Name	Role	Email
Lisa Muttiah	Program Director	lmuttiah@tarrantcountytx.gov
Tim O'hare	Authorizing Official	countyjudgegrants@tarrantcountytx.gov

Note: NoA emailed to these address(es)

All submissions in response to conditions and reporting requirements (with the exception of the FFR) must be submitted via EHBs. Submissions for Federal Financial Reports (FFR) must be completed in the Payment Management System (https://pms.psc.gov/).

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 6
Department: HIV Adminsitrative Agency	**Prepared By:** Dulce Lozano	**Approved By:** Lisa McKamie-Muttiah

SUBJECT:

Consideration of Amendment No. 1 to the Fiscal Year 2026-2027 Health Resources and Services Administration Ryan White Treatment Extension Act Part A Notice of Award

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 1 to the FY 2026-2027 Health Resources and Services Administration (HRSA) Ryan White Treatment Extension Act Part A (Part A) Notice of Award (NOA) in the amount of $4,173,828.00.

BACKGROUND

Tarrant County has been awarded funding since 1996 under the Ryan White HIV/AIDS Program (RWHAP) Part A HIV Emergency Relief Grant Program. The purpose of this program is to provide direct financial assistance to the Fort Worth/Arlington Transitional Grant Area (TGA), which is severely affected by the HIV epidemic. The RWHAP allows the TGA to develop and enhance access to a comprehensive continuum of high-quality, community-based care for people with HIV who are low-income through the provision of formula, supplemental, and Minority AIDS Initiative (MAI) funds. The goal is to provide optimal HIV care and treatment for people with HIV who are low-income, uninsured, and underserved, to improve their medical outcomes. Tarrant County HIV Administrative Agency administers the grant funding and subcontracts with community organizations to deliver high-quality services.

On February 10, 2025, the Commissioners Court, through Court Order #146656, approved the FY 2026-2027 HRSA Part A NOA for partial funding in the amount of $1,639,132.00.

With the approval of Amendment No. 1 to the FY 2026-2027 HRSA Part A NOA, grant funding will increase by $4,173,828.00, for a total of $5,812,960.00.

The Ryan White Part A project period is March 1, 2025, through February 29, 2028. The grant budget period will remain March 1, 2026, through February 28, 2027. It is anticipated that Tarrant County will receive full funding in the amount of $5,922,813.00.

The Criminal District Attorney's Office has reviewed this document as to form.

FISCAL IMPACT

All associated costs will be paid from grant fund allocations in E0028-2027.

Anticipated Administrative Funding: $417,382.00 (paid by Ryan White Part A)

No match or operating subsidy required.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Part A FY26-27 Notice of Award (Amendment No. 1)

Department of Health and Human Services
Health Resources and Services Administration

Notice of Award
FAIN# H8900047
Federal Award Date: 05/13/2026

Recipient Information

1. Recipient Name
TARRANT COUNTY HEALTH DEPARTMENT
100 E Weatherford St
Fort Worth, TX 76196-0206

2. Congressional District of Recipient
12

3. Payment System Identifier (ID)
1756001170A1

4. Employer Identification Number (EIN)
756001170

5. Data Universal Numbering System (DUNS)
068365220

6. Recipient's Unique Entity Identifier
DBH1UNN8U5J3

7. Project Director or Principal Investigator
Lisa Muttiah
HIV Administrative Agency Grants Manager
lmuttiah@tarrantcountytx.gov
(837)370-4528

8. Authorized Official
Tim O'Hare
countyjudgegrants@tarrantcountytx.gov
(817)884-1040

Federal Agency Information

9. Awarding Agency Contact Information
Patryce Peden
Grants Management Specialist
Office of Federal Assistance Management (OFAM)
Division of Grants Management Office (DGMO)
ppeden@hrsa.gov
(301) 443-2277

10. Program Official Contact Information
Jonathon Fenner
HIV/AIDS Bureau (HAB)
jfenner@hrsa.gov
(301) 443-4251

Federal Award Information

11. Award Number
6 H89HA00047-31-01

12. Unique Federal Award Identification Number (FAIN)
H8900047

13. Statutory Authority
42 U.S.C. § 300ff-11-20 and § 300ff-121

14. Federal Award Project Title
HIV EMERGENCY RELIEF PROJECT GRANTS

15. Assistance Listing Number
93.914

16. Assistance Listing Program Title
HIV Emergency Relief Project Grants

17. Award Action Type
Administrative

18. Is the Award R&D?
No

Summary Federal Award Financial Information

19. Budget Period Start Date 03/01/2026 - End Date 02/28/2027	
20. Total Amount of Federal Funds Obligated by this Action	$4,173,828.00
20a. Direct Cost Amount	
20b. Indirect Cost Amount	$0.00
21. Authorized Carryover	$0.00
22. Offset	$0.00
23. Total Amount of Federal Funds Obligated this budget period	$5,812,960.00
24. Total Approved Cost Sharing or Matching, where applicable	$0.00
25. Total Federal and Non-Federal Approved this Budget Period	$5,812,960.00
26. Project Period Start Date 03/01/2025 - End Date 02/29/2028	
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period	$11,701,754.00

28. Authorized Treatment of Program Income
Addition

29. Grants Management Officer – Signature
Adejumoke Oladele on 05/13/2026

30. Remarks

This award includes the following sources of funding:
FY24 Formula - $52,586
FY26 MAI - $472,223
FY26 Formula - $3,466,940
FY26 Supplemental - $1,821,211
Total FY26 Award - $5,812,960

A printer version document only. The document may contain some accessibility challenges for the screen reader users. To access same information, a fully 508 compliant accessible HTML version is available on the HRSA Electronic Handbooks. If you need more information, please contact HRSA contact center at 877-464-4772, 8 am to 8 pm ET, weekdays.

HRSA
Health Resources & Services Administration

Notice of Award
Award Number: 6 H89HA00047-31-01
Federal Award Date: 05/13/2026

HIV/AIDS Bureau (HAB)

31. APPROVED BUDGET: (Excludes Direct Assistance)

[X] Grant Funds Only

[ ] Total project costs including grant funds and all other financial participation

a.	Salaries and Wages:	$0.00
b.	Fringe Benefits:	$0.00
c.	Total Personnel Costs:	$0.00
d.	Consultant Costs:	$0.00
e.	Equipment:	$0.00
f.	Supplies:	$0.00
g.	Travel:	$0.00
h.	Construction/Alteration and Renovation:	$0.00
i.	Other:	$0.00
j.	Consortium/Contractual Costs:	$0.00
k.	Trainee Related Expenses:	$0.00
l.	Trainee Stipends:	$0.00
m.	Trainee Tuition and Fees:	$0.00
n.	Trainee Travel:	$0.00
o.	TOTAL DIRECT COSTS:	$5,812,960.00
p.	INDIRECT COSTS (Rate: % of S&W/TADC):	$0.00
	i. Indirect Cost Federal Share:	$0.00
	ii. Indirect Cost Non-Federal Share:	$0.00
q.	TOTAL APPROVED BUDGET:	$5,812,960.00
	i. Less Non-Federal Share:	$0.00
	ii. Federal Share:	$5,812,960.00

32. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:

a.	Authorized Financial Assistance This Period	**$5,812,960.00**
b.	Less Unobligated Balance from Prior Budget Periods	
	i. Additional Authority	$0.00
	ii. Offset	$0.00
c.	Unawarded Balance of Current Year's Funds	$0.00
d.	Less Cumulative Prior Award(s) This Budget Period	$1,639,132.00
e.	AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	**$4,173,828.00**

33. RECOMMENDED FUTURE SUPPORT:
(Subject to the availability of funds and satisfactory progress of project)

YEAR	TOTAL COSTS
32	$5,812,960.00

34. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash)

a. Amount of Direct Assistance	$0.00
b. Less Unawarded Balance of Current Year's Funds	$0.00
c. Less Cumulative Prior Award(s) This Budget Period	$0.00
d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION	**$0.00**

35. FORMER GRANT NUMBER
BRH890047

36. OBJECT CLASS
41.15

37. BHCMIS#

38. THIS AWARD IS BASED ON THE APPLICATION APPROVED BY HRSA FOR THE PROJECT NAMED IN ITEM 14. FEDERAL AWARD PROJECT TITLE AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE AS:
a. The program authorizing statue and program regulation cited in this Notice of Award; b. Conditions on activities and expenditures of funds in certain other applicable statutory requirements, such as those included in appropriations restrictions applicable to HRSA funds; c. 45 CFR Part 75; d. National Policy Requirements and all other requirements described in the HHS Grants Policy Statement; e. Federal Award Performance Goals; and f. The Terms and Conditions cited in this Notice of Award. In the event there are conflicting or otherwise inconsistent policies applicable to the award, the above order of precedence shall prevail. Recipients indicate acceptance of the award, and terms and conditions by obtaining funds from the payment system.

39. ACCOUNTING CLASSIFICATION CODES

FY-CAN	CFDA	DOCUMENT NUMBER	AMT. FIN. ASST.	AMT. DIR. ASST.	SUB PROGRAM CODE	SUB ACCOUNT CODE
26 - 377RA34	93.914	26H89HA00047	$1,961,712.00	$0.00	FRML	26H89HA00047
24 - 377RA16	93.914	26H89HA00047	$52,586.00	$0.00	FRML	26H89HA00047
26 - 377RA35	93.914	26H89HA00047	$1,821,211.00	$0.00	SUPPL	26H89HA00047
26 - 377RA33	93.914	26H89HA00047	$338,319.00	$0.00	MAI	26H89HA00047

HRSA Electronic Handbooks (EHBs) Registration Requirements

The Project Director of the grant (listed on this NoA) and the Authorizing Official of the grantee organization are required to register (if not already registered) within HRSA's Electronic Handbooks (EHBs). Registration within HRSA EHBs is required only once for each user for each organization they represent. To complete the registration quickly and efficiently we recommend that you note the 10-digit grant number from box 4b of this NoA. After you have completed the initial registration steps (i.e.,created an individual account and associated it with the correct grantee organization record), be sure to add this grant to your portfolio. This registration in HRSA EHBs is required for submission of noncompeting continuation applications. In addition, you can also use HRSA EHBs to perform other activities such as updating addresses, updating email addresses and submitting certain deliverables electronically. Visit https://grants3.hrsa.gov/2010/WebEPSExternal/Interface/common/accesscontrol/login.aspx to use the system. Additional help is available online and/or from the HRSA Call Center at 877-Go4-HRSA/877-464-4772.

Terms and Conditions

Failure to comply with the remarks, terms, conditions, or reporting requirements may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.

Grant Specific Term(s)

1. In accordance with 2 CFR § 200.305, payments to the recipient and any subrecipients must be made in advance, provided the recipient maintains financial management systems that comply with applicable federal standards.
   The recipient must adhere to the following requirements:
   1) Written Procedures: The recipient must maintain written procedures designed to minimize the time elapsing between the transfer of funds from the Federal Government and the disbursement of such funds for program purposes.
   2) Immediate Cash Requirements: Advance payments must be limited to the minimum amounts necessary to meet the recipient's actual and immediate cash requirements for carrying out the approved program or project.
2. This Notice of Award provides the offset of an unobligated balance in the amount of $52,586 from the 03/01/2024 - 02/28/2025 budget period to the current budget period. Please be advised that if the final resolution of the audit determines that the unobligated balance of Federal Funds is incorrect, HRSA is not obligated to make additional Federal Funds available to cover the shortfall.

Program Specific Term(s)

1. This Notice of Award provides the balance of fiscal year 2026 (FY26) funding based on HRSA's FY26 appropriations and budget allocations. All previously conveyed terms and conditions remain in effect unless specifically removed.
2. HRSA HIV/AIDS Bureau recipients must comply with all applicable local, state, and federal laws as a condition of receiving a Ryan White HIV/AIDS Program award. Recipients are responsible for ensuring subrecipients, contractors, and partners also comply.

Reporting Requirement(s)

1. **Due Date: Within 60 Days of Award Issue Date**
   The recipient must submit a FY26 Program Terms Report no later than 60 days after the receipt of the final award, consistent with reporting guidelines, instructions, and/or reporting templates provided in the HRSA EHBs.

Failure to comply with these reporting requirements will result in deferral or additional restrictions of future funding decisions.

All prior terms and conditions remain in effect unless specifically removed.

Contacts

NoA Email Address(es):

Name	Role	Email
Lisa Muttiah	Program Director	lmuttiah@tarrantcountytx.gov
Tim O'hare	Authorizing Official	countyjudgegrants@tarrantcountytx.gov

Note: NoA emailed to these address(es)

All submissions in response to conditions and reporting requirements (with the exception of the FFR) must be submitted via EHBs. Submissions for Federal Financial Reports (FFR) must be completed in the Payment Management System (https://pms.psc.gov/).

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 5
Department: HIV Adminsitrative Agency	**Prepared By:** Dulce Lozano	**Approved By:** Lisa McKamie-Muttiah

SUBJECT:

Consideration of Amendment No. 1 to the Fiscal Year 2026-2027 Health Resources and Services Administration Ryan White Treatment Extension Act Part A Provider Contract with Grantee Payer Services, Inc.

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 1 to the Fiscal Year 2026-2027 Health Resources and Services Administration (HRSA) Ryan White Treatment Extension Act Part A (Part A) provider contract with Grantee Payer Services, Inc. (GPS).

BACKGROUND

Tarrant County has been awarded funding since 1996 under the Ryan White HIV/AIDS Program (RWHAP) Part A HIV Emergency Relief Grant Program. The purpose of this program is to provide direct financial assistance to the Fort Worth/Arlington Transitional Grant Area (TGA), which is severely affected by the HIV epidemic. The RWHAP allows the TGA to develop and enhance access to a comprehensive continuum of high-quality, community-based care for people with HIV who are low-income through the provision of formula, supplemental, and Minority AIDS Initiative (MAI) funds. The goal is to provide optimal HIV care and treatment for people with HIV who are low-income, uninsured, and underserved, to improve their medical outcomes. Tarrant County HIV Administrative Agency administers the grant funding and subcontracts with community organizations to deliver high-quality services.

GPS administers health insurance payment assistance programs, this includes premium and copay administration, insurance enrollment, reporting, and status tracking. This contract will support Health Insurance Premium and Cost Sharing Assistance services for people living with HIV.

On February 10, 2026, the Commissioners Court, through Court Order #146656, approved the FY 2026-2027 Ryan White Part A Notice of Award (NOA) for partial funding in the amount of $1,639,132.00.

On March 10, 2026, the Commissioners Court, through Court Order #146783, approved the FY 2026-2027 contract with GPS not to exceed $171,049.00.

With approval of Amendment No. 1 to the provider contract, funding will increase in the Health Insurance Premium & Cost Sharing Assistance service category by $513,463.00, for a total of $684,512.00.

The Part A project period is March 1, 2025, through February 29, 2028. The grant budget period is March 1, 2026, through February 28, 2027.

The recommended contract is as follows:

GPS – Total reimbursement shall not exceed $684,512.00

The Criminal District Attorney's Office has reviewed these documents as to form.

FISCAL IMPACT

All associated costs will be paid from grant allocations as follows:

Part A Funding: Grant-2004 E0028-2027 Health Resources and Services Administration (HRSA) Ryan White Treatment Extension Act Part A (Part A) /1132200000 HIV Subrecipients /569011 Professional Services – net impact: $513,463.00

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Part A FY26-27 Amendment No. 1 (GPS)

Amendment No. 1
RYAN WHITE PART A, Grantee Payer Services, Inc., HRSA No. 5 H89HA00047-31-00
March 1, 2026, through February 28, 2027

1. Scope of Services

Grantee Payer Services, Inc. accepts this Amendment and will revise the Work Plan to fulfill the Amendment's goals. Total funding, including this Amendment is $684,512.00. The following contract amount changed:

Increase	Part A	$513,463.00	Health Insurance Premium & Cost Sharing Assistance for a total of $684,512.00

PART A FY 26-27 (03/01/26-02/28/27)	CURRENT BUDGET			REVISED BUDGET		
Service Categories	**$ Amount**	**# Clients**	**# Units**	**$ Amount**	**# Clients**	**# Units**
Health Insurance Premium & Cost Sharing Assistance	$ 171,049.00	70	350	$ 684,512.00	205	1,922

2. Special Provisions

PART A FY 26-27 (03/01/26-02/28/27)		
Budget Line Item	**Current Budget**	**Revised Budget**
Personnel	$ -	$ -
Fringe	$ -	$ -
Travel	$ -	$ -
Equipment	$ -	$ -
Supplies	$ -	$ -
Contractual	$ -	$ -
Other	$ 171,049.00	$ 684,512.00
Total Part A FY 26-27 Budget	$ 171,049.00	$ 684,512.00

Total Reimbursements will not exceed $684,512.00, of which ten percent (10%) may be used for administrative costs.

3. Cost

The COUNTY will pay up to $684,512.00 pursuant to this Contract; based on the availability of federal funding. COUNTY will pay within thirty (30) days of invoice receipt when the PROVIDER satisfies the following conditions:

3.1 PROVIDER will bill for services performed under this contract;
3.2 PROVIDER will bill at the following rate per one unit;

- For each premium payment processed, GPS will charge $24.50 per individual payment per month
- For each copayment processed, GPS will charge $24.50 per individual payment per month
- For each deductible payment processed, GPS will charge $24.50 per individual payment per month
- For each client enrollment completed, GPS will charge no fees

Grantee Payer Services, Inc.
8281 Goodwood Blvd.
Baton Rouge, LA 70806
ATTN: Grants and Contracts

By: _____

Title: COO

Date: 6/1/2026

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TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 5
Department: HIV Adminsitrative Agency	**Prepared By:** Dulce Lozano	**Approved By:** Lisa McKamie-Muttiah

SUBJECT:

Consideration of Amendment No. 1 to the Fiscal Year 2025-2026 Health Resources and Services Administration Ryan White Part D Provider Contract with Mothers' Milk Bank of North Texas

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 1 to the Fiscal Year 2025-2026 Health Resources and Services Administration (HRSA) Ryan White Part D (Part D) provider contract with Mothers' Milk Bank of North Texas (MMBNT).

BACKGROUND

Tarrant County receives annual grant funding from HRSA to provide a variety of essential core and support services for people living with HIV. The HRSA Ryan White Part D grant funding is used for the provision of family-centered care involving outpatient and ambulatory care for women, infant, children, and youth living with HIV/AIDS in the Fort Worth/Arlington Transitional Grant Area (TGA) which includes the counties of Tarrant, Hood, Johnson, and Parker. Tarrant County HIV Administrative Agency administers the grant funding and subcontracts with community organizations to deliver high-quality services.

Mothers' Milk Bank of North Texas provides human breast milk to infants at risk of HIV perinatal transmission for the first six (6) weeks of life. Tarrant County has been contracting with Mothers' Milk bank since 2016 for the provision of human breast milk.

On September 03, 2025, Commissioners Court, through Court Order #145926, approved the FY 2025-2026 HRSA Part D provider contract with MMBNT in the amount of $14,000.00.

With approval of Amendment No. 1 to the vendor contract, funding will increase by $6,000.00 for a total of $20,000.00.

The Part D project period is August 1, 2022, through July 31, 2026. The grant budget period is August 1, 2025, through July 31, 2026.

The recommended contract is as follows:

MMBNT – Total reimbursements shall not exceed $20,000.00

The District Attorney's Office has reviewed this document as to form.

FISCAL IMPACT

All associated costs will be paid from grant allocations as follows:

Part D Funding: Grant-2004 E0025-2026 Health Resources and Services Administration (HRSA) Ryan White Part D (Part D) /1132200000 HIV Subrecipients /569011 Professional Services – net impact: $6,000.00

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Part D FY25-26 (MMBNT) Amendment No. 1

Amendment No. 1
RYAN WHITE PART D, Mothers' Milk Bank of North Texas, Inc., HRSA No. 6 H12HA24819-13-01
August 1, 2025, through July 31, 2026

1. Scope of Services

Mothers' Milk Bank of North Texas accepts this Amendment and will revise the Work Plan to fulfill the Amendment's goals. Total funding, including this Amendment is $20,000.00. The following contract amount changed:

Increase	Part D	$6,000.00	Human Milk for HIV exposed infants for a total $20,000.00

2. Cost

The COUNTY will pay up to $20,000.00 pursuant to this Contract. COUNTY will pay within thirty (30) days of invoice receipt when the PROVIDER satisfies the following conditions:

2.1 PROVIDER will bill for services performed under this contract;
2.2 PROVIDER will send invoices to Tarrant County, HIV Administrative Agency, 2300 Circle Drive, Suite 2306, Fort Worth, Texas 76119; or to TCAAFinancial@tarrantcountytx.gov
2.3 PROVIDER will bill at the rate of $20.00 per 200ml of human milk; one 200ml of human milk equals one unit of service;
2.4 PROVIDER will bill at the rate of $20.00 per shipment for dry ice and shipping container;
2.5 Bill will be submitted monthly by the 22nd of each month, in an agreed upon format, in months when expenses are incurred.

Remainder of page intentionally left blank

MOTHER'S MILK BANK OF NORTH TEXAS
7617 Benbrook Parkway
Fort Worth, Texas 76126

By: Shaina Starks

Title: Executive Director

Date: 5/21/2026

Remainder of page intentionally left blank

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 7
Department: HIV Adminsitrative Agency	**Prepared By:** Dulce Lozano	**Approved By:** Lisa McKamie-Muttiah

SUBJECT:

Consideration of Amendment No. 1 to the Fiscal Year 2026 Health Resources and Services Administration Ryan White Treatment Extension Act Part C Subrecipient Contract with CAN Community Health Inc.

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 1 to the FY 2026 Health Resources and Services Administration (HRSA) Ryan White Treatment Extension Act Part C (Part C) subrecipient contract with CAN Community Health Inc. (CAN).

BACKGROUND

Tarrant County receives annual grant funding from HRSA to provide essential core and support services to HIV-positive individuals. HRSA Ryan White Part C grant funding is used for the provision of health care and support services in outpatient settings for people living with HIV in the Health Services Delivery Area (HSDA). HSDA includes the Fort Worth/Arlington Transitional Grant Area (TGA) which includes the counties of Tarrant, Wise, Johnson, Parker, Hood, Erath, Palo Pinto, and Somerville. Tarrant County HIV Administrative Agency (HIV-AA) administers the grant funding through a subcontract with CAN Community Health, Inc. (CAN) to deliver the high-quality services.

On January 13, 2026, the Commissioners Court, through Court Order #146539, approved the FY 2026 HRSA Part C Notice of Award (NOA) in the amount of $267,840.00. Final award for Part C will be processed when HRSA receives the full FY 2026 appropriation.

On February 10, 2026, the Commissioners Court, through Court Order #146657, approved the FY 2026 HRSA Part C subrecipient contract with CAN in the amount of $226,315.00.

On May 12, 2026, the Commissioners Court, through Court Order #147034, approved Amendment No. 1 to the FY 2026 HRSA Part C NOA for carryover funding in the amount of $21,244.00. Total funding is $289,084.00.

With the approval of Amendment No. 1 to the subrecipient contract with CAN, funding will increase by $21,244.00, for a total of $247,559.00.

The Part C project period is January 1, 2025, through December 31, 2027. The term of the budget period is January 1, 2026, through December 31, 2026.

The recommended contract is as follows:

CAN – Total reimbursement shall not exceed $247,559.00.

The Criminal District Attorney's Office has reviewed these documents as to form.

FISCAL IMPACT

All associated costs will be paid from grant allocations as follows:

Part C Funding: Grant-2004 E0027-2026 Health Resources and Services Administration (HRSA) Ryan White Treatment Extension Act Part C (Part C) 1132200000 HIV Subrecipients / 569013 Subrecipient Services – net impact: $0.00

Part C Carryover Funding: Grant-2004 E0027-2026 Health Resources and Services Administration (HRSA) Ryan White Treatment Extension Act Part C (Part C) 1132230000 Carryover HIV Subrecipients / 569013 Subrecipient Services – net impact: $21,244.00

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Part C FY2026 (CAN) Amendment No. 1

Amendment No. 1 to Attachment No. A1-2026001
RYAN WHITE PART C, CAN Community Health Inc., HRSA No. 6 H76HA00123-35-01
January 1, 2026, through December 31, 2026

1. Scope of Work

CAN Community Health Inc. accepts this Amendment and will revise the Work Plan to fulfill the Amendment's goals. Total funding, including this Amendment is $247,559.00. The following service categories change:

Increase $21,244.00 Part C Carryover Oral Health Care for a total of $21,244.00

PART C FY2026 (01/01/26-12/31/26)	CURRENT BUDGET			REVISED BUDGET		
Service Categories	**$ Amount**	**# Clients**	**# Units**	**$ Amount**	**# Clients**	**# Units**
Administration	$ 8,014.00	-	-	$ 8,014.00	-	-
AIDS Pharmaceutical Assistance (LPAP/CPAP)	$ 1,980.00	13	68	$ 1,980.00	13	68
Early Intervention Services	$ 49,978.00	50	396	$ 49,978.00	50	396
Emergency Financial Assistance	$ 1,320.00	1	1	$ 1,320.00	1	1
Health Insurance Premium	$ 330.00	1	1	$ 330.00	1	1
Medical Case Management	$ 30,482.00	100	607	$ 30,482.00	100	607
Medical Transportation	$ 2,600.00	27	130	$ 2,600.00	27	130
Mental Health Services	$ 6,105.00	10	29	$ 6,105.00	10	29
Non-medical Case Management Services	$ 12,557.00	109	910	$ 12,557.00	109	910
Oral Health Care	$ 57,131.00	82	840	$ 57,131.00	82	840
Outpatient/Ambulatory Health Services	$ 53,518.00	50	700	$ 53,518.00	50	700
Psychosocial Support Services	$ 2,300.00	20	57	$ 2,300.00	20	57
PART C CYO FY2026 (01/01/26-12/31/26)	**CURRENT BUDGET**			**REVISED BUDGET**		
Oral Health Care	$ -	-	-	$ 21,244.00	120	240

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2. Special Provisions

PART C FY2026 (01/01/26-12/31/26)		
Budget Line Item	**Current Budget**	**Revised Budget**
Personnel	$ 161,407.20	$ 159,777.04
Fringe	$ 34,792.71	$ 35,163.21
Travel	$ -	$ -
Equipment	$ -	$ -
Supplies	$ 4,946.30	$ 6,205.96
Contractual	$ 13,154.79	$ 13,154.79
Other	$ 12,014.00	$ 12,014.00
Total Part C FY 2026 Budget	$ 226,315.00	$ 226,315.00
PART C CYO FY2026 (01/01/26-12/31/26)		
Budget Line Item	**Current Budget**	**Revised Budget**
Personnel	$ -	$ -
Fringe	$ -	$ -
Travel	$ -	$ -
Equipment	$ -	$ -
Supplies	$ -	$ 21,244.00
Contractual	$ -	$ -
Other	$ -	$ -
Total Part C FY 2026 Budget	$ -	$ 21,244.00
Total Part C & CYO FY2026 Budget	**$ 226,315.00**	**$ 247,559.00**

Total reimbursements will not exceed $247,559.00, of which $8,014.00 may be used for administrative costs.

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CAN COMMUNITY HEALTH INC.
4440 Fruitville Road
Sarasota, FL 34232
Attn: Rishi Patel

By: Rishi Patel (May 14, 2026 09:28:50 EDT)

Title: President and CEO

Date: 05/14/26

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CAN Part C FY2026 Amendment No. 1 and CYO

Final Audit Report 2026-05-14

Created:	2026-05-14
By:	Ginny Garrison (ggarrison@cancommunityhealth.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAhbFwZsEr4edmstf4u0R0sR8rQ862tEqx

"CAN Part C FY2026 Amendment No. 1 and CYO" History

Document created by Ginny Garrison (ggarrison@cancommunityhealth.org)
2026-05-14 - 1:22:23 PM GMT

Document emailed to Rishi Patel (rpatel@cancommunityhealth.org) for signature
2026-05-14 - 1:22:28 PM GMT

Email viewed by Rishi Patel (rpatel@cancommunityhealth.org)
2026-05-14 - 1:28:33 PM GMT

Document e-signed by Rishi Patel (rpatel@cancommunityhealth.org)
Signature Date: 2026-05-14 - 1:28:50 PM GMT - Time Source: server - Signature Appearance Selected: MOBILE_DRAW

Agreement completed.
2026-05-14 - 1:28:50 PM GMT

Adobe Acrobat Sign

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 5
Department: HIV Adminsitrative Agency	**Prepared By:** Dulce Lozano	**Approved By:** Lisa McKamie-Muttiah

SUBJECT:

Consideration of Amendment No. 1 to the Fiscal Year 2025-2026 Texas Department of State Health Services HIV/Services Subrecipient Contract with Tarrant County Hospital District

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 1 to the Fiscal Year 2025-2026 Texas Department of State Health Services (DSHS) HIV/Services (State Services) subrecipient contract with Tarrant County Hospital District (JPS).

BACKGROUND

Tarrant County receives annual funding from DSHS in the form of grant contracts. The Texas DSHS State Services grant will continue to fund such as Emergency Financial Assistance, Transportation, Outpatient/Ambulatory Health Services, Referral for Health Care & Support Services, and Substance Abuse Outpatient Care in the Fort Worth Health Service Delivery Area (HSDA).

JPS has been delivering HIV treatment services for more than twenty-five (25) years and is the safety-net hospital in Tarrant County that delivers quality health care services to the area's most vulnerable populations. This contract supports services such as Emergency Financial Assistance, Medical Transportation, Outpatient/Ambulatory Health Services, Referral for Health Care, and Substance Abuse Outpatient Care.

On May 20, 2025, the Commissioners Court, through Court Order #145246, approved the FY 2025-2026 Texas DSHS State Services contract renewal in the amount of $1,044,642.00.

On August 19, 2026, the Commissioners Court, through Court Order #145731, approve the FY 2025-2026 Texas DSHS State Services subrecipient contract with JPS in the amount of $702,498.00.

With approval of Amendment No. 1 to the subrecipient contract, funding will decrease by $115,000.00 in Substance Abuse Outpatient Care Services and increase by $115,000.00 in Oral Health Care Services.

The project period for DSHS State Services grant is September 1, 2023, through August 31, 2026. The term of the budget period is September 1, 2025, through August 31, 2026.

The recommended contracts is as follows:

JPS – Total reimbursement shall not exceed $702,498.00.

The Criminal District Attorney's Office has reviewed these documents as to form.

FISCAL IMPACT

All associated costs will be paid from grant allocations as follows:

State Services Funding: Grant-2004 E0031-2026 Texas Department of State Health Services (DSHS) State Services (State Services)/1132200000 HIV Subrecipients /569013 Subrecipient Services – net impact: $0.00

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

JPS SS FY25-26 Amendment No. 1

Docusign Envelope ID: 5F5D2C16-DF76-8DDA-83ED-23FBB4C855F6

Amendment No. 1 to Attachment No. A1-2025010
HIV / State Services Grant, Tarrant County Hospital District, DSHS No. HHS001317000005
September 1, 2025, through August 31, 2026

1. Scope of Work

Tarrant County Hospital District accepts this Amendment and will revise the Work Plan to fulfill the Amendment's goals. Total funding, including this Amendment, is $702,498.00. The following will change:

Increase	State Services	$115,000.00	Oral Health Services for a total of $115,000.00
Decrease	State Services	<$115,000.00>	Substance Abuse Outpatient Care Services for a total of $41,223.00

State Services FY 25-26 (09/01/2025-08/31/2026)	CURRENT BUDGET			REVISED BUDGET		
Service Categories	**$ Amount**	**# Clients**	**# Units**	**$ Amount**	**# Clients**	**# Units**
Emergency Financial Assistance	$ 37,800.00	17	17	$ 37,800.00	17	17
Medical Transportation	$ 73,597.00	225	2,500	$ 73,597.00	225	2,500
Oral Health Care	$ -	-	-	$ 115,000.00	86	431
Outpatient/Ambulatory Health Services	$ 160,720.00	150	535	$ 160,720.00	150	535
Referral for Health Care and Support Services	$ 274,148.00	650	4,500	$ 274,148.00	650	4,500
Substance Abuse Outpatient Care	$ 156,233.00	75	500	$ 41,233.00	36	214

2. Special Provisions

State Services FY 25-26 (09/01/2025-08/31/2026)		
Budget Line Item	**Current Budget**	**Revised Budget**
Personnel	$ 288,185.99	$ 207,593.36
Fringe	$ 99,193.26	$ 75,242.59
Travel	$ -	$ -
Equipment	$ -	$ -
Supplies	$ 38,239.84	$ 38,237.68
Contractual	$ 213,015.45	$ 328,015.45
Other	$ 63,863.46	$ 53,408.92
Subtotal State Services FY 25-26 Budget	$ 702,498.00	$ 702,498.00

Total Reimbursements will not exceed $702,498.00, of which ten percent (10%) may be used for administrative costs.

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TARRANT COUNTY HOSPITAL DISTRICT
1500 S. Main Street
Fort Worth, TX 76104
ATTN: Tricia C. Elliott, MD, FAAFP

By: DocuSigned by: Tricia Elliott, MD BD0CF3A70C13407...

Title: SVP, Academic and Research Affairs

Date: 05/22/26 | 1:30 PM CDT

Tricia C. Elliott, MD, FAAFP

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TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 6
Department: HIV Adminsitrative Agency	**Prepared By:** Dulce Lozano	**Approved By:** Lisa McKamie-Muttiah

SUBJECT:

Consideration of Amendment No. 2 to the Fiscal Year 2026 Health Resources and Services Administration Ryan White Part C Notice of Award

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 2 to the Fiscal Year 2026 Health Resources and Services Administration (HRSA) Ryan White Part C (Part C) Notice of Award (NOA) in the amount of $535,687.00.

BACKGROUND

Tarrant County receives annual grant funding from HRSA to provide a variety of essential core and support services to HIV-positive individuals. HRSA Ryan White Part C grant funding is used for the provision of health care and support services in outpatient settings for people living with HIV in the Health Services Delivery Area (HSDA). HSDA includes the Fort Worth/Arlington Transitional Grant Area (TGA) which includes the counties of Tarrant, Wise, Johnson, Parker, Hood, Erath, Palo Pinto, and Somerville. Tarrant County HIV Administrative Agency (TC-HIVAA) administers the grant funding through a subcontract with CAN Community Health, Inc. (CAN) to deliver the high-quality services.

On January 13, 2026, the Commissioners Court, through CO#146539, approved the partial FY 2026 Part C NOA in the amount of $267,840.00.

On May 12, 2026, the Commissioners Court, through CO#147034, approved Amendment No. 1 to the FY 2026 Part C NOA in the amount of $21,244.00, for a total of $289,084.00.

With the approval of Amendment No. 2 to the FY 2026 HRSA Part C NOA, funding will increase by $535,687.00 for a total of $824,771.00.

The Part C project period is January 1, 2025, through December 31, 2027. The grant budget period is January 1, 2026, through December 31, 2026.

The Criminal District Attorney's Office has reviewed this document as to form.

FISCAL IMPACT

There is no fiscal impact associated with this action.

Anticipated administrative funding: $0.00

No match or subsidy required.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Part C FY2026 NOA (Amendment No. 2)

Department of Health and Human Services
Health Resources and Services Administration

Notice of Award
FAIN# H7600123
Federal Award Date: 05/11/2026

Recipient Information

1. Recipient Name
TARRANT COUNTY HEALTH DEPARTMENT
100 E Weatherford St
Fort Worth, TX 76196-0206

2. Congressional District of Recipient
12

3. Payment System Identifier (ID)
1756001170A1

4. Employer Identification Number (EIN)
756001170

5. Data Universal Numbering System (DUNS)
068365220

6. Recipient's Unique Entity Identifier
DBH1UNN8U5J3

7. Project Director or Principal Investigator
Lisa Muttiah
HIV Grants Manager
lmuttiah@tarrantcountytx.gov
(817)370-4527

8. Authorized Official

Federal Agency Information

9. Awarding Agency Contact Information
Tsega Nega
Office of Federal Assistance Management (OFAM)
Division of Grants Management Office (DGMO)
tnega@hrsa.gov
(301) 287-0035

10. Program Official Contact Information
Natasha Colthirst
HIV/AIDS Bureau (HAB)
ncolthirst@hrsa.gov
(301) 443-4656

Federal Award Information

11. Award Number
6 H76HA00123-35-02

12. Unique Federal Award Identification Number (FAIN)
H7600123

13. Statutory Authority
42 U.S.C. § 300ff-51-67; 300ff-121

14. Federal Award Project Title
Ryan White Part C Outpatient EIS Program

15. Assistance Listing Number
93.918

16. Assistance Listing Program Title
Grants to Provide Outpatient Early Intervention Services with Respect to HIV Disease

17. Award Action Type
Administrative

18. Is the Award R&D?
No

Summary Federal Award Financial Information

19. Budget Period Start Date 01/01/2026 - End Date 12/31/2026	
20. Total Amount of Federal Funds Obligated by this Action	$535,687.00
20a. Direct Cost Amount	
20b. Indirect Cost Amount	$0.00
21. Authorized Carryover	$0.00
22. Offset	$0.00
23. Total Amount of Federal Funds Obligated this budget period	$803,527.00
24. Total Approved Cost Sharing or Matching, where applicable	$0.00
25. Total Federal and Non-Federal Approved this Budget Period	$824,771.00
26. Project Period Start Date 01/01/2025 - End Date 12/31/2027	
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period	$1,629,810.00

28. Authorized Treatment of Program Income
Addition

29. Grants Management Officer – Signature
Adejumoke Oladele on 05/11/2026

30. Remarks

A printer version document only. The document may contain some accessibility challenges for the screen reader users. To access same information, a fully 508 compliant accessible HTML version is available on the HRSA Electronic Handbooks. If you need more information, please contact HRSA contact center at 877-464-4772, 8 am to 8 pm ET, weekdays.

HRSA
Health Resources & Services Administration

Notice of Award
Award Number: 6 H76HA00123-35-02
Federal Award Date: 05/11/2026

HIV/AIDS Bureau (HAB)

31. APPROVED BUDGET: (Excludes Direct Assistance)

[X] Grant Funds Only

[ ] Total project costs including grant funds and all other financial participation

a.	Salaries and Wages:	$47,636.00
b.	Fringe Benefits:	$19,255.00
c.	Total Personnel Costs:	$66,891.00
d.	Consultant Costs:	$0.00
e.	Equipment:	$0.00
f.	Supplies:	$275.00
g.	Travel:	$250.00
h.	Construction/Alteration and Renovation:	$0.00
i.	Other:	$2,027.00
j.	Consortium/Contractual Costs:	$755,328.00
k.	Trainee Related Expenses:	$0.00
l.	Trainee Stipends:	$0.00
m.	Trainee Tuition and Fees:	$0.00
n.	Trainee Travel:	$0.00
o.	TOTAL DIRECT COSTS:	$824,771.00
p.	INDIRECT COSTS (Rate: % of S&W/TADC):	$0.00
	i. Indirect Cost Federal Share:	$0.00
	ii. Indirect Cost Non-Federal Share:	$0.00
q.	TOTAL APPROVED BUDGET:	$824,771.00
	i. Less Non-Federal Share:	$0.00
	ii. Federal Share:	$824,771.00

32. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:

a.	Authorized Financial Assistance This Period	**$824,771.00**
b.	Less Unobligated Balance from Prior Budget Periods	
	i. Additional Authority	$21,244.00
	ii. Offset	$0.00
c.	Unawarded Balance of Current Year's Funds	$0.00
d.	Less Cumulative Prior Award(s) This Budget Period	$267,840.00
e.	AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	**$535,687.00**

33. RECOMMENDED FUTURE SUPPORT:
(Subject to the availability of funds and satisfactory progress of project)

YEAR	TOTAL COSTS
36	$803,527.00

34. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash)

a. Amount of Direct Assistance	$0.00
b. Less Unawarded Balance of Current Year's Funds	$0.00
c. Less Cumulative Prior Award(s) This Budget Period	$0.00
d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION	**$0.00**

35. FORMER GRANT NUMBER
CSH601061

36. OBJECT CLASS
41.51,41.32

37. BHCMIS#

38. THIS AWARD IS BASED ON THE APPLICATION APPROVED BY HRSA FOR THE PROJECT NAMED IN ITEM 14. FEDERAL AWARD PROJECT TITLE AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE AS:
a. The program authorizing statue and program regulation cited in this Notice of Award; b. Conditions on activities and expenditures of funds in certain other applicable statutory requirements, such as those included in appropriations restrictions applicable to HRSA funds; c. 45 CFR Part 75; d. National Policy Requirements and all other requirements described in the HHS Grants Policy Statement; e. Federal Award Performance Goals; and f. The Terms and Conditions cited in this Notice of Award. In the event there are conflicting or otherwise inconsistent policies applicable to the award, the above order of precedence shall prevail. Recipients indicate acceptance of the award, and terms and conditions by obtaining funds from the payment system.

39. ACCOUNTING CLASSIFICATION CODES

FY-CAN	CFDA	DOCUMENT NUMBER	AMT. FIN. ASST.	AMT. DIR. ASST.	SUB PROGRAM CODE	SUB ACCOUNT CODE
26 - 3770891	93.918	25H76HA00123	$508,179.00	$0.00	N/A	25H76HA00123
24 - 3770891	93.918	25H76HA00123	$27,508.00	$0.00	N/A	25H76HA00123

HRSA Electronic Handbooks (EHBs) Registration Requirements

The Project Director of the grant (listed on this NoA) and the Authorizing Official of the grantee organization are required to register (if not already registered) within HRSA's Electronic Handbooks (EHBs). Registration within HRSA EHBs is required only once for each user for each organization they represent. To complete the registration quickly and efficiently we recommend that you note the 10-digit grant number from box 4b of this NoA. After you have completed the initial registration steps (i.e.,created an individual account and associated it with the correct grantee organization record), be sure to add this grant to your portfolio. This registration in HRSA EHBs is required for submission of noncompeting continuation applications. In addition, you can also use HRSA EHBs to perform other activities such as updating addresses, updating email addresses and submitting certain deliverables electronically. Visit https://grants3.hrsa.gov/2010/WebEPSExternal/Interface/common/accesscontrol/login.aspx to use the system. Additional help is available online and/or from the HRSA Call Center at 877-Go4-HRSA/877-464-4772.

Terms and Conditions

Failure to comply with the remarks, terms, conditions, or reporting requirements may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.

Grant Specific Term(s)

1. This Notice of Award provides the balance of fiscal year 2026 (FY26) funding based on HRSA's FY26 appropriations and budget allocations. All previously conveyed terms and conditions remain in effect unless specifically removed.
2. Of the total base award amount $522980 is designated under the Minority AIDS Initiative to support culturally and linguistically appropriate care and services to racial and ethnic minorities.
3. This Notice of Award provides the offset of an unobligated balance in the amount of $27,508 from the 01/01/2024 - 12/31/2025 budget period to the current budget period. Please be advised that if the final resolution of the audit determines that the unobligated balance of Federal Funds is incorrect, HRSA is not obligated to make additional Federal Funds available to cover the shortfall.

Program Specific Term(s)

1. HRSA HIV/AIDS Bureau recipients must comply with all applicable local, state, and federal laws as a condition of receiving a Ryan White HIV/AIDS Program award. Recipients are responsible for ensuring subrecipients, contractors, and partners also comply.

Reporting Requirement(s)

1. **Due Date: Within 60 Days of Award Release Date**
   Submit a Ryan White HIV/AIDS Program Allocation Report by July 31, 2026.

Failure to comply with these reporting requirements will result in deferral or additional restrictions of future funding decisions.

All prior terms and conditions remain in effect unless specifically removed.

Contacts

NoA Email Address(es):

Name	Role	Email
Tim O'Hare	Other	countyjudgegrants@tarrantcountytx.gov
Lisa Muttiah	Program Director	lmuttiah@tarrantcountytx.gov

Note: NoA emailed to these address(es)

All submissions in response to conditions and reporting requirements (with the exception of the FFR) must be submitted via EHBs. Submissions for Federal Financial Reports (FFR) must be completed in the Payment Management System (https://pms.psc.gov/).

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 37
Department: HIV Adminsitrative Agency	**Prepared By:** Dulce Lozano	**Approved By:** Lisa McKamie-Muttiah

SUBJECT:

Consideration of Amendment No. 4 to the Fiscal Year 2026-2027 Texas Department of State Health Services HIV/Services Grant Contract

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No.4 to the FY 2026-2027 Texas Department of State Health Services (DSHS) HIV/Services (State Services) Contract.

BACKGROUND

Tarrant County receives annual funding from DSHS in the form of grant contracts. The Texas DSHS State Services grant will continue to fund services including Emergency Financial Assistance, Medical Transportation, Outpatient/Ambulatory Health Services, Referral for Health Care & Support Services, and Substance Abuse Outpatient Care Services in the Fort Worth Health Service Delivery Area (HSDA).

On June 20, 2023, the Commissioners Court, through Court Order #141098, approved the FY 2023-2024 Texas DSHS State Services Grant Contract in the amount of $1,078,733.00.

On May 21, 2024, the Commissioners Court, through Court Order #143143, approved Amendment No. 1 to the FY 2024-2025 Texas DSHS State Services Grant Contract in the amount of $1,094,360.00, for a total award of $2,173,093.00.

On May 20, 2025, the Commissioners Court, through Court Order #145246, approved Amendment No. 2 to the FY 2025-2026 Texas DSHS State Services Grant Contract in the amount of $1,044,642.00, for a total award of $3,217,735.00.

On September 03, 2025, the Commissioners Court, through Court Order #145825, approved Amendment No. 3 to the FY 2025-2026 Texas DSHS State Services Grant Contract to revise contract language to reflect updated subrecipient monitoring requirements and performance measures for ADAP Eligibility Workers.

With approval of Amendment No. 4 to the FY 2026-2027 Texas DSHS State Services Grant Contract, funding will increase by $997,410.00, for a total award of $4,215,145.00

The project period for the DSHS State Services Grant is September 1, 2023, through August 31, 2027. The budget period for this contract is September 1, 2026, through August 31, 2027.

The Criminal District Attorney's Office has reviewed this document as to form.

FISCAL IMPACT

There is no fiscal impact associated with this action.

Anticipated Administrative cost: $0.00

No match or operating subsidy is required.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

State Services FY26-27 Contract

Docusign Envelope ID: 55D109E5-70B8-4DE6-B8F9-F5B9586BD9A7

TEXAS Health and Human Services

Texas Department of State Health Services

Jennifer A. Shuford, M.D., M.P.H.
Commissioner

The Honorable Tim O'Hare, County Judge
Tarrant County
100 E. Weatherford St., Suite 501
Fort Worth, Texas 76196

Subject: HIV/Services (SRVS) Contract
Contract Number: HHS001317000005, Amendment No. 4
Contract Amount: $4,215,145.00
Contract Term: September 1, 2023, through August 31, 2027

Dear Judge O'Hare:

Enclosed is Amendment No. 4 to the above-referenced HIV/SRVS contract between the Department of State Health Services and Tarrant County.

The purpose of this contract is to administer HIV delivery funds to subcontractors who provide comprehensive outpatient services to meet the needs of persons living with HIV.

This Amendment No. 4 increases the contract by $997,410.00, revises certain attachments to the contract, and extends the contract term through August 31, 2027.

Please let me know if you have any questions or need additional information.

Sincerely,

Nadine Bautista, CTCM
Contract Manager
Phone: 512-776-6524
Email: Nadine.Bautista@dshs.texas.gov

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DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS001317000005
AMENDMENT NO. 4

The **DEPARTMENT OF STATE HEALTH SERVICES** ("DSHS" or "System Agency") and **TARRANT COUNTY** ("Grantee"), each a "Party" and collectively the "Parties" to that certain HIV/State Services Grant Program contract effective September 1, 2023, and denominated DSHS Contract No. HHS001317000005 (the "Contract"), as amended, now desire to further amend the Contract.

WHEREAS, DSHS desires to extend the Contract term and add funds for services provided during State Fiscal Year 2027, and revise the budget;

WHEREAS, DSHS desires to revise the Statement of Work and update the Contract Affirmations.

NOW, THEREFORE, the Parties amend and modify the Contract as follows:

1. **SECTION III, DURATION**, of the Contract is amended to reflect a revised termination date of **August 31, 2027**.

2. **SECTION V, BUDGET AND INDIRECT COST RATE**, of the Contract is amended to add $997,410.00 to the Contract for authorized services provided from September 1, 2026, through August 31, 2027, increasing the Contract not-to-exceed total to $4,215,145.00. All payments under the Contract shall be made in accordance with **ATTACHMENT B-3, REVISED BUDGET**.

3. **ATTACHMENT A-3, REVISED STATEMENT OF WORK**, of the Contract is supplemented with the addition of **ATTACHMENT A-4, REVISED STATEMENT OF WORK**, **9/1/2026 – 8/31/2027,** which is attached to this Amendment and incorporated into and made part of the Contract for all purposes.

4. **ATTACHMENT B-2, REVISED BUDGET**, of the Contract is supplemented with **ATTACHMENT B-3, REVISED BUDGET**, which is attached to this Amendment and incorporated into and made part of the Contract for all purposes.

5. **ATTACHMENT C-2, HHS CONTRACT AFFIRMATIONS, V. 2.5, NOVEMBER 2024,** of the Contract is deleted in its entirety and replaced with **ATTACHMENT C-3, HHS CONTRACT AFFIRMATIONS, V. 2.9, MARCH 2026**, which is attached to this Amendment No. 4 and incorporated into and made part of the Contract for all purposes.

6. This Amendment is effective immediately upon execution by the last Party to sign below. Operations and funding for Fiscal Year 2027 begin on September 1, 2026. Except as modified by this Amendment, all existing terms of the Contract, including the current Statement of Work, shall remain in full force and effect until and unless modified by written agreement of the Parties.

7. Except as modified by this Amendment No. 4, all terms and conditions of the Contract, as previously amended, shall remain in full force and effect.

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8. Any further revision to the Contract shall be by written agreement of the Parties.

9. Each Party represents and warrants that the person executing this Amendment No. 4 on its behalf has full power and authority to enter into this Amendment.

SIGNATURE PAGE FOLLOWS

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SIGNATURE PAGE FOR AMENDMENT NO. 4
DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS001317000005

DEPARTMENT OF STATE HEALTH SERVICES	**TARRANT COUNTY**
By: _____	By: Separate Electronic Signature Page
Printed Name:	Printed Name: Tim O'Hare
Title:	Title: County Judge
Date of Signature: _____	Date of Signature: June 09, 2026

THE FOLLOWING DOCUMENTS ARE ATTACHED TO THIS AMENDMENT NO. 4 AND INCORPORATED INTO AND MADE PART OF THE CONTRACT:

ATTACHMENT A-4 – REVISED STATEMENT OF WORK, 9/1/2026 – 8/31/2027
ATTACHMENT B-3 – REVISED BUDGET
ATTACHMENT C-3 – HHS CONTRACT AFFIRMATIONS, V. 2.9, MARCH 2026

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ATTACHMENT A-4
REVISED STATEMENT OF WORK, 9/1/2026-8/31/2027

I. GRANTEE RESPONSIBILITIES

Grantee shall:

A. In its role as an Administrative Agency ("AA"), administer the designated federal and state Human Immunodeficiency Virus ("HIV") Ryan White Service Delivery ("RWSD") funds, Department of State Health Services ("DSHS") State Services ("SS") funds, and Housing Opportunities for Persons with AIDS ("HOPWA") funds, on behalf of DSHS, as specified in this Contract. Grantee will attend all trainings, meetings, and conferences as directed. Grantee will also assist DSHS in the administration, planning, and evaluation of services within the approved HIV Service Delivery Area ("HSDA").

B. Perform activities in the following areas: Forth Worth HSDA, which includes Erath, Hood, Johnson, Palo Pinto, Parker, Somervell, Tarrant and Wise Counties.

C. Administer the State's HIV program to develop and/or enhance access to a comprehensive continuum of high-quality HIV care and treatment for low-income persons living with HIV ("PLWH") in Texas. This includes, but is not limited to:

1. Knowledge and understanding of the systems of care in specific HSDAs and overall HIV/AIDS Service Delivery Areas ("HASAs") in the AA's contractual areas of responsibility;
2. Conducting activities focused on addressing the following four goals in compliance with the National Goals to End the HIV Epidemic and demonstrating measurable progress towards the goals to:
    a. Reduce new HIV infections;
    b. Increase access to care and optimize health outcomes for PLWH;
    c. Reduce HIV-related health disparities; and
    d. Achieve a more coordinated national response to the HIV epidemic;
3. Conducting a needs assessment every three (3) years or as directed by DSHS, and per Policy 241.001 – Administrative Agency Roles and Responsibilities; and
4. Use of the HIV Care Continuum, at a minimum, as a basis for planning and assessing outcomes.

D. Ensure all activities and services are performed in accordance with the terms of this Contract. The approved Comprehensive HIV Services Plan, any letters or memos with policies or other instructions provided, approved FY27 Renewal Application, Community Input Plan, and approved Work Plan are incorporated by reference and made a part of this Contract. Any proposed changes to the Comprehensive HIV Services Plan must be pre-approved by DSHS.

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E. Receive written approval from DSHS before varying from applicable policies, procedures, and protocols, and update its records within forty-eight (48) hours of making approved changes so that staff working on activities under this Contract know of the change(s).

F. Ensure the delivery of comprehensive outpatient health and support services to meet the identified needs of persons living with HIV and their families, in accordance with Health Resources and Services Administration ("HRSA") Ryan White HIV/AIDS Program ("RWHAP") legislation, the Public Health Service Act, 42 U.S. Code § 300ff, including but not limited to:

1. Entities providing Early Intervention Services ("EIS") will ensure that the following conditions have been met:
   a. Federal, state, and local funds are otherwise inadequate for the EIS an entity proposes to provide; and
   b. The entity will supplement, not supplant, other funds available to the entity for the purpose of providing EIS;
2. Equal Employment Opportunity Commission ("EEOC") 13166, August 11, 2000, requires recipients receiving federal financial assistance to take steps to ensure that people with Limited English Proficiency ("LEP") can meaningfully access health and social services. A program of language assistance should provide for effective communication between the service provider and the person with LEP to facilitate participation in, and meaningful access to, services. The obligations of recipients regarding LEP are explained on the Office for Civil Rights ("OCR") website. Additionally, other obligations of recipients are explained on the OCR website;
3. HIV-related health care and support services delivered to a program established with assistance provided under Part B will be provided without regard to the ability of the individual to pay for such services and without regard to the current or past health condition of the individual living with HIV, to the maximum extent practicable;
4. Such services will be provided in a setting that is accessible to low-income individuals living with HIV; and
5. Outreach to low-income individuals living with HIV will be provided to inform them of the services available under Part B.

G. Comply with applicable state policies, DSHS HIV Program manuals, and DSHS HIV policy manuals, standards, guidelines, and regulations, and RWHAP Policy Clarification Notifications ("PCN") and requirements, including but not limited to (as revised):

1. DSHS HIV Assurances;
2. HRSA RWHAP Policy Clarification Notices (PCNs) and Program Letters;
3. DSHS' HIV Policies;
4. HIV Core and Support Service Categories (DSHS Standards of Care) and Universal Standards, Sections 1, 2, 3, 4, 5, 6, and 7, contained in the HIV-STD Program Policies;
5. DSHS Eligibility to Receive HIV Services, contained in the HIV-STD Program Policies;
6. Take Charge Texas (TCT) Administrative Agency Data Managers' Core Competencies and TCT/URS-related and privacy, confidentiality, and security-related policies, contained in the HIV-STD Program Policies. AAs and subrecipients are required to comply with current and updated TCT policies;

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7. TCT Data Improvement Plan, contained in the HIV-STD Program Policies;
8. URS Security Policy;
9. Administrative Agency Roles and Responsibilities, contained in the HIV-STD Program Policies;
10. Subcontracting HIV Health and Support Services, contained in POPS Chapter 13 Administrative Agency Core Competencies and Policy 241.003;
11. Reallocation of HIV Client Services Funds, contained in the HIV-STD Program Policies;
12. HIV Health Insurance Assistance, contained in the HIV-STD Program Policies;
13. Standardized contract templates for subcontractors, including all items contained in POPS Chapter 13, Administrative Agency Core Competencies;
14. DSHS Funds as Payment of Last Resort, contained in the HIV-STD Program Policies;
15. RWHAP Part B Manual;
16. Clinical Quality Management PCN;
17. Chapter 6A (Public Health Service) of Title 42 (The Public Health and Welfare) of the United States Code, as amended;
18. Texas Health and Safety Code, §85.085, Physician Supervision of Medical Care, to ensure a licensed physician supervises any medical care or procedure provided under this Contract. Grantee must include provisions in its contracts with all subrecipients requiring such compliance;
19. Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104);
20. Terms governed by 45 CFR Part 96 or 45 CFR Part 98;
21. Make services available to clients via Telemedicine, Teledentistry, or Telehealth as applicable in accordance with state and federal law, DSHS guidelines, Universal Standards, and the HIV Core and Support Service Categories (DSHS Standards of Care); and
22. Use the following acknowledgement and disclaimer on all products produced by HRSA grant funds: "This project is/was supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS). This information or content and conclusions are those of the author and should not be construed as the official position or policy of, nor should any endorsements be inferred by HRSA, HHS, or the U.S. Government."

    Grantees are required to use this language when issuing statements, press releases, requests for proposals, bid solicitations, and other HRSA-supported publications and forums describing projects or programs funded in whole or in part with HRSA funding. Examples of HRSA-supported publications include, but are not limited to, manuals, toolkits, resource guides, case studies, and issue briefs.

All the above-named documents are incorporated herein by reference and made a part of this Contract.

H. Permit and cooperate with any federal or state investigations undertaken regarding any program conducted under Part B or State Services.

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I. Ensure subrecipients that purchase outpatient prescription drugs secure the best prices available for such products and maximize results for the recipient organization and its patients. Eligible health care organizations/covered entities that enroll in the 340B Program must comply with all 340B Program requirements and will be subject to audit regarding 340B Program compliance. 340B Program requirements, including eligibility, can be found on the HRSA OPA website.

J. Submit to DSHS an annual forecast of 340B-generated revenue expected to be earned by 340B-covered service providers as program income from Ryan White Part B activities. AAs must also make available documentation to show how all program income is allocated and expended during annual AA monitoring visits.

K. Understand the difference between 45 CFR 74 and 2 CFR 200, specified in HRSA PCN 16-02 Ryan White HIV/AIDS Program Services: Eligible Individuals & Allowable Uses of Funds (Updated 9/15/2025) (HRSA/HAB PCN) including, but not limited to, time and effort requirements, records retention, limits on executive compensation, and mandatory disclosures.

L. Ensure that DSHS service delivery funds are not utilized for Grantee's administrative expenses.

M. Ensure RWHAP federal funds are only used for RWHAP-eligible clients. In accordance with the HRSA RWHAP client eligibility determination and recertification requirements PCN 21-02 (revision date 3/13/2025), Determining Client Eligibility & Payor of Last Resort, clients' eligibility shall be assessed during the initial eligibility determination, at least every six months, and at least once a year (whether defined as a 12-month period or calendar year) to ensure that the program only serves eligible clients, and that the RWHAP is the payor of last resort. Rapid eligibility determinations may be performed simultaneously with testing and treatment. Grantee and subrecipients assume the risk of recouping any HRSA RWHAP funds used for clients determined to be ineligible and must charge an alternate payment source or otherwise ensure that funds are returned to the HRSA RWHAP program. The Grantee understands that if ineligible clients are found to have received services, reimbursement for those services may be required.

N. Ensure subrecipients do not use funds for inpatient hospital services, nursing homes, or other long-term care facilities, or to supplant or supplement existing Medicaid/Medicare services. However, funds may be used for residential hospice care provided within an inpatient setting such as a hospital or nursing home that is properly staffed and licensed for such care as mandated by state and federal law regarding hospice regulation and is compliant with DSHS HIV Standards of Care and DSHS HIV Universal Standards.

O. Ensure subrecipients do not use funds to make payments directly to clients.

P. Ensure subrecipients' staff who work on subaward activities attend trainings, conferences, and meetings.

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Q. Ensure subrecipients do not use funds to purchase or majorly improve any building or other facility.

R. In accordance with Program Policy Notice 16-02-01, ensure grant funds are not used:
1. To support broad-scope awareness that targets the general public rather than specific populations and/or communities with high rates of HIV infection; or
2. To duplicate HIV prevention outreach efforts.

S. Adhere to the legislative requirement to establish and maintain a Clinical Quality Management ("CQM") Program and ensure all subrecipients are following requirements independently or as part of the regional CQM Program, as outlined in PCN 15-02. Subrecipients will ensure the following key components are in place and are ongoing:
1. A CQM Plan that encompasses infrastructure, performance measurement, quality improvement, and program evaluation. The CQM Plan is reviewed annually and updated as needed. The CQM Plan includes goals that are health access and outcome based and are aligned across Ryan White parts and statewide goals. The CQM Plan includes an associated work plan that aligns with goals and activities listed in the CQM Plan.
2. An established CQM Committee that meets quarterly, at minimum, and records meeting minutes or summary notes that are available to DSHS and other stakeholders upon request.
3. Quarterly analysis, stratification, and dissemination of selected performance measure result data to DSHS CQM Committee and regional stakeholders.
4. Care continuum and other data stratified for analysis of potential disparities by age, sex, socioeconomic status, risk factor and geography.
5. Stakeholder involvement in the CQM Program to include people living with HIV, affected by HIV, or both.
6. Established method to validate appropriateness of performance measure selection based on service utilization.
7. Established systematic review process for subrecipient data including regional care continuum cascades and clinical, consumer satisfaction, and operational measures.
8. Established method to validate data for accuracy, completeness, and timeliness of data entry.
9. Ongoing CQM and HIV capacity building activities for region based on needs. AA CQM staff participate and support statewide CQM activities and goals.
10. At least one (1) Quality Improvement Project (QIP) ongoing at all times that is linked to one (1) of the following four (4) strategic domains of the Texas Ryan White Part B QM Program:
    a. Improving Access to Care;
    b. Improving Health Outcomes;
    c. Improving the Client/Patient Experience; and
    d. Eliminating Health Disparities.

T. Ensure subrecipients that provide HIV testing in accordance with core and support service category standards for Early Intervention Services and Outreach Services (HRSA PCN 16-02, DSHS HIV/STD Taxonomy) comply with all applicable federal and state regulations and conditions, including, but not limited to:

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1. DSHS HIV and STD Program Operating Procedures and Standards:
   a. Chapter 1- Focused HIV/STI/HCV Testing, Counseling and Linkage to HIV Medical Care ; and
   b. Chapter 2- HIV/STI/HCV Testing and Linkage Documentation (https://www.dshs.texas.gov/hivstd/pops/chap02.shtm);
2. DSHS Training Requirements for staff providing HIV Testing Service;
3. Texas Health and Safety Code §81.109 – Positive Test Results required to be provided in person (https://statutes.capitol.texas.gov/Docs/HS/htm/HS.81.htm);
4. Texas Health and Safety Code §85.085 – Acquired Immune Deficiency Syndrome and Human Immunodeficiency Virus Infection (https://statutes.capitol.texas.gov/Docs/HS/htm/HS.85.htm);
5. Texas Administrative Code (TAC) Title 25, Chapter 97 (Subchapters A and F);
6. Texas Administrative Code (TAC) Title 25, Chapter 98; and
7. Chapter 6A (Public Health Service) of Title 42 (The Public Health and Welfare) of the United States Code as amended, located at: 42 U.S.C. 6A - PUBLIC HEALTH SERVICE - Content Details - USCODE-2010-title42-chap6A (govinfo.gov).

U. Agree vacant positions existing after ninety (90) days may result in a decrease in funds. Report staff vacancies to DSHS within one (1) week of vacancy and verify that access to DSHS data system(s) and platforms for document sharing is terminated. Notify DSHS of new hires within five (5) business days of the start date.

V. Receive and disburse program funds for client services, consistent with the requirements found herein, through a Request for Proposal or Renewal process, and execute contracts directly with subrecipients for these client services within thirty (30) days of the first day of the Contract year.

W. Submit fully executed subrecipient contracts, interlocal agreements, and budgets for Ryan White administration, Service Delivery, and State Services funds to DSHS no later than thirty (30) days after the start of the Contract year.

X. Offer access to all programmatic documentation available in electronic format to DSHS and Federal Grantor upon request.

Y. Perform annual fiscal monitoring of all subrecipients. AA shall make all initial fiscal monitoring reports, final fiscal monitoring reports, and back-up documentation available in electronic format to DSHS and Federal Grantor upon request. All documentation will align with the required retention period of seven (7) years after the end of the Contract. Back-up fiscal documentation includes, but is not limited to:
1. General Ledger;
2. Agency and program-specific policies;
3. Current organizational chart;
4. Subrecipients list as included under the “contractual” or “other” budget category;
5. Tax records and payroll records;
6. All audit reports (e.g., OPA, Single Audit) and all other reports and records related to financial compliance monitoring;

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7. Copy of current contracts, grants, and budgets for all funding sources supporting the same activities as those funded in this Contract;
8. Copy of the cost allocation plan and documentation to support the methodologies used;
9. Lease agreements for facilities, equipment, and/or vehicles charged to the Contract;
10. Bank statements and bank reconciliations;
11. A list of the Board of Directors and Board Minutes for the Contract period; and
12. Any supporting documentation (e.g., original invoices, purchase orders) for all expenditures.

Z. Perform subrecipient programmatic monitoring using the DSHS monitoring tools, which include the requirements of the HRSA Policy Clarification Notices (PCNs), HRSA National Monitoring Standards, DSHS HIV Standards of Care, and DSHS HIV Eligibility Standards and Policies and Procedures Standards (Universal Standards) and submit AA-generated subrecipient monitoring reports and data for each funded service category, unless otherwise directed by DSHS. Coordinate biennial subrecipient monitoring with the DSHS contracted monitoring team to ensure the monitoring of the subrecipient is completed within five (5) days of the DSHS contracted monitoring team's scheduled visit. Monitoring results must be entered into the DSHS HIV Monitoring database within five (5) business days of site visit completion date. Coordinate with the DSHS contracted monitoring team to produce a final subrecipient monitoring report for the biennial subrecipient monitoring. Provide DSHS consultant initial and/or final subrecipient monitoring reports and subsequent close-out documentation upon request for any additional monitoring conducted. Implement and manage the current DSHS monitoring deficiency response process. Follow the 180-day Corrective Action Plan (CAP) process. Submit CAPS and all supporting documents by service provider to DSHS within ten (10) business days of completion of process for each subcontractor. DSHS HIV Care Services Consultants will verify quarterly that these monitoring requirements are completed.

AA. Follow DSHS guidance regarding sample size.

BB. Ensure subrecipients implement and comply with DSHS HIV Standards of Care, DSHS HIV Universal Standards, and DSHS Ryan White Part B/State Services Subrecipient Program Monitoring Logistics Guide.

CC. Ensure the following expectations are met by the Texas HIV Medication Program ("THMP") Liaison, which is a required position: Facilitate communication and understanding with THMP, AAs, and subcontracted agencies, with a focus on Agency Enrollment Workers ("AEWs") and other staff focused on THMP application submission, including stakeholders, THMP applicants and participants. Provide training, support, quality assurance/quality improvements, and oversight of the AEWs across HASAs and HSDAs to complete and correct submissions of THMP applications to DSHS. Include issues related to applications in TakeChargeTexas ("TCT"). Un-anchored applications, those applications from clients who do not receive any other services at the agency and only require THMP application assistance, must be reviewed and assigned for AEW follow-up. Staff vacancies shall be reported to DSHS within one week of vacancy. THMP will complete performance measures on AEW

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applications submitted to THMP on a regular schedule as specified below. The THMP Liaison is responsible for reporting the progress of the following to the DSHS HIV Care Services Consultants monthly, and on the semiannual and the annual report:

1. Attend 80% of monthly regional and weekly huddle calls coordinated by THMP;
2. Attend 100% of required trainings annually, or arrange for appropriate makeup;
3. Submit a yearly QA/QI Schedule to THMP, which includes AEW performance measure reporting; and
4. Submit quarterly reports and outcomes from the QA/QI schedule. This will include technical assistance visits to agencies and pharmacies in the assigned area.
5. THMP Liaisons or other AA staff will track the following performance measures and ensure they are accomplished or surpassed for the Agency Enrollment Workers ("AEWs"):
    a. ≥ 90% of new and recertification AIDS Drug Assistance Program ("ADAP") applications are accepted by THMP as complete upon initial submission. THMP measures this by checking if all eligibility documents, including acceptable proof of income, proof of Texas residency, and proof of diagnosis, are received by the program via TCT, fax, or mail.
    b. ≥ 90% of ADAP eligibility recertifications and self-attestations are completed on or before the lapse of ADAP program benefits. THMP measures this by checking that the recertification and self-attestation application was received during the client's birth-month/half-birth month before the lapse of ADAP program benefits.
    c. ≥ 90% of Texas Insurance Assistance Program ("TIAP") applications are accepted by THMP as complete upon initial submission for insurance assistance. THMP measures this by reviewing the completeness of the information provided in the insurance tab in TCT or reviewing the front and back copy of the client's insurance card received by the program via TCT, fax or mail.
    d. ≥ 90% of State Pharmacy Assistance Program ("SPAP") applications are accepted by THMP as complete upon initial submission for insurance assistance. THMP measures this by checking if the new applicants have applied for the Part D Low-Income Subsidy through the Social Security Administration before applying to SPAP.
    e. ≥ 90% of Texas Insurance Assistance Program-PLUS ("TIAP-PLUS") applications are accepted by THMP as complete upon initial submission for insurance assistance. THMP measures this by checking if all the required documents, including the insurance client agreement form, the client's monthly premium amount, and the account insurance information are received by the program via TCT, fax, or mail.
    f. ≥ 90% of application entries in the "about you" demographic, relationship, household, client financial, insurance, and case notes in TCT are correct and complete.

DD. Ensure subrecipients establish a Memorandum of Agreement with each local health department within the Grantee's designated Service Area (or DSHS regional office, in an area without a local health department), within thirty (30) days of the effective date

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of each subcontract. This memorandum must be designed to facilitate linking individuals who meet DSHS HIV Program eligibility criteria to local sexually transmitted disease ("STD") and tuberculosis ("TB") programs so that such individuals may receive appropriate services from those programs.

EE. Establish formal systems of care and standing procedures for linking clients to primary care to ensure that all clients have a provider for non-HIV-related illnesses.

FF. Ensure non-Adult Safety Net vaccine program ("ASN") subrecipients have a DSHS-approved policy in place for receiving, storing (including a temperature log), and distributing vaccines. All subrecipients, regardless of contract status with ASN, must also document the procedure for ensuring required vaccination data are entered or imported into TCT.

GG. Ensure subrecipients use Outpatient Ambulatory Health Services funds for vaccinations as required by the DSHS Standards of Care and the federally approved HIV Clinical Guidelines.

HH. Ensure subrecipients provide services that are equitably available and accessible to all PLWH needing services and/or care within Grantee's designated Service Area. Grantee shall not set up eligibility criteria that favor one HIV-positive demographic over another. The Grantee will make reasonable efforts to provide office hours and service locations that are accessible to as many clients as possible. HHS Office for Civil Rights provides guidance to grant and cooperative recipients on complying with civil rights laws that prohibit discrimination (see Civil Rights for Individuals and Advocates). Specific guidance for legal obligations under Title VI of the Civil Rights Act of 1964 for programs and activities that receive federal financial assistance can be found in P.L. 88-352, as amended, and 45 CFR Part 75.

II. Ensure subrecipients provide key access points to facilitate early intervention for individuals newly diagnosed with HIV and those knowledgeable of their HIV status but not in care. Subrecipients shall maintain appropriate relationships with other health care provider entities in the area that provide key points of access to the health care system for PLWH, so referrals can be made into the care system. These entities include, but are not limited to: emergency rooms, substance abuse treatment programs, detoxification centers, adult and juvenile detention facilities, mental health programs, homeless shelters, migrant health centers, community health centers, health services for the homeless, family planning grantees, comprehensive hemophilia diagnostic and treatment centers, non-profit private entities that provide comprehensive primary care services to populations at risk for HIV, STD clinics/programs, DSHS Program's HIV prevention contractors, and other venues where HIV may be diagnosed.

JJ. Provide a recommended allocation plan of DSHS funds available for each HSDA prioritized by service categories, with allocations reflecting the intent of the Ryan

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White Treatment Extension Act of 2009's mission, due no later than thirty (30) days after the start date of the Contract term. Grantee will:

1. Conduct periodic examinations of utilization and expenditure data;
2. Maintain effective systems to minimize lapsing of Contract funds;
3. Submit reallocation requests to DSHS for review and approval no less than thirty (30) days before the end of the Contract period, unless DSHS approves a late reallocation request in advance of the late reallocation submission. The reallocation requests must follow DSHS HIV Policy 241.006 Reallocation of HIV Client Services Funds to efficiently expend funds and provide core medical services to the broadest number of clients;
4. Implement any recommendations as approved and modified by DSHS and immediately make any approved revisions to the URS contracts. Allocation and reallocation recommendations will reflect a primary emphasis on assuring participation in HIV-related medical care for PLWH;
5. Ensure that recommended allocations for HSDAs containing Eligible Metropolitan Areas ("EMAs") or Texas Transitional Grant Areas ("TGAs") will reflect the priorities and strategies set by the Planning Council;
6. Ensure subrecipients use the additive method for program income and that use of program income complies with the DSHS Uniform Terms and Conditions and RWHAP legislation, including PCN 15-03 Clarifications Regarding the Ryan White HIV/AIDS Program and Program Income;
7. Ensure subrecipients comply with AA's and DSHS' policy and RWHAP legislation on disallowed costs; and
8. Ensure responsibility and accountability for RWHAP Part B funds expenditures, including monthly review of subrecipients' supporting documentation submitted with reimbursement requests.

KK. Provide the current Administrative Agency Quality Management ("QM") Plan and subrecipient QM Plans to DSHS by December 31, 2026 (the QM Plan can be incorporated into the agency's strategic and Comprehensive HIV Services plans).

LL. Submit the following as attachments to Annual and Semiannual Narrative Progress Report (formerly "Section B"):

1. Biannual QM Committee meeting summaries;
2. Annual Administrative Agency Client Satisfaction Survey results; and
3. Annual QM Program/System Summary.

MM. Ensure subrecipients submit, at a minimum, all required data elements under this Contract for every client who receives services through the funded provider. Grantees are responsible for ensuring subrecipients, or the Grantee on the subrecipients' behalf, submit and complete all required client data through the URS in accordance with the requirements herein and with all policies, guidelines and instructions provided by DSHS. Grantee must enter or import complete and correct contracts into the URS no later than thirty (30) days after Contract start date (9/30/2026) or thirty (30) days from an executed amendment, as applicable. DSHS HIV Care Services Consultants will verify this is completed regularly. Contracts shall include accurate information on the cost of each unit of service and follow the naming format listed below, as appropriate:

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1. 26-27 SS (9/1/2026-8/31/2027);
2. 26-27 Part B (4/1/2026-3/31/2027); and
3. 26-27 Part B Program Income (4/1/2026-3/31/2027).

NN. Utilize the program reporting format provided by DSHS. Grantee accepts responsibility and accountability for each subrecipient's compliance and timely submission of the documentation required in the Annual and Semiannual Narrative Progress Report.

OO. Require its subrecipients to submit the Ryan White HIV/AIDS Program Services Report (RSR) electronically by February 15, 2027, for services delivered from January 1 to December 31, 2026, following all submission instructions issued by DSHS. Payment of final voucher will be contingent upon proper submission of Grantee's final RSR.

PP. Require AA and subrecipient staff to complete URS training as directed by DSHS. AA will require service provider staff/subrecipients responsible for client eligibility to work with clients to set up a URS profile and establish eligibility to receive services and THMP medications, through the TakeChargeTexas ("TCT") portal.

QQ. Review all THMP applications in TCT by AEWs regardless of if client is receiving other services from the agency. AEWs will communicate with clients, as needed, to support a timely, complete, and correct application submission to THMP. Clients that only require THMP application assistance will be assigned to subrecipients by an algorithm based on client residence. All THMP applications assigned to an agency must undergo quality assurance by an AEW before submission.

RR. Ensure all required data elements are entered into TCT as outlined in DSHS policy and guidance. Ensure reporting deadlines are met as outlined in DSHS policy and reporting schedules. If importing into TCT, ensure imports are scheduled and occur in a regular and timely manner, but no less than once per month.

SS. Ensure subrecipients providing direct services adopt written protocols, standards, and guidelines based on the latest medical knowledge regarding the care and treatment of persons with HIV infection, consistent with the laws and policies referenced herein, as revised.

TT. Maintain access to current laws, standards, and guidelines for its staff working on activities under this Contract.

UU. Submit Ryan White Service Delivery (RWSD) Reports in accordance with Article I, Grantee Responsibilities, in this Statement of Work.

II. PERFORMANCE MEASURES

DSHS will monitor the Grantee's performance of the requirements in this **ATTACHMENT A-4, REVISED STATEMENT OF WORK, 9/1/2026-8/31/2027**, and compliance with the Contract's terms and conditions.

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III. INVOICE AND PAYMENT

Grantee will request monthly payments using the State of Texas Purchase Voucher (FormB-13). Grantee will submit a Voucher Support Form(s) with each Form B-13. The Form B-13 and any supporting documentation will be submitted by electronic mail (email) to the following email addresses: invoices@dshs.texas.gov, cmsinvoices@dshs.texas.gov and FSO@dshs.texas.gov.

Specific supporting documentation for expenses billed to the program by budget category is required. Guidance for this process shall be provided separately by DSHS Fiscal Support and Oversight (FSO).

Grantee will be paid monthly on a cost reimbursement basis and in accordance with **ATTACHMENT B-3, REVISED BUDGET**, of this Contract. One (1) annual Contract advance may be requested in an amount not to exceed 20% of the total Contract amount.

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ATTACHMENT B-3
REVISED BUDGET

Budget Categories and Amounts

A. All expenditures under this Contract will be in accordance with the following cost categories:

Budget Categories – State Fiscal Year 2027 (9/1/2026 – 8/31/2027)	
Personnel	$0.00
Fringe Benefits	$0.00
Travel	$0.00
Equipment	$0.00
Supplies	$0.00
Contractual	$997,410.00
Other	$0.00
Total Direct Charges	**$997,410.00**
Indirect Charges	$0.00
Total	**$997,410.00**

B. DSHS, in its sole discretion, may approve fund transfers between budget categories upon Grantee's written request, which must include a detailed explanation that supports the need for the fund transfer. Grantee must obtain DSHS' written approval prior to making any fund transfers.

C. Grantee shall submit the Financial Status Report (FSR) for the two reporting intervals by the identified due dates (see table below). If a due date is on a weekend or holiday, the due date advances to the following business day.

Reporting Period	Due Date
September 1, 2026 – February 28, 2027	March 31, 2027
March 1, 2027 – August 31, 2027	October 15, 2027

Each FSR must be sent via electronic mail to the DSHS Contract Representative and to the following email address: FSRGrants@dshs.texas.gov.

Invoices must be submitted monthly to prevent delays in subsequent months. Grantees that do not incur expenses for a month are required to submit timely "zero dollar" invoices. Invoices and all supporting documentation must be simultaneously sent via electronic mail to the following email addresses: invoices@dshs.texas.gov, cmsinvoices@dshs.texas.gov, and FSO@dshs.texas.gov. Grantee shall submit an annual close-out invoice and final FSR no later than forty-five (45) calendar days

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from the end of the State Fiscal Year. Invoices received more than forty-five (45) calendar days after the end of the State Fiscal Year are subject to denial of payment.

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HEALTH AND HUMAN SERVICES
Contract Number HHS001317000005

Attachment C-3 CONTRACT AFFIRMATIONS

For purposes of these Contract Affirmations, HHS includes both the Health and Human Services Commission (HHSC) and the Department of State Health Services (DSHS). System Agency refers to HHSC, DSHS, or both, that will be a party to this Contract. These Contract Affirmations apply to all Contractors and Grantees (referred to as "Contractor") regardless of their business form (e.g., individual, partnership, corporation).

By entering into this Contract, Contractor affirms, without exception, understands, and agrees to comply with the following items through the life of the Contract:

1. Contractor represents and warrants that these Contract Affirmations apply to Contractor and all of Contractor's principals, officers, directors, shareholders, partners, owners, agents, employees, subcontractors, independent contractors, and any other representatives who may provide services under, who have a financial interest in, or otherwise are interested in this Contract and any related Solicitation.

2. Complete and Accurate Information

Contractor represents and warrants that all statements and information provided to HHS are current, complete, and accurate. This includes all statements and information in this Contract and any related Solicitation Response.

3. Public Information Act

Contractor understands that HHS will comply with the Texas Public Information Act (Chapter 552 of the Texas Government Code) as interpreted by judicial rulings and opinions of the Attorney General of the State of Texas. Information, documentation, and other material prepared and submitted in connection with this Contract or any related Solicitation may be subject to public disclosure pursuant to the Texas Public Information Act. In accordance with Section 2252.907 of the Texas Government Code, Contractor is required to make any information created or exchanged with the State pursuant to the Contract, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.

4. Contracting Information Requirements

Contractor represents and warrants that it will comply with the requirements of Section 552.372(a) of the Texas Government Code. Except as provided by Section 552.374(c) of the Texas Government Code, the requirements of Subchapter J (Additional Provisions Related to Contracting Information), Chapter 552 of the Government Code, may apply to the Contract and the Contractor agrees that the Contract can be terminated if the Contractor knowingly or intentionally fails to comply with a requirement of that subchapter.

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5. Assignment

A. Contractor shall not assign its rights under the Contract or delegate the performance of its duties under the Contract without prior written approval from System Agency. Any attempted assignment in violation of this provision is void and without effect.

B. Contractor understands and agrees the System Agency may in one or more transactions assign, pledge, or transfer the Contract. Upon receipt of System Agency's notice of assignment, pledge, or transfer, Contractor shall cooperate with System Agency in giving effect to such assignment, pledge, or transfer, at no cost to System Agency or to the recipient entity.

6. Terms and Conditions

Contractor accepts the Solicitation terms and conditions unless specifically noted by exceptions advanced in the form and manner directed in the Solicitation, if any, under which this Contract was awarded. Contractor agrees that all exceptions to the Solicitation, as well as terms and conditions advanced by Contractor that differ in any manner from HHS' terms and conditions, if any, are rejected unless expressly accepted by System Agency in writing.

7. HHS Right to Use

Contractor agrees that HHS has the right to use, produce, and distribute copies of and to disclose to HHS employees, agents, and contractors and other governmental entities all or part of this Contract or any related Solicitation Response as HHS deems necessary to complete the procurement process or comply with state or federal laws.

8. Release from Liability

Contractor generally releases from liability and waives all claims against any party providing information about the Contractor at the request of System Agency.

9. Dealings with Public Servants

Contractor has not given, has not offered to give, and does not intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this Contract or any related Solicitation, or related Solicitation Response.

10. Financial Participation Prohibited

Under Section 2155.004, Texas Government Code (relating to financial participation in preparing solicitations), Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

11. Prior Disaster Relief Contract Violation

Under Sections 2155.006 and 2261.053 of the Texas Government Code (relating to convictions and penalties regarding Hurricane Rita, Hurricane Katrina, and other disasters), the Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract

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and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

12. Child Support Obligation

Under Section 231.006(d) of the Texas Family Code regarding child support, Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive the specified payment and acknowledges that the Contract may be terminated and payment may be withheld if this certification is inaccurate. If the certification is shown to be false, Contractor may be liable for additional costs and damages set out in 231.006(f).

13. Suspension and Debarment

Contractor certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the *State of Texas Debarred Vendor List* maintained by the Texas Comptroller of Public Accounts and the *System for Award Management (SAM*) maintained by the General Services Administration. This certification is made pursuant to the regulations implementing Executive Order 12549 and Executive Order 12689, Debarment and Suspension, 2 C.F.R. Part 376, and any relevant regulations promulgated by the Department or Agency funding this project. This provision shall be included in its entirety in Contractor's subcontracts, if any, if payment in whole or in part is from federal funds.

14. Excluded Parties

Contractor certifies that it is not listed in the prohibited vendors list authorized by Executive Order 13224, *"Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism,"* published by the United States Department of the Treasury, Office of Foreign Assets Control.'

15. Foreign Terrorist Organizations

Contractor represents and warrants that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization, as prohibited by Section 2252.152 of the Texas Government Code.

16. Executive Head of a State Agency

In accordance with Section 669.003 of the Texas Government Code, relating to contracting with the executive head of a state agency, Contractor certifies that it is not (1) the executive head of an HHS agency, (2) a person who at any time during the four years before the date of this Contract was the executive head of an HHS agency, or (3) a person who employs a current or former executive head of an HHS agency.

17. Human Trafficking Prohibition

Under Section 2155.0061 of the Texas Government Code, Contractor certifies that the individual or business entity named in this Contract is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

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18. Franchise Tax Status

Contractor represents and warrants that it is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171 of the Texas Tax Code.

19. Debts and Delinquencies

Contractor agrees that any payments due under this Contract shall be applied towards any debt or delinquency that is owed to the State of Texas.

20. Lobbying Prohibition

Contractor represents and warrants that payments to Contractor and Contractor's receipt of appropriated or other funds under this Contract or any related Solicitation are not prohibited by Sections 556.005, 556.0055, or 556.008 of the Texas Government Code (relating to use of appropriated money or state funds to employ or pay lobbyists, lobbying expenses, or influence legislation).

21. Buy Texas

Contractor agrees to comply with Section 2155.4441 of the Texas Government Code, requiring the purchase of products and materials produced in the State of Texas in performing service contracts.

22. Disaster Recovery Plan

Contractor agrees that upon request of System Agency, Contractor shall provide copies of its most recent business continuity and disaster recovery plans.

23. Computer Equipment Recycling Program

If this Contract is for the purchase or lease of computer equipment, then Contractor certifies that it is in compliance with Subchapter Y, Chapter 361 of the Texas Health and Safety Code related to the Computer Equipment Recycling Program and the Texas Commission on Environmental Quality rules in 30 TAC Chapter 328.

24. Television Equipment Recycling Program

If this Contract is for the purchase or lease of covered television equipment, then Contractor certifies that it is compliance with Subchapter Z, Chapter 361 of the Texas Health and Safety Code related to the Television Equipment Recycling Program.

25. Cybersecurity Training

A. Contractor represents and warrants that it will comply with the requirements of Section 2063.104 of the Texas Government Code relating to cybersecurity training and required verification of completion of the training program.

B. Contractor represents and warrants that if Contractor or Subcontractors, officers, or employees of Contractor have access to any state computer system or database, the Contractor, Subcontractors, officers, and employees of Contractor shall complete cybersecurity training pursuant to and in accordance with Government Code, Section 2063.104.

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26. Restricted Employment for Certain State Personnel

Contractor acknowledges that, pursuant to Section 572.069 of the Texas Government Code, a former state officer or employee of a state agency who during the period of state service or employment participated on behalf of a state agency in a procurement or contract negotiation involving Contractor may not accept employment from Contractor before the second anniversary of the date the Contract is signed or the procurement is terminated or withdrawn.

27. No Conflicts of Interest

A. Contractor represents and warrants that it has no actual or potential conflicts of interest in providing the requested goods or services to System Agency under this Contract or any related Solicitation and that Contractor's provision of the requested goods and/or services under this Contract and any related Solicitation will not constitute an actual or potential conflict of interest or reasonably create an appearance of impropriety.

B. Contractor agrees that, if after execution of the Contract, Contractor discovers or is made aware of a Conflict of Interest, Contractor will immediately and fully disclose such interest in writing to System Agency. In addition, Contractor will promptly and fully disclose any relationship that might be perceived or represented as a conflict after its discovery by Contractor or by System Agency as a potential conflict. System Agency reserves the right to make a final determination regarding the existence of Conflicts of Interest, and Contractor agrees to abide by System Agency's decision.

28. Fraud, Waste, and Abuse

Contractor understands that HHS does not tolerate any type of fraud, waste, or abuse. Violations of law, agency policies, or standards of ethical conduct will be investigated, and appropriate actions will be taken. Pursuant to Texas Government Code, Section 321.022, if the administrative head of a department or entity that is subject to audit by the state auditor has reasonable cause to believe that money received from the state by the department or entity or by a client or contractor of the department or entity may have been lost, misappropriated, or misused, or that other fraudulent or unlawful conduct has occurred in relation to the operation of the department or entity, the administrative head shall report the reason and basis for the belief to the Texas State Auditor's Office (SAO). All employees or contractors who have reasonable cause to believe that fraud, waste, or abuse has occurred (including misconduct by any HHS employee, Grantee officer, agent, employee, or subcontractor that would constitute fraud, waste, or abuse) are required to immediately report the questioned activity to the Health and Human Services Commission's Office of Inspector General. Contractor agrees to comply with all applicable laws, rules, regulations, and System Agency policies regarding fraud, waste, and abuse including, but not limited to, HHS Circular C-027.

A report to the SAO must be made through one of the following avenues:

- SAO Toll Free Hotline: 1-800-TX-AUDIT
- SAO website: http://sao.fraud.state.tx.us/

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All reports made to the OIG must be made through one of the following avenues:

- OIG Toll Free Hotline 1-800-436-6184
- OIG Website: ReportTexasFraud.com
- Internal Affairs Email: InternalAffairsReferral@hhsc.state.tx.us
- OIG Hotline Email: OIGFraudHotline@hhsc.state.tx.us.
- OIG Mailing Address: Office of Inspector General
  Attn: Fraud Hotline
  MC 1300
  P.O. Box 85200
  Austin, Texas 78708-5200

29. Antitrust

The undersigned affirms under penalty of perjury of the laws of the State of Texas that:

A. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

B. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any federal antitrust law; and

C. neither I nor any representative of the Contractor has directly or indirectly communicated any of the contents of this Contract and any related Solicitation Response to a competitor of the Contractor or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Contractor.

30. Legal and Regulatory Actions

Contractor represents and warrants that it is not aware of and has received no notice of any court or governmental agency proceeding, investigation, or other action pending or threatened against Contractor or any of the individuals or entities included in numbered paragraph 1 of these Contract Affirmations within the five (5) calendar years immediately preceding execution of this Contract or the submission of any related Solicitation Response that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. If Contractor is unable to make the preceding representation and warranty, then Contractor instead represents and warrants that it has provided to System Agency a complete, detailed disclosure of any such court or governmental agency proceeding, investigation, or other action that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. In addition, Contractor acknowledges this is a continuing disclosure requirement. Contractor represents and warrants that Contractor shall notify System Agency in writing within five (5) business days of any changes to the representations or warranties in this clause and understands that failure to so timely update System Agency shall constitute breach of contract and may result in immediate contract termination.

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31. No Felony Criminal Convictions

Contractor represents that neither Contractor nor any of its employees, agents, or representatives, including any subcontractors and employees, agents, or representative of such subcontractors, have been convicted of a felony criminal offense or that if such a conviction has occurred Contractor has fully advised System Agency in writing of the facts and circumstances surrounding the convictions.

32. Unfair Business Practices

Contractor represents and warrants that it has not been the subject of allegations of Deceptive Trade Practices violations under Chapter 17 of the Texas Business and Commerce Code, or allegations of any unfair business practice in any administrative hearing or court suit and that Contractor has not been found to be liable for such practices in such proceedings. Contractor certifies that it has no officers who have served as officers of other entities who have been the subject of allegations of Deceptive Trade Practices violations or allegations of any unfair business practices in an administrative hearing or court suit and that such officers have not been found to be liable for such practices in such proceedings**.**

33. Entities that Boycott Israel

Contractor represents and warrants that (1) it does not, and shall not for the duration of the Contract, boycott Israel or (2) the verification required by Section 2271.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

34. E-Verify

Contractor certifies that for contracts for services, Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system during the term of this Contract to determine the eligibility of:

1. all persons employed by Contractor to perform duties within Texas; and
2. all persons, including subcontractors, assigned by Contractor to perform work pursuant to this Contract within the United States of America.

35. Former Agency Employees – Certain Contracts

If this Contract is an employment contract, a professional services contract under Chapter 2254 of the Texas Government Code, or a consulting services contract under Chapter 2254 of the Texas Government Code, in accordance with Section 2252.901 of the Texas Government Code, Contractor represents and warrants that neither Contractor nor any of Contractor's employees including, but not limited to, those authorized to provide services under the Contract, were former employees of an HHS Agency during the twelve (12) month period immediately prior to the date of the execution of the Contract.

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36. Disclosure of Prior State Employment – Consulting Services

If this Contract is for consulting services,

A. In accordance with Section 2254.033 of the Texas Government Code, a Contractor providing consulting services who has been employed by, or employs an individual who has been employed by, System Agency or another State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services must disclose the following information in its offer to provide services. Contractor hereby certifies that this information was provided and remains true, correct, and complete:

   1. Name of individual(s) (Contractor or employee(s));
   2. Status;
   3. The nature of the previous employment with HHSC or the other State of Texas agency;
   4. The date the employment was terminated and the reason for the termination; and
   5. The annual rate of compensation for the employment at the time of its termination.

B. If no information was provided in response to Section A above, Contractor certifies that neither Contractor nor any individual employed by Contractor was employed by System Agency or any other State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services.

37. Abortion Funding Limitation

Contractor understands, acknowledges, and agrees that, pursuant to Article IX of the General Appropriations Act (the Act), to the extent allowed by federal and state law, money appropriated by the Texas Legislature may not be distributed to any individual or entity that, during the period for which funds are appropriated under the Act:

1. performs an abortion procedure that is not reimbursable under the state's Medicaid program;
2. is commonly owned, managed, or controlled by an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program; or
3. is a franchise or affiliate of an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program.

The provision does not apply to a hospital licensed under Chapter 241, Health and Safety Code, or an office exempt under Section 245.004(a)(2), Health and Safety Code. Contractor represents and warrants that it is not ineligible, nor will it be ineligible during the term of this Contract, to receive appropriated funding pursuant to Article IX.

38. Funding Eligibility

Contractor understands, acknowledges, and agrees that, pursuant to Chapter 2273 of the Texas Government Code, except as exempted under that Chapter, HHSC cannot (1) contract with (a) an abortion provider or an affiliate of an abortion provider; or (b) an abortion assistance entity for the purpose of providing an abortion or abortion assistance;

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or (2) contract or appropriate or spend money to provide any person logistical support for the express purpose of assisting a woman with procuring an abortion or the services of an abortion provider. Respondent certifies that it is not ineligible to contract with System Agency under the terms of Chapter 2273 of the Texas Government Code and certifies that the contract is not a taxpayer resource transaction, appropriation, or expenditure of money prohibited by Chapter 2273 of the Texas Government Code.

39. Gender Transitioning and Gender Reassignment Procedures and Treatments for Certain Children – Prohibited Use of Public Money; Prohibited State Health Plan Reimbursement.

Contractor understands, acknowledges, and agrees that, pursuant to Section 161.704 of the Texas Health and Safety Code (eff. Sept. 1, 2023), public money may not directly or indirectly be used, granted, paid, or distributed to any health care provider, medical school, hospital, physician, or any other entity, organization, or individual that provides or facilitates the provision of a procedure or treatment to a child that is prohibited under Section 161.702 of the Texas Health and Safety Code. Contractor also understands, acknowledges, and agrees that, pursuant to Section 161.705 of the Texas Health and Safety Code (eff. Sept. 1, 2023), HHSC may not provide Medicaid reimbursement and the child health plan program established under Chapter 62 may not provide reimbursement to a physician or health care provider for provision of a procedure or treatment to a child that is prohibited under Section 161.702 of the Texas Health and Safety Code. Contractor certifies that it is not ineligible to contract with System Agency under the terms of Chapter 161, Subchapter Y, of the Texas Health and Safety Code.

40. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment (2 CFR 200.216)

Contractor certifies that the individual or business entity named in this Response or Contract is not ineligible to receive the specified Contract or funding pursuant to 2 CFR 200.216.

41. COVID-19 Vaccine Passports

Pursuant to Texas Health and Safety Code, Section 161.0085(c), Contractor certifies that it does not require its customers to provide any documentation certifying the customer's COVID-19 vaccination or post-transmission recovery on entry to, to gain access to, or to receive service from the Contractor's business. Contractor acknowledges that such a vaccine or recovery requirement would make Contractor ineligible for a state-funded contract.

42. Entities that Boycott Energy Companies

Pursuant to Section 2276.002 of the Texas Government Code (relating to prohibition on contracts with companies boycotting certain energy companies), Contractor represents and warrants that: (1) it does not, and will not for the duration of the Contract, boycott energy companies or (2) the verification required by Section 2276.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this

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provision change during the course of the Contract, Contractor shall promptly notify System Agency.

43. Entities that Discriminate Against Firearm and Ammunition Industries

In accordance with Senate Bill 19, Acts 2021, 87th Leg., R.S., pursuant to Section 2274.002 of the Texas Government Code (relating to prohibition on contracts with companies that discriminate against firearm and ammunition industries), Contractor verifies that: (1) it does not, and will not for the duration of the Contract, have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association or (2) the verification required by Section 2274.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

44. Security Controls for State Agency Data

In accordance with Senate Bill 475, Acts 2021, 87th Leg., R.S., pursuant to Texas Government Code, Section 2054.138, Contractor understands, acknowledges, and agrees that if, pursuant to this Contract, Contractor is or will be authorized to access, transmit, use, or store data for System Agency, Contractor is required to meet the security controls the System Agency determines are proportionate with System Agency's risk under the Contract based on the sensitivity of System Agency's data and that Contractor must periodically provide to System Agency evidence that Contractor meets the security controls required under the Contract.

45. Cloud Computing State Risk and Authorization Management Program (TX-RAMP)

Pursuant to Texas Government Code, Section 2063.408, Contractor acknowledges and agrees that, if providing cloud computing services for System Agency, Contractor must comply with the requirements of the state risk and authorization management program and that System Agency may not enter or renew a contract with Contractor to purchase cloud computing services for the agency that are subject to the state risk and authorization management program unless Contractor demonstrates compliance with program requirements. If providing cloud computing services for System Agency that are subject to the state risk and authorization management program, Contractor certifies it will maintain program compliance and certification throughout the term of the Contract.

46. Contract for Professional Services of Physicians, Optometrists, and Registered Nurses

In accordance with Senate Bill 799, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2254.008(a)(2) is applicable to this Contract, Contractor affirms that it possesses the necessary occupational licenses and experience.

47. Foreign-Owned Companies in Connection with Critical Infrastructure

If Texas Government Code, Section 2275.0102(a)(1) (relating to prohibition on contracts with certain foreign-owned companies in connection with critical infrastructure) is applicable to this Contract, pursuant to Government Code Section 2275.0102, Contractor certifies that neither it nor its parent company, nor any affiliate of Contractor or its parent company, is: (1) majority owned or controlled by citizens or governmental entities of

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China, Iran, North Korea, Russia, or any other country designated by the Governor under Government Code Section 2275.0103 or (2) headquartered in any of those countries.

48. Critical Infrastructure Subcontracts

For purposes of this Paragraph, the designated countries are China, Iran, North Korea, Russia, and any countries lawfully designated by the Governor as a threat to critical infrastructure. Pursuant to Section 117.002 of the Business and Commerce Code, Contractor shall not enter into a subcontract that will provide direct or remote access to or control of critical infrastructure, as defined by Section 117.001 of the Texas Business and Commerce Code, in this state, other than access specifically allowed for product warranty and support purposes to any subcontractor unless (i) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is majority owned or controlled by citizens or governmental entities of a designated country; and (ii) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is headquartered in a designated country. Contractor will notify the System Agency before entering into any subcontract that will provide direct or remote access to or control of critical infrastructure, as defined by Section 117.001 of the Texas Business & Commerce Code, in this state.

49. Enforcement of Certain Federal Firearms Laws Prohibited

In accordance with House Bill 957, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2.101 is applicable to Contractor, Contractor certifies that it is not ineligible to receive state grant funds pursuant to Texas Government Code, Section 2.103.

50. Prohibition on Abortions

Contractor understands, acknowledges, and agrees that, pursuant to Article II of the General Appropriations Act, (1) no funds shall be used to pay the direct or indirect costs (including marketing, overhead, rent, phones, and utilities) of abortion procedures provided by contractors of HHSC; and (2) no funds appropriated for Medicaid Family Planning, Healthy Texas Women Program, or the Family Planning Program shall be distributed to individuals or entities that perform elective abortion procedures or that contract with or provide funds to individuals or entities for the performance of elective abortion procedures. Contractor represents and warrants that it is not ineligible, nor will it be ineligible during the term of this Contract, to receive appropriated funding pursuant to Article II.

51. Hardening of State Government

Pursuant to Executive Order GA-48, relating to hardening of state government, issued November 19, 2024, Contractor certifies it is not and, if applicable, any of its holding companies or subsidiaries is not:

a. Listed in Section 889 of the 2019 National Defense Authorization Act (NDAA); or

b. Listed in Section 1260H of the 2021 NDAA; or

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c. Owned by the government of a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4; or

d. Controlled by any governing or regulatory body located in a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4.

52. Artificial Intelligence Disclosure.

Contractor certifies that it has a continuing obligation to disclose in writing to System Agency each artificial intelligence system it may use to complete any deliverable or a portion of any deliverable under the Contract. "Artificial intelligence system" means a machine-based system that for explicit or implicit objectives infers from provided information a method to generate outputs, such as predictions, content, recommendations, or decisions, to influence a physical or virtual environment with varying levels of autonomy and adaptiveness after deployment. Contractor certifies that it is in compliance with all applicable laws and regulations regarding the use of artificial intelligence systems.

53. Surveillance, Intimidation, and Related Acts.

Contractor certifies that it (and its subcontractors) have not, and if awarded a contract, will not, either directly or indirectly through a third party, engage in surveillance targeting or engage in an act of intimidation, coercion, extortion, undue influence, or other similar conduct intended to influence, silence, or retaliate against:

(1) a member of the state legislature or person employed to support the state legislature in any capacity;

(2) a family member of a person described by (1);

(3) a state agency employee; or

(4) an individual making a complaint or raising concerns regarding state agency operations or contracting.

Contractor certifies that it and its subcontractors have not, and if awarded a contract will not, either directly or indirectly through a third party, use private or confidential information to manipulate or influence a state contracting decision or proceeding. Contractor acknowledges that it, its executives and directors, and other associated entities and individuals could be terminated, barred from state contracts, and penalized up to $2 million for a violation of Government Code, Section 2261.302.

54. False Representation

Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

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55. False Statements

Contractor represents and warrants that all statements and information prepared and submitted by Contractor in this Contract and any related Solicitation Response are current, complete, true, and accurate. Contractor acknowledges any false statement or material misrepresentation made by Contractor during the performance of this Contract or any related Solicitation is a material breach of contract and may void this Contract. Further, Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

56. Permits and License

Contractor represents and warrants that it will comply with all applicable laws and maintain all permits and licenses required by applicable city, county, state, and federal rules, regulations, statutes, codes, and other laws that pertain to this Contract.

57. Equal Employment Opportunity

Contractor represents and warrants its compliance with all applicable duly enacted state and federal laws governing equal employment opportunities.

58. Federal Occupational Safety and Health Law

Contractor represents and warrants that all articles and services shall meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Act of 1970, as amended (29 U.S.C. Chapter 15).

59. Signature Authority

Contractor represents and warrants that the individual signing this Contract Affirmations document is authorized to sign on behalf of Contractor and to bind the Contractor.

Signature Page Follows

Docusign Envelope ID: 55D109E5-70B8-4DE6-B8F9-F5B9586BD9A7

Authorized representative on behalf of Contractor must complete and sign the following:

Tim O'Hare, County Judge	
Legal Name of Contractor	
Tarrant County	
Assumed Business Name of Contractor, if applicable (d/b/a or 'doing business as')	
n/a	
Texas County(s) for Assumed Business Name (d/b/a or 'doing business as') **Attach Assumed Name Certificate(s) filed with the Texas Secretary of State and Assumed Name Certificate(s), if any, for each Texas County Where Assumed Name Certificate(s) has been filed.**	
Separate Electronic Signature Page	06/09/2026
Signature of Authorized Representative	**Date Signed**
Tim O'Hare	County Judge
Printed Name of Authorized Representative **First, Middle Name or Initial, and Last Name**	**Title of Authorized Representative**
100 E. Weatherford St.	Fort Worth, TX 76196
Physical Street Address	**City, State, Zip Code**
100 E. Weatherford St.	Fort Worth , TX 76196
Mailing Address, if different	**City, State, Zip Code**
817-884-1040	n/a
Phone Number	**Fax Number**
countyjudgegrants@tarrantcountytx.gov	68365220
Email Address	**DUNS Number**
75-6001170	17560011706
Federal Employer Identification Number	**Texas Identification Number (TIN)**
n/a	n/a
Texas Franchise Tax Number	**Texas Secretary of State Filing Number**
DBH1UNN8U5J3	
SAM.gov Unique Entity Identifier (UEI)	

Certificate Of Completion

Envelope Id: 55D109E5-70B8-4DE6-B8F9-F5B9586BD9A7
Status: Sent
Subject: Please DocuSign: HHS001317000005; Tarrant County; Amendment No. 4
Source Envelope:
Document Pages: 32
Signatures: 0
Certificate Pages: 2
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-06:00) Central Time (US & Canada)

Envelope Originator:
CMS Internal Routing Mailbox
11493 Sunset Hills Road
#100
Reston, VA 20190
CMS.InternalRouting@dshs.texas.gov
IP Address: 167.137.1.11

Record Tracking

Status: Original
4/30/2026 12:09:11 PM
Holder: CMS Internal Routing Mailbox
CMS.InternalRouting@dshs.texas.gov
Location: DocuSign

Signer Events	Signature	Timestamp
Judge Tim O'Hare countyjudgegrants@tarrantcountytx.gov Tarrant County Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		Sent: 4/30/2026 12:18:44 PM
Helen Whittington helen.whittington@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Patty Melchior Patty.Melchior@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Christy Havel Burton christy.havelburton@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Barbara Kakembo bakakembo@tarrantcountytx.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/30/2026 12:18:41 PM
Lisa Muttiah lmuttiah@tarrantcountytx.com Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/30/2026 12:18:42 PM
Dulce Lozano dalozano@tarrantcountytx.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/30/2026 12:18:40 PM
Tarrant County TCAAFinancial@tarrantcountytx.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/30/2026 12:18:39 PM Viewed: 4/30/2026 12:32:02 PM
CMS Internal Routing Mailbox CMS.InternalRouting@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Nadine Bautista nadine.bautista@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/30/2026 12:18:42 PM

Payment Events	Status	Timestamps

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 6
Department: Human Resources	**Prepared By:** Jennifer Jones	**Approved By:** Roxie Held

SUBJECT:

Consideration of Agreement with Savi Solutions PBC to Provide a Student Loan Optimization and Support Platform as an Employee Benefit

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider approval of an agreement with Savi Solutions PBC (Savi) to provide employees and their immediate family members access to the Savi Student Loan Support Platform at no cost to Tarrant County.

BACKGROUND

Savi is a national student loan assistance provider offering tools designed to help borrowers better understand student loan obligations, optimize repayment strategy, and access available federal programs, including income-driven repayment plans and Public Service Loan Forgiveness (PSLF).

The Savi Platform includes:

- Optimization tools that analyze individual loan details and identify the most advantageous repayment options
- Enrollment assistance for federal repayment and forgiveness programs
- Monitoring tools that track compliance requirements
- Ongoing access to student loan specialists for support and guidance
- Educational content to help borrowers manage student debt effectively

Employees may choose between:

- A free Do It Yourself (DIY) Account – includes optimization tools, educational content, and a student loan refinance marketplace
- Premium Services (optional, employee-paid) – provides full enrollment assistance, ongoing monitoring, and expert support

Under the agreement, authorized users include Tarrant County employees and immediate family members who create an account through the designated County-branded Savi web page. This benefit is designed to complement the County's existing financial wellness offerings by reducing financial stress, improving long-term economic stability, and supporting employees navigating federal student loan changes.

FISCAL IMPACT

There is no fiscal impact to Tarrant County. The DIY version of the Savi Platform is provided at no cost. Any upgrade to premium services is voluntary and paid directly by the employee.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Savi_Agreement_TarrantCounty_Mar2026_TC Redline 03252026.docx.pdf

This "**Agreement**" is between Savi Solutions PBC, a public benefits corporation (referred to herein as "**Savi**") and the entity identified below as the Referrer. Referrer is interested in referring its employees and their immediate family members ("**Users**") to the Savi Platform (as defined below). Savi will provide you the following benefits under the following terms to facilitate you making the Savi Platform available to your Users (as defined below), and the additional terms and conditions attached to this Agreement as an exhibit are incorporated into and made a part of this Agreement by reference.

SAVI DETAILS	
"Savi Platform" Description	The Savi Platform offered by Savi is a unique tool to help student loan borrowers better understand their debt, optimize their repayment options, and enroll in the best plan for their financial needs. Referrer may offer the Savi Platform as a powerful student loan employee benefit, including our optimization tools, full enrollment and monitoring features, and ongoing access to student loan experts and support. The Savi Platform can complement other student loan benefits, and can easily integrate into a broader financial wellness program. When using the Savi Platform a User may choose between a DIY account (i.e., a free account) or one of a variety of premium services (i.e., an account with a fee that provides services not available from a DIY account. The "DIY" account will provide access to the Savi Platform's optimization tools, student loan education content, and a student loan refinance marketplace that is made available without charge to all users of the Savi Platform. Authorized "**Users**" under this Agreement are any of Referrer's employees and immediate family members of those employees, in each case who have taken all the steps required to open an account on the Savi Platform using the co- branded domain.
"Referrer" Name	Tarrant County, TX
"Start Date"	March 17, 2026
Term	1 Year. The parties agree that the Agreement shall auto-renew at the end of the then-current term, and annually thereafter on the anniversary such date, in each case for a one-year period, unless Referrer notifies Savi at least 30 days in advance of such renewal that it desires the Agreement to expire at the end of the then-current term, or Savi otherwise terminates the agreement.
Implementation – Co-branded Microsite	**Phase 1 (Immediate): Co-Branded Domain**: SAVI shall create a Referrer microsite at the domain **"Referrername.bysavi.com"** and provide to Referrer SAVI's standard promotional materials that will be co-branded by SAVI and may be used by Referrer in its reasonable discretion to distribute to potential Users.
Implementation – General & Marketing	In order to support successful distribution of the Savi micro-site and materials, Savi will also provide: ● On-going account management services to continue to support the account, troubleshoot any problems, and assist in implementation. ● Employer Dashboard Access ● Pre-filled and tracked Employer Certification Forms

	On behalf of the Client, Savi will be responsible for tracking and answering all Public Service Loan Forgiveness (PSLF) and related applications requests or questions, and Client will refer all such requests to Savi. The parties shall cooperate to develop and implement a marketing and communications strategy for potential Users using materials prepared by SAVI and approved by Referrer to promote the Savi Platform to potential Users in the month or two following the availability of the microsite(s). SAVI may refer your potential Users to the Referrer microsite using a targeted online campaign, such as through the LinkedIn platform. After such implementation, such materials may be used by Referrer to promote the benefits of the Savi Platform to new potential Users.
Per User Fee for Services	***OPTION A*** - Referrer elects to receive the following services (above and beyond the free version of the Savi Platform available to all User) selected below through the Savi Platform on behalf of those of its Users who elect to register for the same (the following services, the "Premium Services"): ☐ Student Loan Premium Guidance (Savi Essential) ☐ Student Loan Employer Contribution ☐ SECURE ACT 2.0 Student Loan Retirement Matching ☐ Tuition Reimbursement Users will create an account and may elect to enroll in one or more of the Premium Services selected above through the Referrer microsite provided by Savi. Referrer agrees to pay to Savi for each User who registers for one or more of the selected Premium Services above $80 per such User per year. The pricing above for each such User account shall be for the calendar year in which such account was opened. Such accounts shall not terminate as a result of the expiration or termination of this Agreement if this Agreement is terminated mid-calendar year. A Savi account is non-transferable and may only be used by only one User. SAVI retains the right to change or increase the fee for Premium Services after the first year of this Agreement by providing Referrer at least 60 days advance notice. Referrer may elect to cease offering one or more Premium Services at any time by providing 30 days advance notice to SAVI. ***OPTION B*** – By checking the box below, Referrer is opting to not pay for any Premium Services and such Premium Services shall not be available to any User. Instead, User's may purchase certain additional services at such User's expense. ☐ Student Loan Guidance– Voluntary Benefit. Referrer may opt to give

	the User the option to pay for Savi Essential or Savi Pro, in which case the User will pay $80 per year for Savi Essential or $180 per year for Savi Pro. Student Loan Premium Guidance, Student Loan Employer Contribution, SECURE ACT 2.0 Student Loan Retirement Matching and Tuition Reimbursement services will not be available to such Users.
Billing	Fees for the Premium Services shall be paid by the Referrer (excluding fees payable by Users) after receipt of an invoice. Savi will issue periodic invoices for such fees, which Referrer agrees to pay within 30 days of receipt.
Payment Processing Services	The Premium Services are provided in cooperation with a third-party payment vendor, and Referrer agrees to the terms available at https://www.attigo.com/cpp-license-agreement-private, applicable only to the payment processing features of the Premium Services (the "Payment Services"), as a condition to receiving such Premium Services, as such terms may be updated from time to time. Use of the Payment Services is governed by such terms and in the event of any conflict between those terms and this Agreement, those terms shall govern. Referrer may at any time terminate its use of the Payment Services simply be ceasing to process payments using the Payment Services, in which case those terms shall cease to apply except to the extent they survive by such terms.
Dashboard	SAVI shall provide Referrer a reasonable number of credentials upon request to access a "dashboard" to the Savi Platform at which Referrer may access aggregated data and reports relating to Users' participation in and benefits received from the Savi Platform.

By signing below, SAVI and the Referrer identified above agree to the terms set forth above, which constitutes the "Agreement" between the parties.

REFERRER

By:
Title:
Date:

SAVI

By: Katie Mogul
Title: Chief of Staff
Date:

ADDITIONAL TERMS AND CONDITIONS EXHIBIT

A. Limited Licenses. Referrer grants to SAVI a non-transferable (except as provided herein), non-exclusive, royalty-free right to reproduce and display the Referrer's name, logos, trademarks, trade names and other similar identifying material (the "Marks") solely on the approved microsite and marketing materials in accordance with Referrer's established usage policies and procedures it may elect to provide to SAVI from time to time. All use of Marks by SAVI shall inure solely to the benefit of Referrer. SAVI grants to Referrer a non-transferable (except as provided herein), non-exclusive, royalty-free right to use the "dashboard" of the Savi Platform solely for its internal business purposes. Referrer acknowledges that each User who registers to use the Savi Platform shall be obligated to agree to a terms of service (TOS), including a privacy policy, applicable to use of the Savi Platform, which TOS may be updated from time to time as provided therein, and that SAVI is not entitled to share data regarding particular Users to Referrer under such privacy policies. Referrer shall not attempt to reverse engineer any aggregated data provided through the "dashboard" to discern information about any particular User. Referrer acknowledges that the User's data is personal and confidential to each User to whom such data relates. In the event SAVI permits Referrer to have demonstration account access to the Savi Platform, SAVI grants Referrer a limited, personal, nonexclusive, non-transferrable, non-assignable license to use the Savi Platform to promote access and use of the Savi Platform by its Users only during the term of this Agreement. Referrer shall not: (i) license, sublicense, sell, resell, transfer, assign, distribute or otherwise commercially exploit or make available to any third party the Savi Platform in any way other than demonstrations to potential Users; (ii) reverse engineer, decompile, modify, translate, disassemble (except to the extent that this restriction is expressly prohibited by law, rule or regulation ("Law")) or create derivative works based upon Referrer's access to or usage of the Savi Platform; (iii) rent, share, lease or otherwise transfer rights to any aspect of the Savi Platform to any third party; or (iv) take any act to remove, obscure, interfere with or modify the presentation or functionality of any aspect of the Savi Platform. Each party reserves all rights to its intellectual property except for the limited licenses granted hereunder.

B. Savi Platform Security. SAVI will collect, host and store (as applicable) the data in the Savi Platform using a third-party hosting provider that operates its hosting facility employing industry standard security. SAVI will provide the Savi Platform using commercially-reasonable physical and environmental security measures to prevent unauthorized access to, and otherwise physically and electronically protect, User Data. SAVI stores all data in, and will provide the Savi Platform from services located in, the United States. Upon becoming aware of (i) any unlawful access to any data stored on the Savi Platform, or (ii) unauthorized access to facilities or equipment resulting in loss, disclosure or alteration of any data in SAVI's possession, or (iii) any actual loss of or suspected threats to the security of data (collectively "**Security Incident**"), SAVI will comply with all laws applicable to such data breach, including where required: (x) promptly notifying the affected Users of the Security Incident (and in all circumstances at least as soon as it reports to similarly situated customers of SAVI); and (y) investigate or perform required assistance in the investigation of the Security Incident and provide Users with information about the Security Incident.

C. Limits on Use of Savi Platform. Referrer shall not, nor attempt to, access any application programming interface to the Savi Platform, even if credentials made available to Referrer permit such access, unless SAVI agrees to such access in a writing signed by an authorized representative of SAVI. Referrer shall not during the term of this Agreement, or for a two-year period thereafter, create or have created software or tools that are intended to replicate or otherwise approximate the benefits provided by the Savi Platform.

D. Suspension. Short of terminating the Agreement, SAVI reserves the right to suspend User access to the Savi Platform if an immediate restriction or suspension is necessary to protect the Savi Platform, SAVI's or its supplier's network or SAVI's ability to provide the Savi Platform to its other customers (e.g., a denial of service attack). SAVI shall promptly restore access when the reason for such suspension is resolved.

E. No Infringement. SAVI represents to Referrer that SAVI, to its knowledge, either owns fully and outright or otherwise possesses and has obtained all rights, approvals, licenses, consents and permissions as are necessary to grant the licenses granted by SAVI under this Agreement.

F. Patent Indemnity.

1. SAVI AGREES TO, AND SHALL, INDEMNIFY AND HOLD REFERRER HARMLESS AGAINST ANY CLAIMS, DAMAGES, AND EXPENSES TO THE EXTENT THE SAME ARISE OUT OF OR ARE ASSERTED AGAINST REFERRER ALLEGING THAT A PRODUCT INFRINGES ANY UNITED STATES PATENT, TRADEMARK, COPYRIGHT OR OTHER INTELLECTUAL PROPERTY RIGHT OF A THIRD-PARTY, PROVIDED THAT (1) REFERRER GIVES SAVI WRITTEN NOTICE WITHIN FIFTEEN (15) DAYS AFTER REFERRER'S ACTUAL KNOWLEDGE OF THE EXISTENCE THEREOF, OF ANY SUCH CLAIMS, DAMAGES, OR EXPENSES, (2) REFERRER AGREES TO COOPERATE REASONABLY WITH SAVI AS REASONABLY NECESSARY TO DEFEND, SETTLE, REIMBURSE, OR AVOID ANY SUCH CLAIMS, DAMAGES AND EXPENSES, AND (3) THE PRODUCT AS OF THE ALLEGED DATE OF INFRINGEMENT WAS IN THE SAME FORM AND CONFIGURATION AS ORIGINALLY SUPPLIED BY SAVI AND HAD NOT BEEN MODIFIED IN ANY WAY WITHOUT THE PRIOR WRITTEN CONSENT OF THE PRESIDENT OR ANY VICE PRESIDENT OF SAVI.

2. Upon timely receipt of Referrer's written notice, SAVI will assume the defense of any claims against Referrer. Referrer agrees to cooperate with SAVI in the defense or settlement of all such claims.

3. SAVI shall not be bound by the terms of any compromise or settlement agreement negotiated or concluded by Referrer without the prior written consent of SAVI.

4. The terms of this Section F will not apply in the event of any sale or other transfer of the Products by Referrer or to the extent of any use of the Products in combination with products or devices not furnished by SAVI.

5. SAVI has not authorized any employee or agent to offer any patent indemnity terms other than those appearing above.

G. MUTUAL LIMITATIONS AND DISCLAIMERS. NEITHER PARTY (NOR IN THE CASE OF SAVI ANY OF ITS SUPPLIERS OR LICENSORS) SHALL BE LIABLE TO THE OTHER OR ANY THIRD PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATING TO THIS AGREEMENT, INCLUDING LOST REVENUE, LOST PROFITS, LOSS OF TECHNOLOGY OR OTHER RIGHTS, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND, EXCLUDING ANY INDEMNIFICATION OBLIGATION OR ANY UNAUTHORIZED DISCLOSURE OF USER DATA, EACH PARTY'S ENTIRE LIABILITY FOR ALL CLAIMS OF WHATEVER NATURE (INCLUDING CLAIMS ARISING OUT OF CONTRACT, TORT OR OTHERWISE) ARISING OUT OF OR RELATING TO THIS AGREEMENT SHALL NOT EXCEED IN THE AGGREGATE THE FEES PAID OR PAYABLE HEREUNDER IN THE ONE YEAR PERIOD BEFORE SUCH CLAIM AROSE, IN EITHER CASE WHETHER UNDER THEORY OF CONTRACT OR TORT OR OTHER THEORY OF RECOVERY; PROVIDED, HOWEVER, THAT THE FOREGOING LIMITATIONS SHALL NOT APPLY TO ANY LIABILITY WHICH MAY NOT BE EXCLUDED OR LIMITED UNDER APPLICABLE LAW. SAVI EXPRESSLY DISCLAIMS ALL IMPLIED WARRANTIES OF ANY KIND, INCLUDING ANY IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY, NONINFRINGEMENT, SATISFACTORY QUALITY, AND/OR FITNESS FOR A PARTICULAR PURPOSE. THE SAVI PLATFORM PROVIDES ADVICE WITH RESPECT TO OPTIONS REGARDING STUDENT LOANS AND REFERRER ACKNOWLEDGES THAT AS BETWEEN SAVI AND A USER, IT IS THE USER'S SOLE RESPONSIBILITY TO EVALUATE THE USEFULNESS, ACCURACY AND COMPLETENESS OF SUCH ADVICE AND TO ACT (OR NOT ACT) UPON IT.

H. Miscellaneous. This Agreement constitutes the entire agreement between SAVI and Referrer with respect to the subject matter hereof and

supersedes and terminates any prior agreements or understandings relating to such subject matter. No addendum, waiver, consent, modification, amendment or change of the terms of this Agreement shall bind either party unless in writing and signed by duly authorized officers of SAVI and Referrer. There are no intended third-party beneficiaries of this Agreement. This Agreement may not be assigned by either party without the written permission of the other party. This Agreement, and the rights and duties of the parties, shall be governed by and construed in accordance with the laws of the State of Texas, without giving effect to the conflict of law provisions thereof. Any legal action arising out of or relating to the Agreement shall be brought only in the state or federal courts located in Tarrant County, Texas, and the parties irrevocably consent to the jurisdiction and venue of such courts. Nothing in this Section shall preclude either party from seeking interim or provisional relief from a court of competent jurisdiction, including a temporary restraining order, preliminary injunction or other interim equitable relief. In no event shall either party be liable to the other for any delay or failure to perform hereunder, which delay or failure to perform is due to causes beyond the reasonable control of said party (collectively, "**Force Majeure**"). If there is any such delay, then the periods for completion of the obligations of the party(ies) affected by such event shall be automatically extended by an equitable period of time based on the duration and effect of such Force Majeure. SAVI may receive and sign or otherwise execute purchase orders or similar documents from Referrer after the execution of this Agreement, and the parties agree that the sole purpose of such documents is for Referrer's internal payment processes and that such execution by SAVI does not constitute an acceptance of any of the terms or conditions of such document. Referrer further represents, warrants and agrees that (i) such documents are solely for compliance with its internal purchasing policies, (i) such document is not intended to and shall not add any new terms or conditions or supersede any conflicting terms and conditions in this Agreement, and (iii) Referrer shall not assert any terms or conditions contained in such documents against SAVI.

I. Texas Public Information Act. Referrer advises SAVI that Referrer is a governmental body under Chapter 552 of the Texas Government Code and that certain information that is collected, assembled, or maintained in connection with the transaction of official business by a governmental body is considered public information potentially subject to disclosure pursuant to a valid Texas Public Information Act ("TPIA") request. SAVI's trade secrets, certain financial information, and proprietary information may be subject to an exception to disclosure under Chapter 552 of the Texas Government Code, Subchapter C. If a TPIA request is made on Referrer to disclose SAVI information that may be subject to an exception from disclosure, Referrer will (i) promptly notify SAVI of such request for disclosure, and (ii) decline to release such information and file a written request with the Texas Attorney General's office seeking a determination as to whether such information may be withheld.

J. Compliance with Laws. In providing the services required by this Agreement, SAVI must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. SAVI shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

K. Boycott of Israel Prohibited. In compliance with Section 2271.001 et seq. of the Texas Government Code, Contractor verifies that neither it nor any of its affiliates currently boycott Israel and neither it nor any of its affiliates will boycott Israel during the term of this Agreement. "Boycott Israel" is defined in Section 808.001(1) of the Texas Government Code.

L. Scrutinized Business Operations Prohibited. In compliance with Section 2252.151 et seq. of the Texas Government Code, Contractor warrants and represents that: (1) neither Contractor nor any of its affiliates engages in scrutinized business operations in Sudan; (2) neither Contractor nor any of its affiliates engages in scrutinized business operations in Iran; and (3) neither Contractor nor any of its affiliates engages in scrutinized business operations with designated foreign terrorist organizations. "Scrutinized business operations in Sudan" is defined in Section 2270.0052 of the Texas Government Code. "Scrutinized business operations in Iran" is defined in Section 2270.0102 of the Texas Government Code. "Scrutinized business operations with designated foreign terrorist organizations" is defined in Section 2270.0152 of the Texas Government Code. Contractor further represents and warrants that neither Contractor nor any of its affiliates appears on any of the Texas Comptroller's Scrutinized Companies Lists.

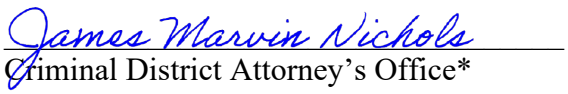
M. Discrimination Against Firearm Entities or Firearm Trade Associations Prohibited. In compliance with Section 2274.002 of the Texas Government Code, Contractor verifies that neither it nor any of its affiliates have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and neither it nor any of its affiliates will discriminate during the term of the Agreement against a firearm entity or firearm trade association. "Discriminate against a firearm entity or firearm trade association" is defined in Section 2274.001(3).

N. Boycott of Certain Energy Companies Prohibited. In compliance with Section 2276.002 of the Texas Government Code, Contractor verifies that neither it nor any of its affiliates currently boycott energy companies and neither it nor any of its affiliates will boycott energy companies during the term of this Agreement. "Boycott energy company" is defined in Section 809.001(1) of the Texas Government Code.

O. Form 1295 Certificate of Interested Parties. Contractor acknowledges and agrees that it has fully, accurately, and completely disclosed all interested parties in the Form 1295 electronically filed with the Texas Ethics Commission, at https://www.ethics.state.tx.us/filinginfo/1295/, as required by law, and that the attached signed copy attached as Exhibit C is a full and true copy of said filed form.

P. Execution of Agreement. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this Agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

APPROVED AS TO FORM:



Criminal District Attorney's Office*

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1
Department: Human Resources	**Prepared By:** Jennifer Jones	**Approved By:** Roxie Held

SUBJECT:

Consideration to Adopt Revisions to the Salary Administration Guidelines

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider adopting revisions to the Salary Administration Guidelines (SAG) effective June 9, 2026.

BACKGROUND

The SAG provides written salary administration policies and procedures designed to ensure consistency in policy application and salary administration throughout Tarrant County.

On February 10, 2026, the Commissioners Court, through Court Order #146663, approved the current version of the SAG.

The proposed revisions relate to Section VII, T, Road and Bridge Pay. This proposed language clarifies eligibility requirements and conditions under which Road and Bridge Crew employees may receive Road and Bridge Pay during a declared state of disaster or local state of disaster, including the requirement for Commissioners Court authorization.

The proposed changes are outlined in the attached document.

FISCAL IMPACT

Any future fiscal impact associated with Road and Bridge Pay would be contingent upon a declared state of disaster or local state of disaster and subsequent authorization by the Commissioners Court.

Attachments

SAG Road and Bridge Pay.pdf

CURRENT TEXT
None

PROPOSED TEXT

13. Road and Bridge Pay

Road and Bridge Pay: In the event the Governor of Texas issues pursuant to Texas Government Code section 418.041 a declaration of state of that includes Tarrant County, or the Tarrant County Judge issues pursuant to Texas Government Code section 418.108 a declaration of local disaster, Ex Officio Road Commissioners may temporarily adjust the workweek of any individual employee working for the Ex Officio Road Commissioners' Road and Bridge Crew to require the employee to report to work during a state of disaster or local state of disaster. Road and Bridge Crew employees required to report to work under such circumstances are eligible to receive Road and Bridge Pay. The issuance of a state of disaster or local state of disaster does not guarantee Road and Bridge Pay for employees. The award of any Road and Bridge Pay is contingent upon the employee being payable from the Road and Bridge Maintenance cost center, being a non-exempt employee, and authorization by the Commissioners Court. Exempt employees are not eligible for Road and Bridge Pay. Road and Bridge Crew employees [MK1.1]are eligible to receive Road and Bridge Pay at the rate of one times their current hourly pay rate for time worked during the declaration upon authorization by the Commissioners Court.

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1
Department: Human Resources	**Prepared By:** Jennifer Jones	**Approved By:** Roxie Held

SUBJECT:

Receive and File Personnel Agenda

***** CONSENT AGENDA *****

See Attachment for Additional Information

Attachments

HR Personnel Agenda 06092026.pdf

TARRANT COUNTY, TEXAS
PERSONNEL AGENDA
June 09, 2026

Organization Description	Fund	Grant	Cost Center	Last name	First name	Position	Position Text	PS Group	Level	Rate From	Rate To	Reason for Action	Effective
Budget-Risk Management	10000-2026	NOT RELEVANT GRANT	1220100000	Lester	Elliot	20006752	Analyst, Risk	EX	74	3723.48	3909.65	Career Ladder Adjustment	3/30/2026
CDA Civil Attorneys	10000-2026	NOT RELEVANT GRANT	4510200000	Nguyen	Paul	20005103	Attorney V - Career Path (Intake)	EX	76	5434.40	5434.40	Lateral Dept Move	4/20/2026
CDA Civil Attorneys	10000-2026	NOT RELEVANT GRANT	4510200000	Wright	Stacie	20007176	Attorney V - Career Path (Prot Orders)	EX	76	4994.07	4994.07	Lateral Dept Move	4/20/2026
CDA Civil Chief and Senior Attorneys	10000-2026	NOT RELEVANT GRANT	4510200000	Hall	Ronald	20002102	Attorney VI, Senior	EX	77	5818.57	6109.50	Promotion	5/11/2026
CDA Civil Chief and Senior Attorneys	10000-2026	NOT RELEVANT GRANT	4510200000	Higgins	William	20002101	Attorney I, Managing	EX	77	6997.57	6997.57	Lateral Dept Move	5/11/2026
CDA Criminal Felony Attorneys	10000-2026	NOT RELEVANT GRANT	4510300000	Ezzell	Grayson	20007180	Attorney V, (Felony)	EX	76	4506.75	4732.09	Promotion	4/27/2026
CDA Criminal Felony Attorneys	10000-2026	NOT RELEVANT GRANT	4510300000	Kowalski	Nicholas	20006910	Attorney II (Felony)	EX-20%	73	3324.23	3435.31	Promotion	4/27/2026
CDA Criminal Felony Attorneys	10000-2026	NOT RELEVANT GRANT	4510300000	Picanes Jr	Rene	20006024	Attorney II (Felony)	EX-20%	73	3324.23	3435.31	Promotion	4/27/2026
CDA Criminal Felony Attorneys	10000-2026	NOT RELEVANT GRANT	4510300000	Stogdill	Shelbi	20006026	Attorney III (Felony)	EX	74	3572.72	3746.93	Promotion	4/27/2026
CDA Criminal Misd Attorneys	10000-2026	NOT RELEVANT GRANT	4510300000	Barton	Bailee	20006828	Attorney, I Misdemeanor	EX-30%	72	25.00	3324.23	Temp-to-Regular	4/20/2026
CDA Criminal Misd Attorneys	10000-2026	NOT RELEVANT GRANT	4510300000	Harty	Sydney	20002143	Attorney, I Misdemeanor	EX-30%	72	25.00	3324.23	Temp-to-Regular	4/20/2026
CDA Investigators	10000-2026	NOT RELEVANT GRANT	4510400000	Espino Nevarez	Victor	20002205	Investigator	55-II	G	58.43	60.20	Step Increase	4/16/2026
CDA Investigators	10000-2026	NOT RELEVANT GRANT	4510400000	Goodwin	Esther	20002214	Investigator	55-II	K		4228.85	PFP Max/Lump Sum	5/1/2026
CDA Investigators	10000-2026	NOT RELEVANT GRANT	4510400000	Johnson	Tiffany	20003535	Investigator	55-II	F	56.73	58.43	Step Increase	4/1/2026
CDA Investigators	10000-2026	NOT RELEVANT GRANT	4510400000	Moore	Mia	20002213	Investigator	55-II	K		4228.85	PFP Max/Lump Sum	5/1/2026
CDA Investigators	10000-2026	NOT RELEVANT GRANT	4510400000	Weaver	Michael	20002220	Investigator	55-II	J	63.90	65.81	Step Increase	5/1/2026
CDA Operations	10000-2026	NOT RELEVANT GRANT	4510100000	Aguilar	Clarisa	20002224	Assistant, Business II	NE	17	29.19	2451.96	Out of Class	4/15/2026
CDA Staff Support	10000-2026	NOT RELEVANT GRANT	4510300000	Allen	Lisa	20002175	Manager, Assistant Staff	EX	72	2898.65	3043.58	Promotion	4/15/2026
CDA Staff Support	10000-2026	NOT RELEVANT GRANT	4510200000	Baez Torres	Yesenia	20003924	Assistant, Legal	NE	17	22.88	25.70	Promotion	5/11/2026
CDA Staff Support	10000-2026	NOT RELEVANT GRANT	4510300000	Hallman	LaChandra	20002033	Secretary, Legal	NE	16	20.10	22.00	Promotion	5/11/2026
CDA Staff Support	10000-2026	NOT RELEVANT GRANT	4510300000	Hernandez	Javier	20002168	Secretary, Legal	NE	16	28.03	28.03	Voluntary Demotion	5/11/2026
Constable 3-Chief Deputy	10000-2026	NOT RELEVANT GRANT	2230100000	Allison	Byron	20006386	Constable, Deputy	53-II	D	34.00	38.37	Temp-to-Regular	5/23/2026
Constable 3-Chief Deputy	10000-2026	NOT RELEVANT GRANT	2230100000	Malone	Keeman	20006261	Constable, Deputy (Bailiff)	53-II	K		2945.28	PFP Max/Lump Sum	4/1/2026
Constable 3-Chief Deputy	10000-2026	NOT RELEVANT GRANT	2230100000	Martinez Jr	Jesus	20005262	Constable, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	5/16/2026
Constable 4-Chief Deputy	10000-2026	NOT RELEVANT GRANT	2240100000	Garcia	Joe	20005157	Constable, Deputy	53-II	D		38.37	Reemployment	5/11/2026
Constable 4-Chief Deputy	10000-2026	NOT RELEVANT GRANT	2240100000	Mauk	Gerald	20006136	Constable, Senior Deputy	54-II	H	50.85	52.37	Step Increase	4/1/2026
Constable 4-Chief Deputy	10000-2026	NOT RELEVANT GRANT	2240100000	Pritchard	Jackie	20008093	Pt Time Employ	TP-NE	21		34.00	Replacement	4/27/2026
Constable 5-Chief Deputy	CARPA-2026	X13DI-2024	5460134000	Pena Jr	Joe	20007910	Constable, Deputy	53-II	E	40.00	40.00	Add/Chg Mobile Phone Allowance	4/27/2026
Constable 5-Chief Deputy	10000-2026	NOT RELEVANT GRANT	2250100000	Riddell	Donnie	20007477	Constable, Deputy (Bailiff)	53-II	G	40.71	41.93	Step Increase	2/1/2026
Constable 6-Chief Deputy	10000-2026	NOT RELEVANT GRANT	2260100000	Bullocks	Clarence	20006137	Constable, Deputy	53-II	J	40.00	40.00	Add/Chg Mobile Phone Allowance	5/1/2026
Constable 7-Chief Deputy	10000-2026	NOT RELEVANT GRANT	2270100000	Masters Jr	Roosevelt	20005084	Constable, Senior Deputy	54-II	I	52.37	53.95	Step Increase	4/16/2026
Constable 8-Chief Deputy	10000-2026	NOT RELEVANT GRANT	2280100000	Edney	Eldridge	20001786	Constable, Senior Deputy	54-II	I	52.37	53.95	Step Increase	4/16/2026
Constable 8-Chief Deputy	10000-2026	NOT RELEVANT GRANT	2280100000	Garrett Jr	Joseph	20006388	Constable, Deputy (Security)	53-II	K		2945.28	PFP Max/Lump Sum	3/1/2026
Constable 8-Chief Deputy	10000-2026	NOT RELEVANT GRANT	2280100000	Wooldridge	Herbert	20006856	Constable, Deputy (Security)	53-II	E	38.37	39.53	Step Increase	4/16/2026
County Auditor-Accounts Payable	10000-2026	NOT RELEVANT GRANT	1210300000	Gaffney	Nickolas	20002271	Auditor, Assistant, A/P	EX	70	3157.26	3157.26	Voluntary Demotion	4/25/2026
County Clerk-Accounting	10000-2026	NOT RELEVANT GRANT	4820104000	Gutzler	Ariele	20000180	Manager, Accounting Trust	EX	74	41.53	3609.52	Promotion	5/18/2026
County Clerk-Accounting Asst Mgr	10000-2026	NOT RELEVANT GRANT	4820104000	Stednitz	Carol	20000199	Manager, Assistant, Accounting	EX	72	3709.55	3895.03	Out of Class	3/5/2026
County Clerk-Accounting Asst Mgr	10000-2026	NOT RELEVANT GRANT	4820104000	Stednitz	Carol	20000199	Manager, Assistant, Accounting	EX	72	3895.03	3709.55	End Out of Class	5/17/2026
County Clerk-Probate	10000-2026	NOT RELEVANT GRANT	4820320000	Avila	Olivia	20000249	Clerk, Mental Health	NE	16		22.00	Replacement	5/18/2026
County Clerk-Vital Records	10000-2026	NOT RELEVANT GRANT	4820201000	Balderamos Jr	Juan	20000192	Assistant Manager, Vital Records	EX	71	32.94	2766.96	Promotion	4/29/2026
Criminal Courts-Auxiliary Coordinators	10000-2026	NOT RELEVANT GRANT	4192500000	Terry	April	20007519	Coordinator, Mental Health	EX	72	25.70	2812.81	Promotion	5/26/2026
Criminal Courts-Business Office	10000-2026	NOT RELEVANT GRANT	4192500000	Cole	Pamela	20007858	Specialist, Data and Jail Population	EX	73	3534.84	3711.58	Promotion	4/20/2026
Criminal Courts-Domestic Violence	10000-2026	NOT RELEVANT GRANT	4192500000	Williams	LaTasha	20005237	Manager, Asst, Program II, Specialty Crt	EX	73	36.84	3149.04	Promotion	4/27/2026
Criminal Courts-Veterans & Public Safety	10000-2026	NOT RELEVANT GRANT	4192500000	Griffith	Ashley	20007002	Manager, Asst, Program II, Specialty Crt	EX	73	33.76	3149.04	Promotion	4/27/2026
Criminal Courts-Veterans & Public Safety	GRANT-2004	M0061-2026	4250100000	Moore	Shekita	20007446	Manager, Case	NE	18	34.38	34.38	No PEBC to Reg	5/4/2026
CSCD-Accounting	GCJAD-2004	C0010-2026	2510100000	Foster	Kedra	20003600	Supervisor, Accounting Unit	MG	2	3884.00	3990.81	Salary Adjustment	5/1/2026
CSCD-Central Support Staff	GCJAD-2004	C0010-2026	2510100000	Zalar	Paul	20007196	Supervisor, Unit	EX	73	3201.10	3201.10	Lateral Dept Transfer	5/9/2026
CSCD-Clerical Central	GCJAD-2004	C0010-2026	2510120000	McBrayer	Lisa	20003842	Clerk, II Supervision	NE	14		1056.64	PFP Max/Lump Sum	5/1/2026
CSCD-Courts	GCJAD-2004	C0010-2026	2510100000	Freeman	Sophia	20003636	Assistant Supervisor	EX	72	34.38	3025.44	Promotion	5/9/2026
CSCD-Courts	GCJAD-2004	C0010-2026	2510110000	Schroeder	Scott	20003659	Officer, Senior Court	NE	19		1798.37	PFP Max/Lump Sum	5/1/2026
CSCD-Courts	GCJAD-2004	C0010-2026	2510110000	Taylor	Bryan	20003649	Officer, Senior Court	NE	19		1798.37	PFP Max/Lump Sum	5/1/2026
CSCD-Field Service Unit	GCJAD-2004	C0010-2026	2510100000	Bell	Alexis	20006602	Supervisor, Unit	EX	73	2924.29	3199.50	Promotion	5/2/2026
CSCD-IDT Jail	GCJAD-2004	C0028-2026	2510110000	Powell	Courtney	20006745	Counselor II	NE	18	30.86	30.86	Lateral Dept Transfer	4/27/2026
CSCD-Intense Day Treatment Program	GCJAD-2004	C0010-2026	2510110000	Chamble	Keesha	20004625	Counselor II	NE	18	29.96	30.86	Salary Adjustment	5/1/2026
CSCD-Intense Day Treatment Program	GCJAD-2004	C0028-2026	2510110000	Hunter	Kelly	20006555	Counselor II	NE	18	30.86	31.79	Salary Adjustment	5/1/2026
CSCD-Mentally Impaired Unit	GCJAD-2004	C0010-2026	2510100000	Cisneros	Hugo	20003638	Supervisor, Unit	EX	73	3143.53	3301.90	Promotion	5/2/2026
CSCD-Northeast Field Unit #1	GCJAD-2004	C0010-2026	2510100000	Cartmill	John	20003645	Supervisor, Unit	EX	73	3092.82	3247.44	Promotion	5/9/2026

Organization Description	Fund	Grant	Cost Center	Last name	First name	Position	Position Text	PS Group	Level	Rate From	Rate To	Reason for Action	Effective
CSCD-Northeast Field Unit #1	GCJAD-2004	C0049-2026	2510110000	Massey	Holly	20003769	Officer, I,Supervision	NE	18	30.86	31.79	Salary Adjustment	5/1/2026
CSCD-Northeast Field Unit #2	GCJAD-2004	C0010-2026	2510110000	Roscoe	Davon	20006050	Officer, I,Supervision	NE	18	30.86	31.79	Salary Adjustment	5/1/2026
CSCD-Northeast Field Unit #2	GCJAD-2004	C0010-2026	2510120000	Soto	Jaqueline	20003602	Clerk, II Supervision	NE	14		20.37	Replacement	5/4/2026
CSCD-Northside Operations	GCJAD-2004	C0010-2026	2510110000	Enriquez	Keila	20006073	Officer, I,Supervision	NE	18	20.41	28.82	Reg to No PEBC	5/18/2026
CSCD-Northside Operations	GCJAD-2004	C0010-2026	2510110000	Mayes	Ashia	20003260	Officer, I,Supervision	NE	18		29.96	Replacement	5/18/2026
CSCD-Northwest Field Unit	GCJAD-2004	C0010-2026	2510110000	Bean	Taylor	20003797	Officer, I,Supervision	NE	18	30.86	31.79	Salary Adjustment	5/1/2026
CSCD-Northwest Field Unit	GCJAD-2004	C0049-2026	2510110000	Kosowick	Nicole	20006074	Officer, I,Supervision	NE	18		3197.79	PFP Max/Lump Sum	5/1/2026
CSCD-Northwest Field Unit	GCJAD-2004	C0010-2026	2510110000	Reyna	Susan	20004642	Officer, I,Supervision	NE	18	29.96	30.86	Salary Adjustment	5/1/2026
CSCD-Poly Field Unit	GCJAD-2004	C0010-2026	2510110000	Davis	Lisa	20006077	Officer, I,Supervision	NE	18	30.86	31.79	Salary Adjustment	5/1/2026
CSCD-Poly Field Unit	GCJAD-2004	C0010-2026	2510100000	Mendiola	Mario	20003641	Assistant Supervisor	EX	72	33.07	2899.92	Promotion	5/9/2026
CSCD-Poly Field Unit	GCJAD-2004	C0010-2026	2510100000	Mendiola	Mario	20003641	Assistant Supervisor	EX	72	33.07	2899.92	Bilingual Pay	5/9/2026
CSCD-PreTrial	T3300-2026	NOT RELEVANT GRANT	2510500000	Holland	Ethan	20007093	Officer, I, Supervision	NE	18	28.82	29.96	Salary Adjustment	5/1/2026
CSCD-PreTrial	T3300-2026	NOT RELEVANT GRANT	2510500000	Marks	Michelle	20007119	Officer, I, Supervision	NE	18	30.86	30.86	Lateral Dept Transfer	5/6/2026
CSCD-PreTrial	GCJAD-2004	C0024-2026	2510110000	Ramlall-Tejera	Vallerie	20004648	Officer, I,Supervision	NE	18	32.14	32.14	Lateral Dept Transfer	5/6/2026
CSCD-PreTrial	T3300-2026	NOT RELEVANT GRANT	2510500000	Slovacek	Sarah	20007121	Officer, I, Supervision	NE	18	28.82	29.96	Salary Adjustment	5/1/2026
CSCD-PreTrial	T3300-2026	NOT RELEVANT GRANT	2510500000	Solis	Sarah	20006511	Assistant Supervisor	EX	72	30.86	2715.68	Promotion	5/9/2026
CSCD-PreTrial	T3300-2026	NOT RELEVANT GRANT	2510500000	Stanberry	Carrie	20007117	Assistant Supervisor	EX	72	41.37	3475.08	Promotion	5/9/2026
CSCD-RISE	GRANT-2004	G0018-2026	2510500000	McGuire	Tre'Naisha	20006753	Assistant Supervisor	EX	72	3092.82	3092.82	Lateral Dept Transfer	5/2/2026
CSCD-South Central Field Unit	GCJAD-2004	C0010-2026	2510100000	Livingston	Robert	20003640	Supervisor, Unit	EX	73	3535.62	3712.80	Promotion	5/2/2026
CSCD-South Unit	GCJAD-2004	C0010-2026	2510110000	Al-Noubani	Leen	20006098	Officer, I,Supervision	NE	18	28.82	28.82	Lateral Dept Transfer	5/7/2026
CSCD-South Unit	GCJAD-2004	C0010-2026	2510100000	Waterman	Zackrey	20006572	Assistant Supervisor	EX	72	31.79	2797.52	Promotion	5/9/2026
CSCD-South Unit	GCJAD-2004	C0010-2026	2510110000	Wray	Warren	20006953	Substitute Emp.	TP-NE	22	35.29	36.26	Salary Adjustment	5/1/2026
CSCD-Southeast Field Unit	GCJAD-2004	C0010-2026	2510110000	Mach	Mia	20003728	Officer, I,Supervision	NE	18	29.96	29.96	Lateral Dept Transfer	5/7/2026
CSCD-Southeast Field Unit	GCJAD-2004	C0049-2026	2510110000	Wright	Ben	20003790	Officer, I,Supervision	NE	18		1637.70	PFP Max/Lump Sum	5/1/2026
CSCD-Southwest Field Unit #2	GCJAD-2004	C0010-2026	2510100000	Coomer	Michael	20003408	Supervisor, Unit	EX	73		2968.03	PFP Max/Lump Sum	5/1/2026
CSCD-Southwest Field Unit #2	GCJAD-2004	C0010-2026	2510110000	Eldridge	Nicolas	20003413	Officer, I,Supervision	NE	18	29.96	29.96	Lateral Dept Transfer	4/20/2026
CSCD-TAIP Program	GCJAD-2004	C0090-2026	2510110000	Clemons	Kimberly	20003409	Counselor II	NE	18	37.18	38.65	Salary Adjustment	5/1/2026
CSCD-TAIP Program	GCJAD-2004	C0090-2026	2510100000	Coffey	Duane	20006456	Supervisor, Program	EX	73	3688.04	3789.46	Salary Adjustment	5/1/2026
CSCD-TAIP Program	GCJAD-2004	C0090-2026	2510110000	Thomas	Melissa	20003411	Counselor II	NE	18	30.86	30.86	Lateral Dept Transfer	4/27/2026
CSCD-Transfer Out	GCJAD-2004	C0010-2026	2510120000	Garcia	Sara	20005910	Aide, Supervision Officer	NE	17		25.66	Replacement	5/4/2026
District Clerk-Accounting	10000-2026	NOT RELEVANT GRANT	4810010000	Carter	Gabrielle	20002703	Administrator, Registry Funds Accountant	NE	18	28.61	30.04	Promotion	5/18/2026
District Clerk-Accounting	10000-2026	NOT RELEVANT GRANT	4810010000	Munoz	Emma	20006721	Coordinator, Accounting-Electronic Funds	NE	18	36.75	36.75	Lateral Dept Move	5/18/2026
District Clerk-Civil	10000-2026	NOT RELEVANT GRANT	4810110000	Rogstad	Rachel	20002712	Clerk, Administrative Court, Civil	NE	17	20.32	25.70	Promotion	4/13/2026
District Clerk-Criminal	10000-2026	NOT RELEVANT GRANT	4810120000	Amador	Whitney	20004014	Administrator, Technical Criminal	EX	70	31.07	2609.88	Promotion	4/20/2026
District Clerk-Criminal	10000-2026	NOT RELEVANT GRANT	4810120000	Miller	Tyniqua	20002756	Clerk, III Associate District Court	NE	15		19.44	Reemployment	6/1/2026
District Clerk-Criminal	10000-2026	NOT RELEVANT GRANT	4810120000	Terry	April	20002717	Clerk, Administrative Court, Criminal	NE	17	25.70	25.70	Promotion	4/27/2026
District Clerk-Family Law	10000-2026	NOT RELEVANT GRANT	4810130000	Aldaco	Brandy	20006044	Pt Time Employ	TP-NE	21	19.44	18.00	Regular-to-Temp	4/27/2026
District Court-213th	10000-2026	NOT RELEVANT GRANT	4123100000	Ferry	Michael	20002597	Judge-DC Crim	UC	97	4988.89	692.30	Reg to Elected Official	5/7/2026
Court Reporters, Substitute	10000-2026	NOT RELEVANT GRANT	4880100000	Fillmore	Hillary	20008095	Proj Emp-EX-Sub Coordinator	TP-EX	24		2812.81	Replacement	5/11/2026
District Court-360th	10000-2026	NOT RELEVANT GRANT	4134100000	Mills	Joshua	20004964	Bailiff, II Judge's	53-II	J	44.49	45.83	Step Increase	3/1/2026
DRO-Family Court Services Asst	10000-2026	NOT RELEVANT GRANT	4830300000	Jenkins	Victoria	20001907	Caseworker	EX	72	2789.79	2929.28	Promotion	5/5/2026
DRO-Supervised Visitation Services	10000-2026	NOT RELEVANT GRANT	4830300000	Daniels	Michelle	20001913	Administrative Assistant IV	NE	17	20.02	25.70	Promotion	5/25/2026
DRO-Supervised Visitation Services	10000-2026	NOT RELEVANT GRANT	4830300000	Johnson	Secequria	20006198	Substitute Emp	TP-NE	22		25.00	Replacement	4/30/2026
Elections-Technical Operations	10000-2026	NOT RELEVANT GRANT	1420000000	Curseaden	Zachary	20000166	Technician, Voting Equipment	NE	15		19.44	Replacement	4/20/2026
Elections-Technical Operations	10000-2026	NOT RELEVANT GRANT	1420000000	Garcia	Derrick	20005860	Technician, Voting Equipment	NE	15		19.44	Replacement	4/27/2026
Elections-Technical Operations	10000-2026	NOT RELEVANT GRANT	1420000000	Petty	Jerry	20000163	Supervisor, Operations Technical	NE	18		29.56	Reemployment	5/22/2026
Elections-Voter Registration	10000-2026	NOT RELEVANT GRANT	1420000000	Russell	Ann	20000156	Manager, Voter Registration	EX	73	3149.04	3149.04	Project with Benefits to Reg	4/27/2026
Facilities Management-GrphcsPrnt	10000-2026	NOT RELEVANT GRANT	1860300000	Reese	Nicholas	20000069	Operator, Offset Press	CR	29	27.10	28.46	Promotion	4/18/2026
Facilities Management-Oper Mgr	10000-2026	NOT RELEVANT GRANT	3110312000	Bolonghe	Anil	20000395	Superintendent II, Building	CR	30	40.00	40.00	Add/Chg Mobile Phone Allowance	5/18/2026
InformationTechnology-CommHlth&DevSvcCoE	10000-2026	NOT RELEVANT GRANT	1810410000	Reynolds Jr	Joe	20004574	Manager, IT Resource	IT-EX	91	4097.39	4755.48	Promotion	5/4/2026
InformationTechnology-DIS Tech	10000-2026	NOT RELEVANT GRANT	1810260000	Torres	Jesus	20000146	Technician, II, DIS	NE	15		19.44	Replacement	4/27/2026
Justice of the Peace 2-Court Mgr	CARPA-2025	X13DI-2024	5460134000	Jones	Yeronica	20007766	ProjEmpNonEx	TP-NE	23	25.70	25.70	Salary Adjustment	7/14/2025
Juvenile Services-Central Region 5	10000-2026	NOT RELEVANT GRANT	2610210000	Gonzalez	Patricia	20001803	Supervisor, Juvenile Caseworker	EX	73	37.72	3168.48	Promotion	5/4/2026
Juvenile Services-CommntySvcRstn	10000-2026	NOT RELEVANT GRANT	2610550000	Bonilla	Ali	20005797	Substitute Emp	TP-NE	22		16.00	Replacement	5/18/2026
Juvenile Services-Detention Intake	GRANT-2004	P0011-2026	2610340000	Cooper	Tajayla	20006299	Supervisor, Assistant, Caseworker	EX	72		40.00	Add/Chg Mobile Phone Allowance	5/1/2026
Juvenile Services-Detention Intake	GRANT-2004	P0011-2026	2610340000	Lazarova	Pavlina	20003482	Supervisor, Juvenile Caseworker	EX	73	39.01	3276.84	Promotion	4/18/2026
Juvenile Services-Detention Intake	GRANT-2004	P0011-2026	2610340000	Lazarova	Pavlina	20003482	Supervisor, Juvenile Caseworker	EX	73		40.00	Add/Chg Mobile Phone Allowance	5/1/2026
Juvenile Services-Detention Intake	10000-2026	NOT RELEVANT GRANT	2610340000	Serrato Jr	Santiago	20001825	Officer, Juvenile Probation	NE	18	33.43	33.43	Lateral Dept Move	4/25/2026
Juvenile Services-Detention Intake	10000-2026	NOT RELEVANT GRANT	2610340000	Vigil	Jeffrey	20001892	Officer, Juvenile Probation	NE	18	32.07	32.07	Lateral Dept Move	4/25/2026
Juvenile Services-Human Resources	10000-2026	NOT RELEVANT GRANT	2610110000	Barnes	Kaynesha	20007837	Administrative Asst III, HR (Juv Svcs)	NE	16	26.87	24.18	End Out of Class	4/25/2026
Juvenile Services-Human Resources	10000-2026	NOT RELEVANT GRANT	2610110000	Benford	Linda	20001789	Coordinator, Human Resource (Juv Svcs)	NE	18		29.56	Replacement	4/27/2026
Juvenile Services-Intake Unit 1	GRANT-2004	P0011-2026	2610260000	Herrera	Valeria	20006306	Officer, Juvenile Probation	NE	18	290.00	290.00	Add/Chg Juvenile Supplement	4/20/2026
Juvenile Services-Medical Svc	10000-2026	NOT RELEVANT GRANT	2610410000	Anaya	Angelica	20004825	Secretary V, Detention Clinic	NE	16	27.34	28.71	Promotion	5/18/2026
Juvenile Services-Northeast Region 1	GRANT-2004	P0011-2026	2610210000	Havlak	Quinton	20004611	Officer, Juvenile Probation	NE	18		40.00	Add/Chg Mobile Phone Allowance	5/1/2026
Juvenile Services-Northwest Region 2	GRANT-2004	P0011-2026	2610210000	Garcia	Michael	20005267	Officer, Juvenile Probation	NE	18	22.00	28.21	Promotion	5/2/2026
Juvenile Services-Operational Support	10000-2026	NOT RELEVANT GRANT	2610110000	Moreno	Maricela	20007478	Receptionist	NE	13		16.08	Replacement	5/18/2026
Juvenile Services	10000-2026	NOT RELEVANT GRANT	2610410000	Mason	Freeman	20007061	Officer, Institutional Probation	NE	18		29.56	Replacement	5/11/2026

Organization Description	Fund	Grant	Cost Center	Last name	First name	Position	Position Text	PS Group	Level	Rate From	Rate To	Reason for Action	Effective
Juvenile Services	10000-2026	NOT RELEVANT GRANT	2610410000	Harris	Sir Thomas	20001931	Officer, Institutional Probation	NE	18	28.90	29.56	Adjust to Hire-in Rate	4/14/2026
Juvenile Services	10000-2026	NOT RELEVANT GRANT	2610410000	Waldon	Queinton	20004814	Officer, Institutional Probation	NE	18	29.10	29.56	Adjust to Hire-in Rate	3/13/2026
Juvenile Services	10000-2026	NOT RELEVANT GRANT	2610410000	Robinson	Jaylon	20004832	Officer, Security Control	NE	16		290.00	Add/Chg Juvenile Supplement	4/18/2026
Juvenile Services	10000-2026	NOT RELEVANT GRANT	2610410000	Oweh	Olemena	20006268	Officer, Security Control	NE	16		21.00	Replacement	5/4/2026
Juvenile Services	10000-2026	NOT RELEVANT GRANT	2610410000	Robinson	Nathaniel	20007164	Officer, Security Control	NE	16		21.00	Replacement	5/18/2026
Medical Examiner-Investigation	10000-2026	NOT RELEVANT GRANT	2310100000	Sandoval	Rivia	20007833	Investigative Assistant	NE	15		19.44	Reemployment	5/18/2026
PH-AHS Operations	GRANT-2004	F0033-2026	5100303000	Saji	Lea	20003370	Specialist, Epidemiology Support	NE	15		17.67	Replacement	4/27/2026
PH-DiseaseIntervention 4	GRANT-2004	F0038-2026	5100303000	Garcia Sandoval	Rafael	20005480	Specialist, Epidemiology	EX	70		2256.00	Replacement	5/4/2026
PH-Environmental Quality Admin 2	22300-2026	NOT RELEVANT GRANT	5100201000	Ortega	Elena	20007359	Administrative Assistant III	NE	16	21.57	22.65	Promotion	4/27/2026
PH-TB Outreach	GRANT-2004	F0046-2026	5100403000	Baker	Briah	20004895	Specialist, Epidemiology	EX	70	2428.38	2428.38	Lateral Dept Transfer	5/4/2026
PH-WIC-Call Center	GRANT-2004	F0060-2026	5100704000	Sao	Sarina	20005001	Clerk, IV General Office	NE	14		16.29	Replacement	5/11/2026
PH-WIC-Team 2	GRANT-2004	F0060-2026	5100704000	Tapia	Nataly	20003304	Clerk, IV General Office	NE	14		16.29	Replacement	5/18/2026
PH-WIC-Team 3	GRANT-2004	F0060-2026	5100707100	Asare	Ohenewah	20008080	Supervisor, Lactation Program	EX	72	2908.39	3053.81	Promotion	6/1/2026
Precinct2-Project Supervisor	26100-2026	NOT RELEVANT GRANT	6210300000	Martinez	Angel	20007932	Operator, III, Equipment	CR-20%	28	21.61	23.75	Promotion	4/18/2026
Precinct2-Project Supervisor	26100-2026	NOT RELEVANT GRANT	6210300000	Varela	Adrian	20003048	Operator, II, Equipment	CR-20%	27		21.61	Replacement	5/11/2026
Precinct3-Asst Pct Administration	10000-2026	NOT RELEVANT GRANT	6310100000	Keyes	Darren	20006806	Administrator, Office	EX	70		2357.65	Reemployment	5/1/2026
Precinct3-Asst Pct Administration	10000-2026	NOT RELEVANT GRANT	6310100000	Lewis	Jacob	20008092	Temp Empl	TP-NE	20		17.00	Replacement	5/11/2026
Precinct3-Office Administration	26100-2026	NOT RELEVANT GRANT	6310300000	Senkyr	Liam	20003079	Superintendent I, Maintenance	CR	28	22.37	23.49	Promotion	6/4/2026
Precinct3-Project Supervisor	26100-2026	NOT RELEVANT GRANT	6310300000	Teter	James	20003078	Operator, II, Equipment	CR-20%	27		19.81	Replacement	5/4/2026
Precinct4-Equipment Maintenance	26100-2026	NOT RELEVANT GRANT	6410300000	Escobedo	Antonio	20003054	Mechanic, I	CR-20%	28	19.79	23.75	Adjust to Hire-in Rate	4/29/2026
Precinct4-Equipment Maintenance	26100-2026	NOT RELEVANT GRANT	6410300000	Lowe	Gregory	20003092	Mechanic, II	CR-20%	29		25.15	Replacement	5/4/2026
Precinct4-Project Operation-1	26100-2026	NOT RELEVANT GRANT	6410300000	Coulter	Ronald	20003129	Operator, II, Equipment	CR-20%	27		21.61	Replacement	5/11/2026
Purchasing-Asst Purchasing Agent	10000-2026	NOT RELEVANT GRANT	1830100000	Rivers	Tiara	20006248	Coordinator, Vendor Outreach	EX	72		2812.81	Reemployment	4/28/2026
Purchasing-Office Support Services	10000-2026	NOT RELEVANT GRANT	1830100000	Darby	Mikaylah	20000017	Buyer, Senior	EX	72	2357.65	2812.81	Promotion	4/27/2026
SO-Chief of Staff	10000-2026	NOT RELEVANT GRANT	2110010000	Hallenbeck	Keitha	20001568	Lieutenant	55-II	K		4228.85	PFP Max/Lump Sum	3/1/2026
SO-CID	10000-2026	NOT RELEVANT GRANT	2110430000	Ramsey	Ivory	20000673	Sheriff, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	3/1/2026
SO-CNET	10000-2026	NOT RELEVANT GRANT	2110420000	Rubalcaba	JoeDavid	20001599	Sheriff, Deputy (K9)	53-II	K		2945.28	PFP Max/Lump Sum	4/1/2026
SO-CNET	10000-2026	NOT RELEVANT GRANT	2110420000	Sutter	Dakota	20001579	Sheriff, Deputy	53-II	D		38.37	Reemployment	5/11/2026
SO-Confinement-Bond Desk	10000-2026	NOT RELEVANT GRANT	2120950000	Enriquez	Sandra	20000762	Technician, Bond	NE	16		22.00	Replacement	5/4/2026
SO-Confinement-Bond Desk	10000-2026	NOT RELEVANT GRANT	2120950000	Lopez	Alex	20007158	Sheriff, Deputy	53-II	D		38.37	Reemployment	5/4/2026
SO-Confinement-Bond Desk	10000-2026	NOT RELEVANT GRANT	2120950000	Ponce	Stacy	20001182	Sheriff, Deputy	53-II	F	39.53	40.71	Step Increase	5/1/2026
SO-Confinement-Bond Desk	10000-2026	NOT RELEVANT GRANT	2120950000	Sandella	David	20000921	Sheriff, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	3/1/2026
SO-Confinement-Bond Desk	10000-2026	NOT RELEVANT GRANT	2120950000	White	Kaci	20000801	Sergeant	54	E	43.14	44.43	Step Increase	5/1/2026
SO-Confinement-Booking-Sergeant 1	10000-2026	NOT RELEVANT GRANT	2120940000	Carnero	Homero	20000861	Corporal, Detention	53	J	41.26	42.48	Step Increase	4/16/2026
SO-Confinement-Booking-Sergeant 1	10000-2026	NOT RELEVANT GRANT	2120940000	Coffman	Kelly	20001147	Officer, Detention	52	K		2291.33	PFP Max/Lump Sum	4/16/2026
SO-Confinement-Booking-Sergeant 1	10000-2026	NOT RELEVANT GRANT	2120940000	Miller	Kimberly	20000876	Corporal, Detention	53	D	34.54	35.58	Step Increase	4/1/2026
SO-Confinement-Booking-Sergeant 2	10000-2026	NOT RELEVANT GRANT	2120940000	Crowley	Eric	20000864	Corporal, Detention	53	F	36.65	37.75	Step Increase	5/16/2026
SO-Confinement-Booking-Sergeant 2	10000-2026	NOT RELEVANT GRANT	2120940000	Luster	Lakeisha	20001043	Officer, Detention	52	K		2291.33	PFP Max/Lump Sum	5/16/2026
SO-Confinement-Booking-Sergeant 2	10000-2026	NOT RELEVANT GRANT	2120940000	Mogaka	Charles	20001390	Officer, Detention	52	K		2291.33	PFP Max/Lump Sum	4/16/2026
SO-Confinement-Booking-Sergeant 2	10000-2026	NOT RELEVANT GRANT	2120940000	Phillips	Charles	20000910	Corporal, Detention	53	J	41.26	42.48	Step Increase	4/16/2026
SO-Confinement-Classification-Lieutenant	10000-2026	NOT RELEVANT GRANT	2120940000	Safdar	Abbas	20007325	Corporal, Detention	53	J	41.26	42.48	Step Increase	4/16/2026
SO-Confinement-Greenbay-Corporal 1	10000-2026	NOT RELEVANT GRANT	2120960000	Archibald	Jason	20000534	Officer, Detention	52	K	35.65	36.72	Step Increase	5/1/2026
SO-Confinement-Greenbay-Corporal 1	10000-2026	NOT RELEVANT GRANT	2120960000	Catchings	Tebria	20007318	Sheriff, Deputy Cadet (Detention Ofcr)	52	B	28.12	28.12	Lateral Dept Transfer	5/9/2026
SO-Confinement-Greenbay-Corporal 1	10000-2026	NOT RELEVANT GRANT	2120960000	Jackson	Zaccheus	20005986	Specialist, Security Control	52	K		2291.33	PFP Max/Lump Sum	5/16/2026
SO-Confinement-Greenbay-Corporal 1	10000-2026	NOT RELEVANT GRANT	2120960000	Lumbwe	Mamie	20001273	Officer, Detention	52	A		27.30	Replacement	5/4/2026
SO-Confinement-Greenbay-Corporal 1	10000-2026	NOT RELEVANT GRANT	2120960000	Moore	Donald	20000553	Officer, Detention	52	A		27.30	Replacement	5/11/2026
SO-Confinement-Greenbay-Corporal 1	10000-2026	NOT RELEVANT GRANT	2120970000	Ndawula	Samalie	20005679	Officer, Detention	52	A		27.30	Replacement	5/4/2026
SO-Confinement-Greenbay-Corporal 1	10000-2026	NOT RELEVANT GRANT	2120960000	Scott	Michael	20000638	Officer, Detention	52	G	31.65	32.60	Step Increase	5/1/2026
SO-Confinement-Greenbay-Corporal 1	10000-2026	NOT RELEVANT GRANT	2120960000	Weaver	Lucheyona	20001468	Officer, Detention	52	A		27.30	Replacement	4/27/2026
SO-Confinement-Greenbay-Corporal 2	10000-2026	NOT RELEVANT GRANT	2120960000	Brown	Kobe	20000473	Officer, Detention	52	A		27.30	Replacement	5/4/2026
SO-Confinement-Greenbay-Corporal 2	10000-2026	NOT RELEVANT GRANT	2120960000	Davila	John	20000507	Officer, Detention	52	K		2291.33	PFP Max/Lump Sum	5/1/2026
SO-Confinement-Greenbay-Corporal 2	10000-2026	NOT RELEVANT GRANT	2120960000	Harrison	Karli	20007321	Officer, Detention	52	A		27.30	Replacement	5/4/2026
SO-Confinement-Greenbay-Corporal 2	10000-2026	NOT RELEVANT GRANT	2120960000	Lightner	Cody	20000544	Officer, Detention	52	A		27.30	Replacement	4/27/2026
SO-Confinement-Greenbay-Corporal 2	10000-2026	NOT RELEVANT GRANT	2120960000	Messick	Zachariah	20000458	Officer, Detention	52	E	24.76	30.73	Step Increase	4/20/2026
SO-Confinement-Greenbay-Corporal 2	10000-2026	NOT RELEVANT GRANT	2120960000	Robles	Matthew	20000487	Officer, Detention	52	A		27.30	Replacement	5/18/2026
SO-Confinement-Greenbay-Corporal 2	10000-2026	NOT RELEVANT GRANT	2120960000	Whitton	Noah	20001133	Officer, Detention	52	A		27.30	Replacement	5/11/2026
SO-Confinement-Greenbay-Corporal 3	10000-2026	NOT RELEVANT GRANT	2120960000	Arellano	Virginia	20000560	Specialist, Security Control	52	G	31.65	32.60	Step Increase	5/1/2026
SO-Confinement-Greenbay-Corporal 3	10000-2026	NOT RELEVANT GRANT	2120960000	Balero	Noah	20000548	Officer, Detention	52	A		27.30	Replacement	5/11/2026
SO-Confinement-Greenbay-Corporal 3	10000-2026	NOT RELEVANT GRANT	2120960000	Currington	Yolanda	20000428	Officer, Detention	52	A		27.30	Replacement	5/11/2026
SO-Confinement-Greenbay-Corporal 3	10000-2026	NOT RELEVANT GRANT	2120960000	Johnson	Olajide	20006004	Officer, Detention	52	A		27.30	Replacement	5/4/2026
SO-Confinement-Greenbay-Corporal 3	10000-2026	NOT RELEVANT GRANT	2120960000	Maag III	Cletus	20007156	Officer, Detention	52	C	28.96	28.96	Lateral Dept Transfer	5/9/2026
SO-Confinement-Greenbay-Corporal 3	10000-2026	NOT RELEVANT GRANT	2120960000	Tilley	John	20000449	Officer, Detention	52	B	27.30	28.12	Step Increase	4/16/2026
SO-Confinement-Greenbay-Sergeant 1	10000-2026	NOT RELEVANT GRANT	2120960000	Runsewe	Saheed	20006015	Sergeant	54	A	34.54	39.49	Promotion	5/2/2026
SO-Confinement-Laundry-Corporal	10000-2026	NOT RELEVANT GRANT	2120950000	Abernathy	Ayah	20004956	Officer, Detention	52	K		2291.33	PFP Max/Lump Sum	4/16/2026
SO-Confinement-Support Services-Captain	10000-2026	NOT RELEVANT GRANT	2120950000	Duncan Jr	Stanley	20001473	Officer, Detention	52	K	36.72	36.72	Lateral Dept Transfer	5/2/2026
SO-Confinement-Support Services-Captain	10000-2026	NOT RELEVANT GRANT	2120950000	Gillet	Daniel	20000901	Corporal, Detention	53	J	41.26	42.48	Step Increase	4/16/2026
SO-Confinement-Support Services-Captain	10000-2026	NOT RELEVANT GRANT	2120950000	Renner	Jennifer	20005630	Captain	56	K		4736.46	PFP Max/Lump Sum	5/16/2026

Organization Description	Fund	Grant	Cost Center	Last name	First name	Position	Position Text	PS Group	Level	Rate From	Rate To	Reason for Action	Effective
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Alqalawi	Mohammad	20001367	Officer, Detention	52	A		27.30	Replacement	4/27/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Avilez	Saul	20000556	Officer, Detention	52	A		27.30	Replacement	5/11/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Blakely	Jordan	20007302	Officer, Detention Clinic	52	A		27.30	Replacement	5/11/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Fisher II	Jimmy	20007149	Officer, Detention	52	A		27.30	Replacement	5/18/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	George-McCleskey	Gabrial	20001455	Officer, Detention	52	A		27.30	Replacement	5/4/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Harmon	Kevin	20001457	Officer, Detention	52	A	27.30	27.30	Lateral Dept Transfer	5/2/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Iseman	Nathalie	20001127	Officer, Detention	52	I	33.58	34.60	Step Increase	5/1/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	McKnight	Amber	20001199	Officer, Detention	52	H	32.60	33.58	Step Increase	5/1/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Molina	Wesley	20007141	Officer, Detention	52	D	28.96	29.83	Step Increase	5/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120950000	Salawu	Ademola	20001240	Officer, Detention	52	A		27.30	Replacement	5/4/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Steans	Kevin	20001406	Officer, Detention	52	B	27.30	28.12	Step Increase	4/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Womack	Johnny	20000987	Officer, Detention	52	K		2291.33	PFP Max/Lump Sum	4/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Brown	Christopher	20001214	Officer, Detention	52	A		27.30	Replacement	5/11/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Catchings	Tebria	20001255	Officer, Detention	52	B	27.30	28.12	Step Increase	4/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Farris	Jameshia	20001251	Officer, Detention	52	A		27.30	Replacement	5/4/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Fernandez	Javier	20001478	Officer, Detention	52	A		27.30	Replacement	5/11/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Fryer	Wanda	20001061	Officer, Detention	52	B	27.30	28.12	Step Increase	5/1/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Hoffman	Jamie	20000970	Officer, Detention	52	D	28.96	29.83	Step Increase	5/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Kairu	Peter	20004798	Officer, Detention	52	B	27.30	28.12	Step Increase	4/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Kolawole	Tope	20000504	Officer, Detention	52	G	31.65	32.60	Step Increase	5/1/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Medina	Amir	20007311	Officer, Detention	52	A		27.30	Replacement	5/4/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Oppong Anane	Edward	20001431	Officer, Detention	52	B	27.30	28.12	Step Increase	4/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Salgado	Haydee	20001230	Officer, Detention	52	B	27.30	28.12	Step Increase	5/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Serrato	Mauricio	20007143	Officer, Detention	52	A		27.30	Replacement	5/18/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Stewart	Camron	20005969	Officer, Detention	52	B	27.30	28.12	Step Increase	4/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Tellez	Bryan	20007304	Officer, Detention Clinic	52	A		27.30	Replacement	5/4/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Washington	Jaydn	20005969	Officer, Detention	52	A		27.30	Replacement	4/27/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Amaning	Daniel	20001466	Officer, Detention	52	A		27.30	Reemployment	5/18/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Eames	Dillon	20001047	Officer, Detention	52	C	28.12	28.96	Step Increase	4/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Etumnu	Patrick	20004229	Officer, Detention	52	K		2291.33	PFP Max/Lump Sum	4/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Fayiah	Tamba	20001107	Officer, Detention	52	A		27.30	Replacement	5/11/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Flores	Jesus	20001496	Officer, Detention	52	I	33.58	34.60	Step Increase	5/1/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Haferkamp	Morgan	20001268	Officer, Detention	52	A		27.30	Replacement	5/4/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Hyche	Steven	20000978	Officer, Detention	52	C	28.12	28.96	Step Increase	5/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Ly	Khai	20000966	Officer, Detention	52	B	27.30	28.12	Step Increase	4/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Mares Casas	Aracelie	20007152	Officer, Detention	52	A		27.30	Replacement	5/4/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Martinez Jr	Ruben	20001374	Officer, Detention	52	A		27.30	Replacement	4/27/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	McGee	Darian	20001132	Officer, Detention	52	I	33.58	34.60	Step Increase	5/1/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	McMullen	Carter	20001059	Officer, Detention	52	E	29.83	30.73	Step Increase	5/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Nelmida Leon	Jose Luis	20001378	Officer, Detention	52	B	27.30	28.12	Step Increase	5/1/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Newton IV	Charles	20001451	Officer, Detention	52	A		27.30	Replacement	5/11/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Ombeng	Thomas	20001369	Officer, Detention	52	C	28.12	28.96	Step Increase	5/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Venzor	Yariksa	20001475	Officer, Detention	52	D	28.96	29.83	Step Increase	4/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Young	Shaquory	20001296	Officer, Detention	52	A		27.30	Replacement	4/27/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Empkey Jr	Michael	20000670	Lieutenant	55	G	54.17	55.81	Step Increase	5/16/2026
SO-Confinement-Corrections Center	10000-2026	NOT RELEVANT GRANT	2120930000	Scott	Jason	20007949	Sergeant	54	K		3312.19	PFP Max/Lump Sum	5/16/2026
SO-Courtesy Patrol	GRANT-2004	M0044-2026	2110520000	Reyes	Juan	20006184	Operator, Courtesy Patrol	CR-20%	28		22.62	Replacement	5/4/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110620000	Bunch	Penny	20001682	Sheriff, Deputy	53-II	J	44.49	45.83	Step Increase	5/1/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110630000	Cundiff	Eugina	20001692	Sheriff, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	3/1/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110620000	Deniz	David	20001735	Sheriff, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	5/16/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110620000	Eklo	Enoch	20001669	Sheriff, Deputy	53-II	D		38.37	Replacement	5/4/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110620000	Estill	Michael	20001671	Sheriff, Deputy	53-II	J	44.49	45.83	Step Increase	4/16/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110630000	Estrada Jr	Daniel	20005960	Sheriff, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	4/1/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110630000	Foster Jr	Keith	20001306	Sheriff, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	4/16/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110630000	Garlow	Barry	20001666	Sheriff, Deputy	53-II	J	44.49	45.83	Step Increase	4/16/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110620000	Gentry	Tyler	20001698	Sheriff, Deputy	53-II	G	40.71	41.93	Step Increase	4/16/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110620000	Gibbs	Al	20007474	Sheriff, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	5/16/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110620000	Harlan	Angela	20001721	Sheriff, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	4/16/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110630000	Heckart	Tammy	20001663	Sheriff, Deputy	53-II	J	44.49	45.83	Step Increase	5/16/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110630000	Hough	Larry	20001672	Sheriff, Deputy	53-II	G	38.37	41.93	External Transfer Increase	4/27/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110630000	Inglese	Cameron	20001664	Sheriff, Deputy	53-II	D		38.37	Reemployment	5/4/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110620000	Rodriguez Baca Jr	Manuel	20001737	Sheriff, Deputy	53-II	I	43.21	44.49	Step Increase	5/16/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110620000	Seadore	Robert	20001713	Sheriff, Deputy	53-II	H	41.93	43.21	Step Increase	5/1/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110630000	Smith	James	20001701	Sheriff, Deputy	53-II	K	45.83	47.20	Step Increase	5/1/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110630000	Smouse	Mark	20007221	Sheriff, Deputy (Contract TAD)	53-II	H	41.93	43.21	Step Increase	5/1/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110630000	Ware	Jason	20006788	Officer, Detention-Transfer	52	K	36.72	36.72	Lateral Dept Transfer	5/2/2026
SO-Courts	10000-2026	NOT RELEVANT GRANT	2110630000	Zamora	Stanley	20007467	Sheriff, Deputy	53-II	I	43.21	44.49	Step Increase	4/16/2026

Organization Description	Fund	Grant	Cost Center	Last name	First name	Position	Position Text	PS Group	Level	Rate From	Rate To	Reason for Action	Effective
SO-Courts DT Patrol	10000-2026	NOT RELEVANT GRANT	2110620000	Orozco	Humberto	20006630	Sheriff, Deputy	53-II	J	44.49	45.83	Step Increase	5/1/2026
SO-Dispatch	10000-2026	NOT RELEVANT GRANT	2110310000	Carter	Amaya	20001024	Dispatcher, 911	52-II	B	29.45	30.32	Step Increase	5/1/2026
SO-Dispatch	10000-2026	NOT RELEVANT GRANT	2110310000	Hamlin	Trace	20004955	Dispatcher, 911	52-II	B	29.45	30.32	Step Increase	5/1/2026
SO-Dispatch	10000-2026	NOT RELEVANT GRANT	2110310000	Hughes	Chrystofer	20001032	Dispatcher, 911	52-II	A		29.45	Replacement	5/4/2026
SO-Dispatch	10000-2026	NOT RELEVANT GRANT	2110310000	Khabeer	Louis	20000751	Dispatcher, 911	52-II	B	29.45	30.32	Step Increase	5/1/2026
SO-Dispatch	10000-2026	NOT RELEVANT GRANT	2110310000	Carter	Jasmine	20001130	Dispatcher, 911	52-II	B	29.45	30.32	Step Increase	5/16/2026
SO-Dispatch	10000-2026	NOT RELEVANT GRANT	2110310000	Marquez	Elizabeth	20007234	Dispatcher, 911	52-II	A		29.45	Replacement	4/27/2026
SO-Dispatch	10000-2026	NOT RELEVANT GRANT	2110310000	Carmichael	Adrianna	20000747	Dispatcher, 911	52-II	H	35.17	36.24	Step Increase	4/16/2026
SO-Dispatch	10000-2026	NOT RELEVANT GRANT	2110310000	Therrien	Bryan	20000740	Sergeant, Dispatch	54-II	C	43.87	45.18	Step Increase	5/1/2026
SO-Human Trafficking	10000-2026	NOT RELEVANT GRANT	2110430000	Jarvis	Christen	20001565	Sergeant	54-II	I	53.95	5084.27	Out of Class	5/1/2026
SO-Intelligence	10000-2026	NOT RELEVANT GRANT	2110430000	Nettle	Zachary	20000698	Sheriff, Deputy	53-II	G	40.71	41.93	Step Increase	4/16/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Barnes	Dylan	20007277	Sheriff, Deputy Cadet (Detention Ofcr)	52	B	28.12	28.12	Lateral Dept Transfer	5/9/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Bennett	Sarah	20006584	Specialist, Security Control	52	K		2291.33	PFP Max/Lump Sum	4/16/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Kinsey	Clinton	20007280	Sheriff, Deputy Cadet (Detention Ofcr)	52	B	27.30	28.12	Step Increase	2/16/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Marquez	Brittnee	20007280	Sheriff, Deputy Cadet (Detention Ofcr)	52	F	32.19	31.65	Voluntary Demotion	5/9/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Parnell	William	20007269	Sheriff, Deputy Cadet (Detention Ofcr)	52	C	28.12	28.96	Step Increase	4/1/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Rimastade	Georgettte	20001162	Officer, Detention	52	C	28.12	28.96	Step Increase	5/16/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Martinez	Leah	20000984	Officer, Detention	52	K		2291.33	PFP Max/Lump Sum	5/1/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Nguyen	Quan	20000653	Officer, Detention	52	B	27.30	28.12	Step Increase	4/16/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Smith	Andrea	20006588	Specialist, Security Control	52	K		2291.33	PFP Max/Lump Sum	5/1/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Erakpotobor	Edward	20001002	Officer, Detention	52	K		2291.33	PFP Max/Lump Sum	5/1/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Farr	Dashun	20001258	Officer, Detention	52	B	27.30	28.12	Step Increase	5/1/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Ibarra	Veronica	20005642	Officer, Detention	52	I	33.58	34.60	Step Increase	4/16/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Mayo	Robert	20007272	Sheriff, Deputy Cadet (Detention Ofcr)	52	D	29.83	29.83	Lateral Dept Transfer	5/9/2026
SO-Lon Evans	10000-2026	NOT RELEVANT GRANT	2120990000	Ragsdill	Jody	20004381	Officer, Detention	52	K	35.65	36.72	Step Increase	5/16/2026
SO-North Patrol	10000-2026	NOT RELEVANT GRANT	2110510000	Crow	Micheal	20004462	Sheriff, Deputy	53-II	J	38.37	45.83	External Transfer Increase	5/4/2026
SO-Patrol Specialized	10000-2026	NOT RELEVANT GRANT	2110540000	Vasquez Meza	Fidel	20003567	Sheriff, Deputy	53-II	H	41.93	43.21	Step Increase	3/1/2026
SO-Patrol Specialized	10000-2026	NOT RELEVANT GRANT	2110540000	Womack	Marcus	20004586	Sheriff, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	3/16/2026
SO-Personnel	10000-2026	NOT RELEVANT GRANT	2110120000	James	Kari	20001722	Sheriff, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	5/1/2026
SO-Records Supervisor	10000-2026	NOT RELEVANT GRANT	2110340000	Silva	Yuridia	20001531	Clerk, Records	NE	16	27.12	27.12	Voluntary Demotion	5/9/2026
SO-South Patrol	10000-2026	NOT RELEVANT GRANT	2110520000	Delgadillo	Jesse	20001592	Sheriff, Deputy	53-II	F	39.53	40.71	Step Increase	4/1/2026
SO-Training Academy	10000-2026	NOT RELEVANT GRANT	2110110000	Rios	Juan	20001643	Sheriff, Deputy	53-II	J	38.37	45.83	External Transfer Increase	5/4/2026
SO-Training Academy	10000-2026	NOT RELEVANT GRANT	2110110000	Seabolt	Stephen	20004042	Sheriff, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	5/16/2026
SO-Warrants	10000-2026	NOT RELEVANT GRANT	2110210000	Campbell	Erick	20000716	Sheriff, Deputy	53-II	J	41.58	45.83	Step Increase	11/4/2025
SO-Warrants Extradition	10000-2026	NOT RELEVANT GRANT	2110220000	Fountain	James	20000843	Sheriff, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	3/1/2026
SO-Warrants Extradition	10000-2026	NOT RELEVANT GRANT	2110230000	Paulino	Pablo	20000695	Sheriff, Deputy	53-II	H	41.93	43.21	Step Increase	5/1/2026
SO-Warrants Extradition	10000-2026	NOT RELEVANT GRANT	2110230000	Ponce	Stacy	20000727	Sheriff, Deputy	53-II	F	40.71	40.71	Lateral Dept Transfer	5/16/2026
SO-Warrants Extradition	10000-2026	NOT RELEVANT GRANT	2110220000	Vu	Alexandra	20000868	Sheriff, Deputy	53-II	K		2945.28	PFP Max/Lump Sum	4/1/2026
Tax Office - Downtown External Staff	10000-2026	NOT RELEVANT GRANT	1310200000	Reyna	Elizabeth	20002383	Supervisor, Motor Vehicle	NE	17	27.70	27.70	Lateral Dept Move	5/4/2026
Tax Office-Contact Center	10000-2026	NOT RELEVANT GRANT	1310100000	Hallman	LaChandra	20002460	Representative, Customer Service I	NE	15	20.10	20.10	Lateral Dept Move	4/20/2026
Tax Office-Contact Center	10000-2026	NOT RELEVANT GRANT	1310100000	Padilla	Tatiana	20002460	Representative, Customer Service I	NE	15	19.44	19.44	Lateral Dept Move	5/11/2026
Tax Office-Sub Courthouse	10000-2026	NOT RELEVANT GRANT	1310200000	Anderson	Sascha	20005945	Supervisor, Motor Vehicle	NE	17	26.41	26.41	Lateral Dept Move	5/4/2026
Tax Office-Sub Courthouse	10000-2026	NOT RELEVANT GRANT	1310200000	Foerster-Mackey	Amy	20002352	Specialist, I, Motor Vehicle	NE	15		19.44	Replacement	5/26/2026
Tax Office-Sub Courthouse	10000-2026	NOT RELEVANT GRANT	1310200000	Ivory	Sabryn	20002444	Specialist, II, Motor Vehicle	NE	16	19.98	22.00	Promotion	4/15/2026
Tax Office-Sub Courthouse	10000-2026	NOT RELEVANT GRANT	1310200000	Padilla	Tatiana	20005527	Specialist, I, Motor Vehicle	NE	15	15.00	19.44	Temp-to-Regular	5/4/2026
Tax Office-Sub Courthouse	10000-2026	NOT RELEVANT GRANT	1310200000	Perrier	Stephanie	20002462	Supervisor, Motor Vehicle	NE	17	29.28	29.28	Lateral Dept Move	4/21/2026
Tax Office-Sub Courthouse	10000-2026	NOT RELEVANT GRANT	1310200000	Munoz	Michelle	20002426	Specialist, II, Motor Vehicle	NE	16	19.44	22.00	Promotion	4/13/2026
Tax Office-Sub Courthouse	10000-2026	NOT RELEVANT GRANT	1310200000	Angel	Aaliyah	20002354	Specialist, I, Motor Vehicle	NE	15	15.00	19.44	Temp-to-Regular	4/20/2026
Tax Office-Sub Courthouse	10000-2026	NOT RELEVANT GRANT	1310200000	Jeffery Sr	Gregory	20005777	Pt Time Employ	TP-NE	21		15.00	Replacement	5/18/2026
Tax Office-Sub Courthouse	10000-2026	NOT RELEVANT GRANT	1310200000	Tripp	Cierra	20005955	Supervisor, Motor Vehicle	NE	17	30.46	30.46	Lateral Dept Move	5/4/2026
Tax Office-Sub Courthouse	10000-2026	NOT RELEVANT GRANT	1310200000	Ortiz	Bianca	20002380	Supervisor, Motor Vehicle	NE	17	27.65	27.65	Lateral Dept Move	5/4/2026
Tax Office-Sub Courthouse	10000-2026	NOT RELEVANT GRANT	1310200000	Garcia	Daisdynet	20004215	Pt Time Employ	TP-NE	21		15.00	Replacement	5/19/2026
Tax Office-Sub Courthouse	10000-2026	NOT RELEVANT GRANT	1310200000	Cantu	Rebekah	20002395	Supervisor, Motor Vehicle	NE	17	28.24	28.24	Lateral Dept Transfer	4/16/2026

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 13

Department: Juvenile Services	**Prepared By:** Christina Mayo	**Approved By:** Riley Shaw

SUBJECT:

Consideration of a Memorandum of Understanding Between Tarrant County, d/b/a Tarrant County Juvenile Services and Second Chance Mentoring, d/b/a Real Chance Mentoring, for the Provision of Youth-Development and Reentry Support Program Services

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that Commissioners Court consider the Memorandum of Understanding (MOU) between Tarrant County, d/b/a Tarrant County Juvenile Services and Second Chance Mentoring, d/b/a Real Chance Mentoring, for the provision of youth-development and reentry support program services to youth transitioning from the Lynn W. Ross Juvenile Detention Center (JDC), youth attending the Tarrant County Juvenile Justice Alternative Education Program (JJEAP) and youth on probation.

BACKGROUND

Real Chance Mentoring is a mentoring, youth development, and reentry support program designed for justice-involved youth ages 10-17. Under the MOU, Real Chance Mentoring will provide group mentoring and individual mentoring services to youth served through the JDC, JJAEP, and probation programs.

The services are intended to support identity development, emotional regulation, decision-making, communication, life skills development, and financial literacy for participating youth during detention and reentry into the community.

Upon approval, the MOU will begin on June 1, 2026, for an initial term of one (1) year pursuant to the terms outlined in the MOU.

The MOU has been approved as to form by the District Attorney's Office and was approved by the Tarrant County Juvenile Board at the May 20, 2026 meeting.

FISCAL IMPACT

There is no fiscal impact associated with this MOU.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

MOU_Real Chance.pdf

MEMORANDUM OF UNDERSTANDING

Between
Second Chance Mentoring dba Real Chance Mentoring
and
Tarrant County Juvenile Services

Second Chance Mentoring dba Real Chance Mentoring ("Provider") will partner with Tarrant County, a political subdivision of the State of Texas (the "County"), acting through Tarrant County Juvenile Services ("TCJS").

This Memorandum of Understanding ("MOU") describes the roles and responsibilities agreed upon by Provider and County beginning June 1, 2026 (the "Effective Date").

1. Overview of Project

Provider will provide the services described in **Exhibit A** ("Scope of Services"), which is attached hereto and incorporated herein for all purposes ("Services"), to youth in or transitioning from the Lynn W. Ross Juvenile Detention Center ("JDC"), youth being served in the Tarrant County Juvenile Justice Alternative Education Program ("JJAEP"), and youth being served on probation (collectively, the "Project").

2. Key Partners

The primary partners on this project are Provider and County.

3. Roles and Responsibilities

Provider will:

- Adhere to all County TCJS policies and protocols, including any applicable rules or regulations promulgated by the Texas Juvenile Justice Department ("TJJD").
- Follow referral pathways established by TCJS if/when a disclosure that requires mandatory reporting occurs.
- As required by Texas Family Code Chapter 261 and Title 37 Texas Administrative Code Chapters 341, 343, 348, 349, and 351, or successor provisions, Provider shall report any allegation or incident of abuse, neglect, exploitation, death or other serious incident involving any child (including but not limited to a juvenile that is under the supervision of County) within twenty-four (24) hours from the time the allegation is made to all of the following:
  - Local law enforcement agency (such as the Tarrant County Sheriff's Office);

- TJJD, by submitting a TJJD Incident Report Form to abuseneglect@tjjd.texas.gov (or if unable to complete the form within twenty-four (24) hours, then by calling toll-free 866-477-8354, followed by submitting the report within twenty-four (24) hours of said call); and

- The Director of TCJS via facsimile number 817-838-4646, and by calling to report at 817-838-4643.

For the purpose of the foregoing provision, an allegation or incident shall include the witnessing or receipt of an oral or written outcry from an alleged victim or other person with reasonable belief or knowledge of an occurrence or an incident of abuse, neglect, exploitation, death, or other serious incident involving a juvenile under the jurisdiction of the juvenile court or of TCJS. Provider agrees to immediately report any serious incidents, accidents, injuries, suspected illegal activities, or catastrophic events to the Director of TCJS at 817-838-4643.

- Ensure all staff who enter the JDC, JJAEP, or who interact with youth under the jurisdiction of TCJS have cleared background checks in accordance with Provider, County, TCJS, and TJJD policy.

- Ensure that all staff who enter the JDC, JJAEP, or who interact with youth under the jurisdiction of TCJS have completed PREA training through TCJS or have provided evidence of such completion through another source that is satisfactory to TCJS.

- Provide youth with a pre- and post-survey to determine understanding and comprehension of materials taught.

- Provider will ensure all facilitators communicate to youth regarding any disclosures made during provision of the Services. If a youth discloses anything that could be dangerous or is otherwise requires mandatory reporting, Provider will ensure that youth understand that Provider must immediately report it to TCJS staff and any others that may be required by law.

- All Provider staff and volunteers shall consent for TCJS to consult with Department Family Protective Services to check the abuse registry maintained by the State of Texas.

- All Provider staff and volunteers will provide consent for TCJS to complete an electronic criminal history check.

- All Provider staff and volunteers will provide an email copy of any CPS, DFPS, or law enforcement reports made regarding TCJS youth. This will occur no more than 24 hours after disclosures that trigger mandatory reporting are made.

County will:

- Allow for facility space and staff time for the Services during the Term of this MOU, including weekly scheduled Tuesday and Thursday pod access for group mentoring sessions from 4:00 p.m. until 5:00 p.m., and for individual mentoring on days, times,

and locations to be determined. Locations for individual mentoring may include visitation rooms, pod meeting rooms, or such other area or room as may be designated by TCJS.

- Allow for facility space and staff time, as well as create schedule space for youth for the Services, separated by gender and age.
- To the extent practicable, provide advance notice to Provider of any schedule changes, lockdowns, or other events that are likely to impact group and/or individual mentoring schedules.
- To the extent practicable, provide notice to Provider of movement of youth participating in individual mentoring (this includes internal movement within, or release from, the JDC or JJAEP).
- Collaborate with Provider in connecting youth to community resources.
- Participate in reentry mentoring planning meetings, if any.
- Adhere to TCJS and County policies and protocols, as well as follow referral pathways established by TCJS and County if/when a disclosure requiring mandatory reporting occurs.
- Ensure TCJS staff are present in appropriate ratios during all times the Provider is providing the Services so that Provider and its staff or volunteers do not need to engage in behavior management.
- Provide access to PREA training for all staff of Provider who will enter the JJC, JJAEP, or who will interact with youth under the jurisdiction of TCJS.
- Provide clear communication of all TCJS rules and expectations.
- Provide support in identifying youth who may benefit from the Services.
- Support and coordinate group mentoring at the Tarrant County Juvenile Justice Alternative Education Program ("JJAEP").
- Pay for the cost of conducting electronic criminal history checks.

4. Shared Operating Principles and Values

Provider and County share a commitment to positive youth development for youth who are involved in the juvenile justice system, with an emphasis on family involvement and a beneficial impact on long- and short-term public safety. With that shared commitment, both parties commit to the following:

- ***Trauma-Informed Care***: Provider and County commit to practicing trauma-informed care while engaging both staff and youth in this project. This means fostering an

environment of felt safety, following through on commitments, being transparent with youth to an appropriate extent, cultivating an environment for peer support, fostering choices and collaboration, and taking culture and gender into account in all interactions.

- ***Strengths-Based Approach***: Provider will notice and emphasize the assets and opportunities in staff and youth as protective factors against future criminal justice involvement rather than focus on vulnerability, while still addressing common vulnerabilities to increase positive outcomes.

- ***Evidence-Based Practices***: Provider and County are committed to implementing evidence-based practices throughout the Project.

- ***Confidentiality***: Outside of mandated reporting, pre-established protocols, and data sharing agreements, no information about a youth, TCJS, County, or Provider may be shared either between Provider and County or publicly without explicit written consent of the related party and/or their guardian.

- ***Competent Care for All Populations***: During the provision of any services related to the Project, Provider will use culturally appropriate language and will treat all youth fairly and equitably. Provider and County will offer accommodations whenever required and possible for youth with disabilities and will apply best practices as determined by the policies of each organization.

5. Term

This MOU is in effect from the Effective Date until June 1, 2027 (the "Initial Term").. Thereafter, the County may renew this MOU, with adaptations based on feedback from participants, and programmatic and/or business needs identified by either party, for additional one-year terms by providing Provider with written notice (email notice will be acceptable) of renewal no less than thirty (30) days prior to the expiration of the then-current term (any such renewal, a "Renewal Term" and together with the Initial Term, the "Term").

6. Commitment to Partnership

There will not be an exchange of financial assets between the two parties of this MOU as part of the agreement.

Provider will cover all costs associated with curriculum and staff time for training staff and youth.

County will cover all costs associated with space usage, staff supervision of youth during the sessions, and staff time for the staff being trained.

7. Communication Pathways

The parties to this MOU will maintain open and frequent communication about program quality, curriculum, scheduling, and youth concerns. To ensure streamlined communication, the primary contacts for the partnership are below for each topic:

Provider:

Quincy A. Jones, Executive Director
Second Chance Mentoring dba Real Chance Mentoring
685 John B Sias Memorial Pkwy, Unit 215
Fort Worth, TX 76134
Email address: quincy@realchancementoring,org
Telephone: 240-353-4628

County:

Greg Sumpter, Deputy Director
Tarrant County Juvenile Services
2701 Kimbo Rd.
Fort Worth, TX 76111
Email address: glsumpter@tarrantcountytx.gov
Telephone: 817-838-4643

8. Protocol for Information Sharing, Information Reporting, and Media Content

In addition to the provisions of this MOU, Provider and County may develop a more-detailed data sharing and reporting protocol that aligns with TCJS and County policy and mandated reporting laws and allows for the ability to measure success and make referrals as appropriate to mentoring and other services. This protocol may cover the extent to which each party can share information about youth (including behavior data, progress indicators, and recidivism tracking), protocols for matters requiring mandatory reporting, and creation and sharing of media content.

9. Indemnification

PROVIDER AGREES TO INDEMNIFY AND HOLD HARMLESS COUNTY AND TCJS AGAINST ANY AND ALL NEGLIGENCE, LIABILITY, LOSS, COSTS, CLAIMS, ATTORNEY FEES OR EXPENSES ARISING OUT OF THE WRONGFUL AND NEGLIGENT ACT(S) OF COMMISSION OR OMISSION OF PROVIDER, ITS AGENTS, EMPLOYEES, INTERNS, SUBCONTRACTORS OR VOLUNTEERS ARISING FROM THE ACTIVITIES UNDER THIS MOU. PROVIDER SHALL HAVE NO OBLIGATION TO INDEMNIFY AND HOLD HARMLESS COUNTY AND TCJS FOR ANY WRONGFUL OR NEGLIGENT ACT(S) OF COMMISSION OR OMISSION OF COUNTY OR TCJS'S AGENTS, EMPLOYEES OR SERVANTS ARISING FROM OR RELATED TO THIS MOU FOR WHICH A CLAIM OR OTHER ACTION IS MADE.

10. Termination

Either Party may independently terminate this MOU upon written notice to the other Party, in which case the termination shall be effective thirty (30) calendar days after the date of the notice. Upon receipt by either party of the notice of termination, both Parties shall immediately consult to determine an appropriate course of action until the termination date. Notices of

termination shall be sent to those listed under Section 7.

11. Independent Contractor

Provider is an independent contractor. County will not direct the Provider in the details of performing its duties. Provider and its employees are not agents of the County. County and its employees are not agents of Provider. This MOU does not entitle Provider to any benefit, privilege or other amenities of employment with the County. This MOU does not entitle County to any benefit, privilege or other amenities of employment with the Provider.

12. Governing Law and Venue

The terms and conditions of this MOU will be governed by the laws of the State of Texas, with venue in the appropriate state court in Fort Worth, Tarrant County, Texas. Nothing contained in this MOU shall give or allow any claim or right of action whatsoever to any other party or third party. It is the express intent of the parties to this MOU that any person receiving services or benefits hereunder shall be deemed an incidental beneficiary only.

13. Non-discrimination

The parties certify that they are equal opportunity employers and will conduct all business activities, including hiring, without regard to age, race, color, sex, disability, marital status, national origin, citizenship status, or any other legally protected category.

14. Texas Public Information Act

The County advises Provider that the County is a governmental body under Chapter 552 of the Texas Government Code and that certain information that is collected, assembled, or maintained in connection with the transaction of official business by a governmental body is considered public information potentially subject to disclosure pursuant to a valid Texas Public Information Act ("TPIA") request. Provider's trade secrets, certain financial information, and proprietary information may be subject to an exception to disclosure under Chapter 552 of the Texas Government Code, Subchapter C. If a TPIA request is made on the County to disclose Provider information that may be subject to an exception from disclosure, County will (i) promptly notify Provider of such request for disclosure, and (ii) decline to release such information and file a written request with the Texas Attorney General's office seeking a determination as to whether such information may be withheld.

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In providing the Services required by this MOU, both parties must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. Each party shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

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Provider may not assign or subcontract any of its rights, duties, and/or obligations arising out of this MOU without prior written consent of County.

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18. Disclosure of Information

Provider warrants that, prior to entering this MOU, it has conducted an annual criminal history check and has verified and disclosed the following information to County, and agrees that it shall have an ongoing affirmative duty under this Contract to promptly, but no later than 24 hours, ascertain and disclose in sufficient detail this same information to the Director of TCJS via telephone at 817-838-4643 and via email at rshaw@tarrantcountytx.gov:

- Any and all corrective action required by any of Provider's licensing authorities;
- Any and all litigation filed against the Provider, or against its employees, interns, volunteers, subcontractors, agents and/or consultants that have direct contact with juveniles;
- Any arrest of any employee, intern, volunteer, subcontractor, agent and /or consultant of the Provider that has direct contact with juveniles;
- All pending and past allegations and/or investigations of abuse, neglect, exploitation, death or other serious incidents involving a juvenile that has been placed by County;
- Any finding of "Reason to Believe" by a state regulatory agency in a child abuse, neglect and exploitation investigation where an employee, intern, volunteer, subcontractor, agent and/or consultant of Provider that has direct contact with juveniles was the alleged or designated perpetrator;
- The identity of any of Provider's employees, interns, volunteers, subcontractors, agents and/or consultants that have direct contact with juveniles that are registered sex offenders; and
- The identity of any of Provider's employees, interns, volunteers, subcontractors, agents and/or consultants that have direct contact with juveniles that have a criminal history. For the purpose of this MOU, the term "criminal history" shall include: (1) current felony or misdemeanor probation or parole; (2) a felony conviction or deferred adjudication within the past ten years; or (3) a jailable misdemeanor conviction or deferred adjudication within the past five years.
- Provider agrees and understands it has an affirmative and ongoing duty to ascertain and disclose to County, within 24 hours, any and all of the foregoing information as to any individual, whether a prospective or existing employee, intern, volunteer, subcontractor, agent and/or consultant of the Provider, prior to placing that individual

in a position that involves direct contact with juveniles, and County, in its sole discretion, may determine that the safety of children being served under this MOU precludes such individual from being placed in a position that involves direct contact with juveniles.

19. Entire Agreement

This MOU represents the entire agreement between the parties. No other promises or agreements have been made other than those in this MOU. This MOU supersedes any prior agreements, understandings, promises, or representations, whether claimed to be oral or in writing. The parties have incorporated into this MOU their entire understanding of the requirements under this MOU. Each party acknowledges that it has read this MOU carefully, fully understands the meaning of the terms of this MOU, and is signing this MOU knowingly and voluntarily.

20. Sovereign Immunity

THIS MOU IS EXPRESSLY MADE SUBJECT TO COUNTY'S SOVEREIGN IMMUNITY, TITLE 5 OF THE TEXAS CIVIL PRACTICES AND REMEDIES CODE, AND ALL APPLICABLE FEDERAL AND STATE LAW. THE PARTIES EXPRESSLY AGREE THAT NO PROVISION OF THIS MOU IS IN ANYWAY INTENDED TO CONSTITUTE A WAIVER OF ANY IMMUNITIES FROM SUIT OR FROM LIABILITY THAT THE COUNTY HAS BY OPERATION OF LAW. NOTHING IN THIS MOU IS INTENDED TO BENEFIT ANY THIRD-PARTY BENEFICIARY.

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This MOU may be executed in one or more counterparts, each of which will be deemed to be an original copy of this MOU, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this MOU and of signature pages by electronic transmission shall constitute effective execution and delivery of this MOU as to the parties and may be used in lieu of the original MOU for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

[Signatures on Next Page]

We, the undersigned, have read and agree with this MOU.

Quincy A. Jones, Executive Director
Second Chance Mentoring dba
Real Chance Mentoring

5/12/26
Date

Riley Shaw, Director
Tarrant County Juvenile Services

5-20-26
Date

COUNTY OF TARRANT
STATE OF TEXAS

Judge Alex Kim, Chair
Tarrant County Juvenile Board
2701 Kimbo Road, Fort Worth, TX 76111

PASSED AND APPROVED on _____.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

James Marvin Nichols
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

EXHIBIT A

Scope of Services

REAL CHANCE MENTORING — FULL PROGRAM & SERVICES DESCRIPTION

Real Chance Mentoring ("Real Chance") is a youth-development and reentry support program designed for justice-involved youth ages 10–17. The program provides consistent, culturally relevant mentoring that strengthens identity, emotional regulation, decision-making, and life skills for youth both inside detention and through their transition back into the community.

PROGRAM PURPOSE/VISION

Real Chance operates from a simple belief: *Every young person has been made with purpose and possibility. When a young person understands who they are, what they value, and where they are going, they make different choices — even in the hardest environments.*

Our purpose/vision: To interrupt cycles of detention by equipping youth with the internal tools, supportive relationships, and practical skills and confidence needed to build a different future.

CORE PROGRAM SERVICES

Group Mentoring

A. Real Chance will provide weekly 45–60-minute group mentoring sessions in detention at Lynn W. Ross Juvenile Detention Center ("JDC") delivered in each pod on Tuesday's and Thursdays from 4:00 p.m. to 5:00 p.m.

B. Real Chance will also provide 45–60-minute group mentoring sessions outside of the JDC at the Tarrant County Juvenile Justice Alternative Education Program ("JJAEP"), as well as at designated controlled/safe space areas (as approved by TCJS) for youth on probation, at times be determined.

C. The purpose of group mentoring is to build trust, introduce core concepts, help youth develop positive internal motivation and prepare youth for deeper one-to-one work.

D. Focus areas of group mentoring include:

1. **Purpose & Direction Group Program – 6-Week initial group mentoring program**
   - Purpose & identity development
   - Values, virtues, and decision-making
   - Resilience and adversity navigation
   - Vision, goals, and future planning

2. **Life Skills Group Program (after 6-week Purpose & Direction program)**
   - Developing Manhood

- Emotional regulation & self-control
- Communication and conflict skills
- Budgeting/Financial Literacy
- Time management

Individual One-to-One Mentoring

A. Real Chance will provide weekly to bi-weekly 45-60 minutes of one-to-one mentoring inside of the JDC.

B. Real Chance will provide weekly to bi-weekly 45-60 minutes of one-to-one mentoring outside of the JDC at the JJAEP, as well as at designated controlled/safe space areas (as approved by TCJS) for youth on probation.

C. One-to-one mentoring sessions will be provided for youth who have been through some portion of the 6-week Purpose & Direction Group Mentoring Program and who demonstrate readiness, coachability, and desire for one-to-one mentoring.

D. Individual mentoring provides a consistent, supportive adult relationship that many justice involved youth have never had. The purpose is to reinforce the positive directional and internal motivation changes that the youth have developed through the group mentoring program and during their detention period.

E. Focus areas include:
   - Personalized coaching building on vision, goals, values and virtues, and behavior/choice changes developed in Purpose & Direction group programming
   - Coaching through adversity and developing resilience and coping strategies
   - Goal setting and progress tracking
   - Life skills, study skills, personal management skills
   - Reentry preparation/transition (to include other supportive services, such as: school re-engagement support, connection to community resources, family communication support)
   - Accountability and support/encouragement

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 12

Department: Juvenile Services	**Prepared By:** Christina Mayo	**Approved By:** Riley Shaw

SUBJECT:

Consideration of a Memorandum of Understanding Between Tarrant County, d/b/a Tarrant County Juvenile Services, and The Archway for the Provision of Safe Dates Teen Dating Violence Program Services

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider the Memorandum of Understanding (MOU) between Tarrant County, d/b/a Tarrant County Juvenile Services, and The Archway for the provision of Safe Dates teen dating violence program services to male and female youth under the jurisdiction of Tarrant County Juvenile Services (TCJS) at dates, times, and locations designated by TCJS.

BACKGROUND

The Archway is a domestic violence support and prevention organization. Under the MOU, The Archway will provide Safe Dates teen dating violence program services to male and female youth under the jurisdiction of TCJS.

The Safe Dates program consists of seven group sessions covering topics including caring relationships, abuse, why people abuse, helping friends, communication and conflict resolution, understanding and dealing with feelings, and community resources. Services will be provided in small group and classroom-sized settings.

The services are intended to provide teen dating violence education and prevention programming to participating youth.

Upon approval, the MOU will begin May 28, 2026, for an initial term of one (1) year pursuant to the terms outlined in the MOU.

The MOU has been approved as to form by the District Attorney's Office and was approved by the Tarrant County Juvenile Board at the May 20, 2026 meeting.

FISCAL IMPACT

There is no fiscal impact associated with this MOU.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

MOU_The Archway.pdf

MEMORANDUM OF UNDERSTANDING

Between
The Archway
and
Tarrant County Juvenile Services

The Archway ("Provider") will partner with Tarrant County, a political subdivision of the State of Texas (the "County"), acting through Tarrant County Juvenile Services ("TCJS").

This Memorandum of Understanding ("MOU") describes the roles and responsibilities agreed upon by Provider and County beginning May 28, 2026 (the "Effective Date").

1. Overview of Project

Provider will provide the services described in **Exhibit A** ("Scope of Services"), which is attached hereto and incorporated herein for all purposes ("Services"), to youth in or transitioning from the Lynn W. Ross Juvenile Detention Center ("JDC"), youth being served in the Tarrant County Juvenile Justice Alternative Education Program ("JJAEP"), and youth being served through intake, diversion, deferred prosecution, or on probation (collectively, the "Project").

2. Key Partners

The primary partners on this project are Provider and County.

3. Roles and Responsibilities

Provider will:

- Adhere to all County TCJS policies and protocols, including any applicable rules or regulations promulgated by the Texas Juvenile Justice Department ("TJJD").
- Follow referral pathways established by TCJS if/when a disclosure that requires mandatory reporting occurs.
- As required by Texas Family Code Chapter 261 and Title 37 Texas Administrative Code Chapters 341, 343, 348, 349, and 351, or successor provisions, Provider shall report any allegation or incident of abuse, neglect, exploitation, death or other serious incident involving any child (including but not limited to a juvenile that is under the supervision of County) within twenty-four (24) hours from the time the allegation is made to all of the following:
  - Local law enforcement agency (such as the Tarrant County Sheriff's Office);

- TJJD, by submitting a TJJD Incident Report Form to abuseneglect@tjjd.texas.gov (or if unable to complete the form within twenty-four (24) hours, then by calling toll-free 866-477-8354, followed by submitting the report within twenty-four (24) hours of said call); and

- The Director of TCJS via facsimile number 817-838-4646, and by calling to report at 817-838-4643.

For the purpose of the foregoing provision, an allegation or incident shall include the witnessing or receipt of an oral or written outcry from an alleged victim or other person with reasonable belief or knowledge of an occurrence or an incident of abuse, neglect, exploitation, death, or other serious incident involving a juvenile under the jurisdiction of the juvenile court or of TCJS. Provider agrees to immediately report any serious incidents, accidents, injuries, suspected illegal activities, or catastrophic events to the Director of TCJS at 817-838-4643.

- Ensure all staff who enter the JDC, JJAEP, or who interact with youth under the jurisdiction of TCJS have cleared background checks in accordance with Provider, County, TCJS, and TJJD policy.

- Ensure that all staff who enter the JDC, JJAEP, or who interact with youth under the jurisdiction of TCJS have completed PREA training through TCJS or have provided evidence of such completion through another source that is satisfactory to TCJS.

- Provide youth with a pre- and post-survey to determine understanding and comprehension of materials taught.

- Provider will ensure all facilitators communicate to youth regarding any disclosures made during provision of the Services. If a youth discloses anything that could be dangerous or is otherwise requires mandatory reporting, Provider will ensure that youth understand that Provider must immediately report it to TCJS staff and any others that may be required by law.

- All Provider staff and volunteers shall consent for TCJS to consult with Department Family Protective Services to check the abuse registry maintained by the State of Texas.

- All Provider staff and volunteers will provide consent for TCJS to complete an electronic criminal history check.

- All Provider staff and volunteers will provide an email copy of any CPS, DFPS, or law enforcement reports made regarding TCJS youth. This will occur no more than 24 hours after disclosures that trigger mandatory reporting are made.

County will:

- Provide support in identifying youth who may benefit from the Services delivered in small and/or classroom-sized groups.

- Provide the use of safe facility space for provision of the Services on days, times, and locations to be determined by County.

- For Services delivered in either the JDC or JJAEP, ensure TCJS staff are present in appropriate ratios during all times the Provider is providing the Services so that Provider and its staff or volunteers do not need to engage in behavior management.

- Provide access to PREA training for all staff of Provider who will enter the JJC, JJAEP, or who will interact with youth under the jurisdiction of TCJS.

- Provide clear communication of all TCJS rules and expectations.

- Pay for the cost of conducting electronic criminal history checks.

4. Shared Operating Principles and Values

Provider and County share a commitment to positive youth development for youth who are involved in the juvenile justice system, with an emphasis on family involvement and a beneficial impact on long- and short-term public safety. With that shared commitment, both parties commit to the following:

- ***Trauma-Informed Care***: Provider and County commit to practicing trauma-informed care while engaging both staff and youth in this project. This means fostering an environment of felt safety, following through on commitments, being transparent with youth to an appropriate extent, cultivating an environment for peer support, fostering choices and collaboration, and taking culture and gender into account in all interactions.

- ***Strengths-Based Approach***: Provider will notice and emphasize the assets and opportunities in staff and youth as protective factors against future criminal justice involvement rather than focus on vulnerability, while still addressing common vulnerabilities to increase positive outcomes.

- ***Evidence-Based Practices***: Provider and County are committed to implementing evidence-based practices throughout the Project.

- ***Confidentiality***: Outside of mandated reporting, pre-established protocols, and data sharing agreements, no information about a youth, TCJS, County, or Provider may be shared either between Provider and County or publicly without explicit written consent of the related party and/or their guardian.

- ***Competent Care for All Populations***: During the provision of any services related to the Project, Provider will use culturally appropriate language and will treat all youth fairly and equitably. Provider and County will offer accommodations whenever required and possible for youth with disabilities and will apply best practices as determined by the policies of each organization.

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This MOU is in effect from the Effective Date until June 1, 2027 (the "Initial Term"). Thereafter, the County may renew this MOU, with adaptations based on feedback from participants, and programmatic and/or business needs identified by either party, for additional one-year terms by providing Provider with written notice (email notice will be acceptable) of renewal no less than thirty (30) days prior to the expiration of the then-current term (any such renewal, a "Renewal Term" and together with the Initial Term, the "Term").

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County will cover all costs associated with space usage, staff supervision of youth during the sessions, and County staff time.

7. Communication Pathways

The parties to this MOU will maintain open and frequent communication about program quality, curriculum, scheduling, and youth concerns. To ensure streamlined communication, the primary contacts for the partnership are below for each topic:

Provider:

Ronna Huckaby, Chief of Mission
The Archway
1010 N. Center St.
Arlington TX 76011
Email address: Ronna.Huckaby@TheArchwayTX.org
Telephone: 817-991-8049

County:

Greg Sumpter, Deputy Director
Tarrant County Juvenile Services
2701 Kimbo Rd.
Fort Worth, TX 76111
Email address: glsumpter@tarrantcountytx.gov
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In addition to the provisions of this MOU, Provider and County may develop a more-detailed data sharing and reporting protocol that aligns with TCJS and County policy and mandated reporting laws and allows for the ability to measure success and make referrals as appropriate to mentoring and other services. This protocol may cover the extent to which each party can

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- All pending and past allegations and/or investigations of abuse, neglect, exploitation, death or other serious incidents involving a juvenile that has been placed by County;

- Any finding of "Reason to Believe" by a state regulatory agency in a child abuse, neglect and exploitation investigation where an employee, intern, volunteer, subcontractor, agent and/or consultant of Provider that has direct contact with juveniles was the alleged or designated perpetrator;

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[Signatures on Next Page]

We, the undersigned, have read and agree with this MOU.

Ronna Huckaby, MEd, LPCS

Ronna Huckaby, Chief of Mission
The Archway

5.12.26
Date

Riley Shaw, Director
Tarrant County Juvenile Services

5-20-26
Date

COUNTY OF TARRANT
STATE OF TEXAS

X 5/20/2026

Judge Alex Kim, Chair
Tarrant County Juvenile Board
2701 Kimbo Road, Fort Worth, TX 76111

PASSED AND APPROVED on _____.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

James Marvin Nichols
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

EXHIBIT A

Scope of Services

The Archway – Safe Dates Teen Dating Violence Program

The Archway ("Provider") will provide Safe Dates teen dating violence programming to male and female youth under the jurisdiction of Tarrant County Juvenile Services ("TCJS") at dates, times, and locations designated by TCJS (the "Services").

Description of Safe Dates program and curriculum:

Seven group sessions of 1 hour(s) each, covering topics such as:

Defining Caring Relationships
Defining Abuse
Understanding Why People Abuse
Helping Friends
Communication / Conflict Resolution
Understanding and Dealing with Feelings
Community Resources

Provider will deliver the Services in small group and classroom-sized settings.

Provider will deliver the Services without cost to the participating youth, families, TCJS, and Tarrant County (the "County").

Provider will supply all materials for use in delivering the Services.

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 11

Department: Juvenile Services	**Prepared By:** Christina Mayo	**Approved By:** Riley Shaw

SUBJECT:

Consideration of a Memorandum of Understanding Between Tarrant County and Forest Hill Police Department to Participate in TechShare Local Government Corporation's TechShare Juvenile Program

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that Commissioners Court consider the Memorandum of Understanding (MOU) between Tarrant County Juvenile Services TCJS and Forest Hill Police Department for the purpose of participation in the TechShare Local Government Corporation's TechShare Juvenile Program.

BACKGROUND

Tarrant County implemented TechShare Juvenile (JCMS) on September 17, 2011. This juvenile case management system is used to collect juvenile data and allows Law Enforcement Agencies (LEA) to electronically file cases with TCJS.

If approved, Forest Hill Police Department will be able to file cases electronically with TCJS.

This MOU has been reviewed as to form by the Criminal District Attorney's Office and has approved by the Tarrant County Juvenile Board at the May 20, 2026, Board Meeting.

FISCAL IMPACT

There is no fiscal impact associated with this request.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

MOU_Forest Hill PD_LEA.pdf

MEMORANDUM OF UNDERSTANDING WITH PARTICIPATING LOCAL GOVERNMENTS AND TARRANT COUNTY TO PARTICIPATE IN TECHSHARE LOCAL GOVERNMENT CORPORATION'S TECHSHARE.JUVENILE PROGRAM

I. PARTIES

This Memorandum of Understanding ("MOU") is entered by and between the **Forest Hill Police Department** (the "Participating Local Government") and Tarrant County ("Tarrant County" or "County"), acting by and through their respective governing bodies, pursuant to and under authority of the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code and for the purpose of participation in the TechShare Local Government Corporation's Techshare.Juvenile Program ("TechShare.Juvenile"). Tarrant County and any and all other Participating Local Government(s) of the State of Texas adopting this MOU upon a formal order of their respective governing bodies as provided for herein may be referred to in this MOU individually as "Party" and collectively as "Parties."

II. RECITALS

WHEREAS, Participating Local Government desires to enter into this MOU for participation in TechShare.Juvenile, an extended case management system that will allow participating agencies within Tarrant County to view juvenile information statewide;

WHEREAS, The Participating Local Government will have access to TechShare.Juvenile in order to file cases electronically, perform statewide juvenile record searches, and perform other functions as allowed by statutes and role based permissions;

WHEREAS, The Participating Local Government will be required to provide agency IP addresses in order to access TechShare.Juvenile. The basic equipment needed by the Participating Local Government is a firewall capable of supporting a minimum of 3DES or AES encryption capability and IPSec security protocols. The Participating Local Government must ensure that all personal computers used to assess TechShare.Juvenile are updated and contain antivirus software. Further, the encryption standards must be compliant with the federal data encryption standard of FIPS-140-2. Additionally, a 3Mb circuit is recommended. Due to laws governing circuit location and the range of costs between providers, Participating Local Government should contact their telecommunication service provider to determine circuit costs.

NOW, THEREFORE, in consideration of the promises, inducements, covenants, agreements, conditions, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Participating Local Government and Tarrant County agree as follows:

III. PARTICIPATION BY ADDITIONAL PARTICIPATING LOCAL GOVERNMENTS

Any local government may participate in this MOU with the signature of the designated authorized signer of this MOU. Each Party will be required to approve and agree to the terms and conditions of this MOU. The signed agreement of this MOU will be returned as notification and presented to the Juvenile Boards as well as Commissioner's Court.

IV.
DATA OWNERSHIP, ACCESS, SECURITY AND STORAGE

A. Ownership. It is the intention of the Parties that each Participating Local Government will remain the custodian and owner of its information and data that it created or submitted, unless expressly agreed in writing otherwise. The Parties acknowledge and agree that such information or data shall not be used by the Parties other than in connection with the performance of this MOU or as contemplated by the Parties under this MOU. Additionally, the Parties agree that the data shall not be disclosed, sold, assigned, leased or otherwise provided to third parties, or commercially exploited by or on behalf of the other Parties, their employees, officers, agents, subcontractors, invitees, or assigns in any respect without the expressed written approval of the Participating Local Government that owns such data.

B. Interfaces. Each Party is responsible for developing and maintaining its interfaces to TechShare.Juvenile. Participating Local Government will also be responsible for the cost of interface development and maintenance.

C. Security and Access of Data.

1) Section 58.403, Texas Family Code, permits the cross-jurisdictional sharing of information related to juvenile offenders between authorized criminal and juvenile justice agencies and partner agencies.

2) Each party is responsible for ensuring its employees and other persons accessing data within TechShare.Juvenile are authorized to do so, and will use such data only as is legally permitted.

3) Participating Local Government and its representatives agree that the following terms and conditions apply regarding access to the confidential juvenile information and data maintained in TechShare.Juvenile:

a) Participating Local Government and its representatives shall acknowledge and agree that the purpose of access to the juvenile information and data is to perform juvenile justice system related functions.

b) Participating Local Government agrees that TechShare.Juvenile shall not be used for any personal purposes, including entertainment, personal business, or personal gain.

c) Participating Local Government understand that access to, and transmission

of, any data or material deemed to be a violation of any federal, state, or local law or agency administrative rules is prohibited.

d) Participating Local Government shall not access or distribute any information that is deemed confidential pursuant to Chapter 58, Texas Family Code or other applicable federal or state statutes or rules, unless disclosure is specifically authorized by law.

D. Confidential Information. As used in this MOU, the term "Confidential Information" means all information and specifications, designs, applications, operating systems, databases, communications and other computer software developed for use on any operating system, all modifications, enhancements and versions and all options available with respect thereto, and all products developed or derived therefrom, source and object codes, flowcharts, algorithms, coding sheets, routines, sub-routines, compilers, assemblers, design concepts and related documentation and manuals, discoveries, concepts and ideas including, without limitation, the nature and results of research and development activities, processes, formulas, inventions, computer-related equipment or technology, techniques, "know-how", designs, drawings and specifications, all of the above which relate to TechShare.Juvenile in the case of Confidential Information belonging to TechShare Local Government Corporation or Tarrant County. The County's confidential information includes, but is not limited to, data mapping from the County's Caseworker installation and the County's network configuration and related security specifications, and also includes, without limitation, information in tangible or intangible form relating to the coding or mapping of data from the County's legacy juvenile case management system, configuration specifications related to its network or computer systems on which the County's information services are performed and/or configuration specifications related to its implementation of Techshare.Juvenile. "Confidential Information" includes information in any form, whether written, electronic, or verbal. Additionally, the term "Confidential Information" shall include any notes, analyses, compilations, studies, interpretations, memoranda or other documents prepared by a Party or its Representatives that contain, reflect or are based upon, in whole or in part, any Confidential Information furnished to the Party (the "Recipient Party") or its Representatives by another Party (the "Disclosing Party") under this MOU.

E. Survival. This Article IV shall survive any termination, cancellation, withdrawal, or expiration of this MOU.

V.
TERM AND TERMINATION

The terms and conditions of this MOU shall be indefinite unless terminated by one of the Parties. This MOU may be terminated by either Party with a thirty (30) day written notice to the other Party.

VI.
WARRANTIES

No Party to this MOU warrants the availability, accuracy, quality, reliability or fitness for a particular purpose of any data or information made available under this MOU. Third party warranties or guarantees may inure to the benefit of the Parties to a particular Project if such are contractually secured as part of such Project; however, no Party to this MOU shall be held liable for a warranty or guarantee offered by a third party, if any. All conditions, representations and warranties, whether express, implied, statutory or otherwise, including, without limitation, any implied warranty or merchantability, fitness for a particular purpose, or non-infringement of third party rights, are hereby disclaimed by all Parties to this MOU to the maximum extent permitted by applicable law.

Survival. This Article VI shall survive any termination, cancellation, withdrawal, or expiration of this MOU.

VII.
NOTICE

Any and all notices to be given under this MOU by the Participating Local Government shall be deemed to have been given if reduced to writing and delivered in person or mailed by overnight or certified mail, return receipt requested, postage pre-paid, to the Parties at the addresses set forth on the signatory pages below or to such other addresses designated in writing to all the Parties. Any notice required hereunder shall be deemed to have been given three (3) days subsequent to the date it was so delivered or mailed.

VIII.
AMENDMENT

This MOU may not be amended except in a written instrument specifically referring to this MOU and signed by the Parties hereto. Any modification, alteration, addition or deletion to the terms of this MOU which are required by changes in federal or state law are automatically incorporated herein without written amendment to this MOU and shall be effective on the date designated by said law.

IX.
CURRENT REVENUE

The Parties hereby warrant that all payments, expenditures, contributions, fees, costs, and disbursements required of each Party hereunder or required by any other agreements, contracts and documents executed, adopted, or approved pursuant to this MOU, which shall include any exhibit, attachment, addendum or associated document, shall be paid from current revenues and resources available to each paying Party. The Parties hereby warrant that no debt is created by this MOU.

X.
FISCAL FUNDING

The obligations of the Participating Local Government pursuant to this MOU are contingent upon the availability and appropriation of sufficient funding. Any Party may withdraw from this MOU without penalty in the event funds are not available or appropriated by giving the appropriate notice pursuant to Sections V and VII. However, no Party will be entitled to a refund of amounts previously contributed in the event of withdrawal for lack of funding, unless expressly agreed in writing by the Parties.

XI.
APPLICABLE LAW

This MOU shall be expressly subject to the participating Parties' sovereign immunity and other governmental immunity and all applicable federal and state law. This MOU shall be governed by and construed in accordance with the laws of the State of Texas. Venue shall lie exclusively in Tarrant County, Texas.

XII.
SEVERABILITY

In the event that one or more of the provisions contained in the MOU shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability of the MOU shall be construed as if such invalid, illegal or unenforceable provision has never been contained herein, but shall not affect the remaining provisions of this MOU, which shall remain in force and effect.

XIII.
ASSIGNMENT

The Participating Local Government may not assign their respective rights and duties under this MOU without the prior written consent and/or approval of the remaining Parties, acting by and through their respective governing bodies, even if such assignment is due to a change in ownership or affiliation. Any assignment attempted without such prior consent and/or approval by the remaining Parties shall be null and void.

Survival. This Article XIII shall survive any termination, cancellation, withdrawal, or expiration of this MOU.

XIV.
ENTIRE AGREEMENT

This MOU, including any and all exhibits, attachments, and/or addendums incorporated as a part hereof, shall constitute the entire agreement relating to the subject matter herein between the Parties and supersedes any other agreement concerning the subject matter of this transaction, whether oral or written. Each Party acknowledges that the other Parties, or anyone acting on behalf of the other Parties, have made no representations, inducements, promises or agreements, orally or otherwise, unless such representations, inducements, promises or agreements are embodied in this MOU, expressly or by incorporation.

XV.
RESPONSIBILITIES

All Parties agree to be responsible for their own negligent acts or omissions, or other tortious conduct in the course of performance of this MOU without waiving any sovereign immunity, governmental immunity or other defenses available to the Parties under federal or State law. Nothing in this paragraph shall be construed to create or grant any rights, contractual or otherwise, in or to any third persons or entities. All Parties agree that any such liability or damages occurring during the performance of this MOU caused by the joint or comparative negligence of the Parties, or their employees, agents or officers, shall be determined in accordance with comparative responsibility laws of Texas.

XVI.
CJIS COMPLIANCE

All Parties and their respective employees, agents, contractors, and subcontractors agree, warrant, and represent they shall be compliant with the Federal Bureau of Investigation Criminal Justice Information Security Policy version 5.1 pursuant to this MOU. Further, all Parties agree, warrant, and represent they are compliant with the Texas Department of Public Safety policies regarding access to Criminal Justice Information. Additionally, all Parties specifically agree to be responsible for their own individual ongoing compliance with regard to the Federal Bureau of Investigation Criminal Justice Information Security Policy and the Texas Department of Public Safety criminal justice information policies.

XVII.
SOVEREIGN IMMUNITY

This MOU is subject to Tarrant County's Sovereign Immunity and Tarrant County expressly does not waive any applicable local, State and federal rules and laws, including Sovereign Immunity, Title 5 of the Texas Civil Practice and Remedies Code. Further, the Parties acknowledge and agree Tarrant County does not have the ability under Article III, Section 49 and Article XI, Section 7 of the Texas Constitution to indemnify any party or third party damages pursuant to this MOU.

XVIII
EXECUTION OF AGREEMENT

This MOU may be executed in one or more counterparts, each of which will be deemed to be an original copy of this MOU, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this MOU and of signature pages by electronic transmission shall constitute effective execution and delivery of this MOU as to the parties and may be used in lieu of the original MOU for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

[SIGNATORY PAGES SHALL FOLLOW]

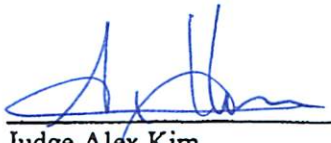
BINDING AGREEMENT, AUTHORITY, PARTIES BOUND

By signing this page, each Participating Local Government or Party represents that it has the full right, power and authority to enter and perform this *MOU Among Participating Local Governments and Tarrant County for TechShare.Juvenile* in accordance with all of the terms and conditions, and that the execution and delivery of this MOU has been made by an authorized representative of each Party to validly and legally bind the same Party to all terms, performances and provisions set forth in this MOU.

TARRANT COUNTY

Separate Electronic Signature Page

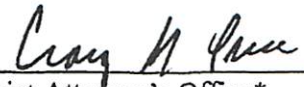
Tim O'Hare Date
County Judge
100 East Weatherford, Fort Worth, Texas 76196



5/20/2026

Judge Alex Kim Date
Juvenile Board Chairman
2701 Kimbo Road, Fort Worth, Texas 76111

APPROVED AS TO FORM:



Criminal District Attorney's Office*

*By law, the Tarrant County District Attorney's Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval and should seek review and approval by their own respective attorney(s).

BINDING AGREEMENT, AUTHORITY, PARTIES BOUND

By signing this page, each Participating Local Government or Party represents that it has the full right, power and authority to enter and perform this *MOU Among Participating Local Governments and Tarrant County for TechShare.Juvenile* in accordance with all of the terms and conditions, and that the execution and delivery of this MOU has been made by an authorized representative of each Party to validly and legally bind the same Party to all terms, performances and provisions set forth in this MOU.

FOREST HILL POLICE DEPARTMENT acknowledges that it is a "governmental entity" and not a "business entity" as those terms are defined in Tex. Gov't Code § 2252.908, and therefore, no disclosure of interested parties pursuant to Tex. Gov't Code Section 2252.908 is required.

COUNTY/CITY: TARRANT/FOREST HILL

AGENCY: FOREST HILL POLICE DEPARTMENT

BY: _____

Name: DAVID HERNANDEZ

Title: POLICE CHIEF

Date: 11-6-2025

Address: 3336 HORTON RD

FOREST HILL TX, 76119

PASSED AND APPROVED on _____.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 45
Department: Public Health	**Prepared By:** Gary Collins, Contract Specialist	**Approved By:** Amanda Campbell

SUBJECT:

Consideration of an Interlocal Cooperation Contract between Tarrant County and the Texas Department of State Health Services for the Provision of Mobile Food Inspection Services by the Tarrant County Public Health Department

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider a Interlocal Cooperation Contract, #HHS001719600024, between Tarrant County and the Texas Department of State Health Services (DSHS) for the provision of Mobile Food Inspection Services by the Tarrant County Public Health Department (TCPH).

BACKGROUND

The TCPH Environmental Health Division (EHD) conducts environmental health inspections in the unincorporated regions of Tarrant County, and through approved interlocal agreements, provides inspection services for thirty (30) participating cities, and the Dallas-Fort Worth International Airport.

During the Texas 89th Legislative session, House Bill 2844 transferred regulatory jurisdiction of mobile food vendors to DSHS. As a result, DSHS requires assistance with pre-permitting, routine inspections, compliant investigations, and foodborne illness investigations involving mobile food vendors operating within Tarrant County.

Under this Interlocal Cooperation Contract, TCPH EHD will provide Mobile Food Inspection Services as assigned by DSHS on a reimbursement basis in an amount not to exceed $536,021.00.

The initial term of the contract is July 1, 2026 through August 31, 2027. DSHS may, at its sole discretion, extend the contract for up to four (4) additional one-year terms.

The District Attorney's Office has reviewed this document as to form.

FISCAL IMPACT

All revenue will be placed in the 22300 Public Health Consumer Health Fund.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Contract_ILA_22300-2027_Docusign_HHS001719600024_Mobile Food Inspection.pdf

Docusign Envelope ID: 125B64C2-2005-4F85-A82E-63C3D7EE42D2

INTERLOCAL COOPERATION CONTRACT
DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS001719600024

THE TEXAS DEPARTMENT OF STATE HEALTH SERVICES ("System Agency") and Tarrant County("Local Government" or "Performing Agency"), each a "Party" and collectively the "Parties," enter into the following contract for Mobile Food Inspection Services (the "Contract") pursuant to the provisions of the "Interlocal Cooperation Act," Chapter 791 of the Texas Government Code.

I. PARTIES

System Agency

Department of State Health Services
1100 W. 49th Street, Tower Bldg., MC 1990
Austin, TX 78756
Contact Person: Maria Acuña
Telephone: 512-776-6629
Fax number: 512-776-7391
E-Mail: Maria.acuna@dshs.texas.gov
Agency Number: 537

Local Government

Tarrant County
1101 S. Main St.
Fort Worth, TX 76104
Contact Person: Sabrina Vidaurri
Telephone: 817-321-5315
Fax number: None
E-Mail: saviduarri@tarrantcountytx.gov

II. STATEMENT OF SERVICES TO BE PROVIDED

The Parties agree to cooperate to provide necessary and authorized services and resources in accordance with the terms of this Contract. Specific services provided are described in **Attachment A – Statement of Work**.

III. CONTRACT PERIOD AND RENEWAL

The Contract is effective on July 1, 2026 and terminates on August 31, 2027, unless renewed, extended, or terminated pursuant to the terms and conditions of the Contract. System Agency, at its sole discretion, may extend this agreement up to 4 additional years for a maximum term of 5 years.

IV. AMENDMENT

The Parties to this Contract may modify this contract only through the execution of a written amendment signed by both parties.

V. CONTRACT AMOUNT AND PAYMENT FOR SERVICES

The total amount of this Contract, including all Work Orders issued under it, shall not exceed five hundred thirty-six thousand twenty-one dollars ($536,021.00).

VI. LEGAL NOTICES

Docusign Envelope ID: 125B64C2-2005-4F85-A82E-63C3D7EE42D2

Legal Notices under this Contract shall be deemed delivered when deposited either in the United States mail, postage paid, certified, return receipt requested; or with a common carrier, overnight, signature required, to the appropriate address below:

System Agency
Health and Human Services Commission
Attn: Office of Chief Counsel
4601 W. Guadalupe, MC 1100
Austin, Texas 78751

Copy to:
Department of State Health Services
Attn: General Counsel
1100 W. 49th Street, MC 1919
Austin, Texas 78756

Local Government
Tarrant County100 E. Weatherford St. #501
Fort Worth, TX 76196
Attention: Judge Time O'Hare

Notice given in any other manner shall be deemed effective only if and when received by the Party to be notified. Either Party may change its address for receiving legal notice by notifying the other Party in writing.

VII. CERTIFICATIONS

The undersigned contracting parties certify that:

(1) the services specified above are necessary and essential for activities that are properly within the statutory functions and programs of the affected agencies of state government;

(2) Each Party executing this Contract on its behalf has full power and authority to enter into this Contract.

(3) the proposed arrangements serve the interest of efficient and economical administration of state government; and

(4) the services contracted for are not required by Section 21, Article XVI of the Constitution of Texas to be supplied under a contract awarded to the lowest responsible bidder.

The System Agency further certifies that it has statutory authority to contract for the services described in this contract under:

- Texas Health and Safety Code (HSC) Chapter 437B, Mobile Food Vendors;
- Texas Health and Safety Code (HSC) Chapter 437, Regulation of food service establishments, retail food stores, mobile food units, and roadside food vendors;

Docusign Envelope ID: 125B64C2-2005-4F85-A82E-63C3D7EE42D2

- Texas Administrative Code Title 25, Part 1, Chapter 226 (25 TAC 226) Mobile Food Vendors;
- 25 TAC 228 Texas Food Establishment Rules; and
- 25 TAC 229, Subchapter U.

The Local Government further certifies that it has statutory authority to contract for the services described in this contract under _____.

SIGNATURE PAGE FOLLOWS

Docusign Envelope ID: 125B64C2-2005-4F85-A82E-63C3D7EE42D2

SIGNATURE PAGE FOR SYSTEM AGENCY CONTRACT NO. HHS001719600024

DEPARTMENT OF STATE HEALTH SERVICES	**TARRANT COUNTY**
_____	_____
Signature	Signature
Timothy Stevenson, DVM, PhD, DACVM, DACVPM - Epidemiology	Tim O'Hare
Printed Name	Printed Name
Deputy Commissioner for Consumer Protection	County Judge
Title	Title
_____	_____
Date	Date

THE FOLLOWING ATTACHMENTS TO CONTRACT NO. HHS001719600024 ARE INCORPORATED BY REFERENCE:

ATTACHMENT A – STATEMENT OF WORK
ATTACHMENT B – HHS UNIFORM TERMS AND CONDITIONS – GOVERNMENTAL ENTITY V. 3.3 NOVEMBER 2023
ATTACHMENT C – HHS DATA USE AGREEMENT V. 8.5 OCTOBER 23, 2019 - GOVERNMENTAL ENTITY VERSION

Docusign Envelope ID: 125B64C2-2005-4F85-A82E-63C3D7EE42D2

ATTACHMENT A
STATEMENT OF WORK

I. PERFORMING AGENCY RESPONSIBILITIES

Performing Agency will:

A. Conduct mobile food vendor (MFV) inspections and complaint investigations within its jurisdiction as assigned by DSHS Consumer Protection Division, issue accurate reports to MFVs using methods and forms provided by the DSHS Consumer Protection Division, and submit inspection reports to DSHS Retail Food Safety Operations within 3 business days of inspection completion and in the manner prescribed by DSHS Retail Food Safety Operations.

Inspection reports must contain:

- Written inspection report utilizing the DSHS 56-Item Inspection Form, DSHS Marking Instructions, and MFV Checklist;
- Photographs of interior and exterior of the unit for identification, plumbing system, and violative conditions or occurrences;
- relevant police, fire, code enforcement, and other local regulatory authority reports, as needed, and through the coordination of the performing agency;
- Other necessary documents, such as driver's license information, commercial driver's license information, vehicle identification number, license plate, etc.; and relevant complaint or investigative disposition and contact information of the owner, including phone number, email, and mailing address, and person-in-charge (PIC), including email and phone number

Inspection reports will be submitted and input utilizing DSHS inspection and licensing software according to the Versa Regulation (VR) for IDM Guide and Iron Data Mobile (IDM) User Guide. Performing agencies that do not meet threshold to utilize IDM, must submit inspection reports to DSHS RFSO for processing and uploading into VersaRegulation. These reports must be in pdf format or scanned physical forms and include all other photographs and required documentation.

B. Ensure personnel conducting inspections perform one of the following:

- Obtain a registered Sanitarian or Registered Sanitarian-in-Training certification with the Texas Department of Licensing and Regulation (TDLR) or
- obtain an Association of Food and Drug Officials (AFDO) Food Safety Regulatory Professional Credential or
- obtain a National Environmental Health Association (NEHA) Certified Professional - Food Safety Credential focused on Food Safety or
- Complete the U.S. Food and Drug Administration Voluntary National Retail Food Regulatory Program Standard 2 basic curriculum and field training or

Docusign Envelope ID: 125B64C2-2005-4F85-A82E-63C3D7EE42D2

- Provide proof of training and knowledge that demonstrates inspectors' ability to adhere to the statutory and operational requirements of the program as approved by DSHS Retail Food Safety Operations.

C. Comply with the following requirements for MFVs:
- Texas Health and Safety Code (HSC) Chapter 437B, Mobile Food Vendors;
- Texas Health and Safety Code (HSC) Chapter 437, Regulation of food service establishments, retail food stores, mobile food units, and roadside food vendors;
- Texas Administrative Code Title 25, Part 1, Chapter 226 (25 TAC 226) Mobile Food Vendors;
- 25 TAC 228 Texas Food Establishment Rules;
- 25 TAC 229, Subchapter U and
- All DSHS Retail Food Safety Operations guidance documents and policies pertaining to MFVs.

D. Testify in enforcement cases that result in administrative hearings or civil hearings, if such testimony is requested by DSHS Consumer Protection Division.

E. Inspect mobile food vendors within the jurisdiction specified by DSHS:
- Once a year on a routine and randomized basis and
- As needed for pre-licensing, and within the timeframe required by DSHS Consumer Protection Division to adhere to the 14-day inspection requirement specified in HSC 437B.054, with a general requirement of completion within 5 business days of receiving the assigned pre-licensing inspections; and
- If assigned by DSHS RFSO to investigate a complaint or conduct a monitoring/compliance inspection within 3 business days.

F. Participate in training and technical assistance sessions as coordinated by DSHS Consumer Protection Division.

G. Notify DSHS of any violations that pose an imminent health hazard or require escalated enforcement action, such as voluntary closures, detention of products, and emergency suspension orders, within an hour of in-person observation and validation.

H. Investigate reported foodborne illnesses.

I. Complete or document attempts via MFV itineraries provided of at least 50% of expected routine inspections per year.

J. Adhere to Mobile Food Vendor Standard Operating Procedures (SOP) located at Forms and Publications - Retail Food Establishments | Texas DSHS. The SOP may be updated regularly, and the Performing Agency is responsible for keeping track of all updates.

II. SYSTEM AGENCY RESPONSIBILITIES

DSHS Consumer Protection Division will:

A. Assign routine inspections quarterly and on an ongoing basis as appropriate using VersaRegulation software.

B. Assign compliance and complaint investigations as necessary and required using

Docusign Envelope ID: 125B64C2-2005-4F85-A82E-63C3D7EE42D2

VersaRegulation Software.

C. Assign pre-licensing inspections during the application and licensing process using VersaRegulation software.

D. For jurisdictions that do not utilize a software, inspections will be assigned to Performing Agency using email.

E. Endorse inspections and provide dispositions, assign appropriate endorsement categories, and take corresponding follow-up enforcement actions (*e.g.,* Warning Letters, Notices of Violation) in a timely manner.

F. Provide and update appropriate training and guidance documents regarding MFVs to local partners.

G. Pursue appropriate enforcement action in a timely manner, while including local partners in all enforcement information and decisions affecting MFVs operating in their jurisdictions.

H. Maintain and update statewide database on a routine and regular basis.

I. Provide ongoing assistance, guidance, and oversight to performing agency regarding MFV questions, situations, and circumstances that require additional intervention.

J. Perform all compliance and enforcement procedures, processes, and notifications.

K. Provide software license to Performing Agencies. DSHS will provide training on software use.

III. PERFORMANCE MEASURES

System Agency will monitor the Performing Agency's performance of the requirements in this **ATTACHMENT A-3, THIRD REVISED STATEMENT OF WORK**, and compliance with the Contract's terms and conditions.

Performance measures will include:

- Timeliness of inspection completion and report submissions.
- Completion of risk-based inspection procedures and protocols as outlined in the Mobile Food Vendor SOP.
- Quality and accuracy of inspection reports.
- Completeness of complaint and compliance investigation procedures as defined in Mobile Food Vendor Standard Operating Procedures at Forms and Publications - Retail Food Establishments | Texas DSHS.
- Completeness and appropriateness of evidence and documentation through investigation and inspection procedures.
- Communication and rapport building with operators and stakeholders.
- Timeliness and accuracy of invoice submission to DSHS Consumer Protection Division.
- Compliance with training and competency requirements as designated by DSHS.

IV. INVOICE AND PAYMENT

A. INVOICE REQUIREMENTS

Contractor shall submit to DSHS detailed and accurate invoice(s) to include the information below. Each invoice shall be submitted by email, in the format prescribed by DSHS monthly and

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not later than 30 calendar days after completion of monthly inspections.

Invoices shall be submitted to:
Invoices@dshs.texas.gov and CMSInvoices@dshs.texas.gov

The invoice shall include, at a minimum:
1. Contractor's name;
2. Remit to address;
3. Federal ID or Texas CPA Payee ID;
4. Accounts receivable telephone number;
5. Contract and/or Purchase Order number;
6. Identification of Services provided;
7. A detailed list of all inspections performed for the time period that includes:
    - Name of Establishment
    - File Number
    - Date of Inspection
    - Type of Inspection (i.e., pre-licensing, routine, monitoring/compliance, or complaint)
    - Address of Inspection
8. Service date(s).

No payment will be remitted under this Contract without submission of detailed, accurate invoices submitted as outlined above.

EMAIL: invoices@dshs.state.tx.us

B. Performing Agency will be paid on a Fee-for-Service/Unit Rate basis and in accordance with the fee schedule listed in **SECTION III (C)** of this **ATTACHMENT A-3, THIRD REVISED STATEMENT OF WORK**. System Agency will make these payments monthly.

C. Inspection reimbursements will be based upon the following:

- **$250.00** for the inspection of a Type I MFV;
- **$350.00** for the inspection of a Type II MFV;
- **$400.00** for the inspection of a Type III MFV; and
- Reimbursements as shown above in (1)-(3) for complaint investigations or monitoring/compliance inspections.
- Performing agencies will be reimbursed monthly; and
- Inspections will be completed by collaborative agreement agencies upon assignment by DSHS Retail Food Safety Operations and as required operationally.

D. System Agency will pay travel costs associated with the need to testify in escalated enforcement cases that result in administrative hearings or civil hearings if such testimony is requested by the System Agency. Travel costs may include:

- Mileage = approved state reimbursement rate;

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- Lodging = State GSA rate;
- Flight/bus/car rental as required by system agency policy;
- Per diem = approved state rate;
- Other expenses as defined and required in System Agency travel policy.

V. DATA SHARING AND CONFIDENTIALITY

Both parties agree to protect any confidential business information or personally identifiable data obtained during inspections as required under state or federal law. All data shall be used solely for public health regulatory purposes and shared in compliance with applicable laws and DSHS guidelines.

VI. EARLY TERMINATION DUE TO PERFORMANCE

If System Agency is made aware of or observes complaints, inconsistencies, or poor performance regarding the Performing Agency's inspection process, inspections reports, and/or other communications with System Agency and/or Public Stakeholders, the System Agency can request a Corrective Action Meeting. The System Agency can request additional Corrective Action Meetings or terminate the agreement if additional issues persist. The Performing Agency will be able to reenter a collaborative agreement after providing documentation of actions that will be performed to correct previous issues or gaps in Performing Agency's implementation.

The System Agency or Performing Agency can request a Corrective Action Meeting if either agency does not meet the agreed upon performance expectations.

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Attachment B

TEXAS
Health and Human Services

Health and Human Services (HHS)

Uniform Terms and Conditions - Governmental Entity

Version 3.3

Published and Effective - November 2023

Responsible Office: Chief Counsel

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ARTICLE I. DEFINITIONS AND INTERPRETIVE PROVISIONS

1.1 DEFINITIONS

As used in this Contract, unless the context clearly indicates otherwise, the following terms and conditions have the meanings assigned below:

"Amendment" means a written agreement, signed by the Parties, which documents changes to the Contract.

"Contract" means the Signature Document, these Uniform Terms and Conditions, along with any attachments, and any Amendments, purchase orders, and Work Orders that may be issued by the System Agency.

"Deliverables" means the goods, services, Work, and Work Product to be provided to System Agency under the Contract.

"DSHS" means the Department of State Health Services.

"Effective Date" means the date on which the Contract takes effect.

"Federal Fiscal Year" means the period beginning October 1 and ending September 30 each year, which is the annual accounting period for the United States government.

"GAAP" means Generally Accepted Accounting Principles.

"GASB" means the Governmental Accounting Standards Board.

"HHSC" means the Health and Human Services Commission.

"Health and Human Services" or "HHS" includes HHSC and DSHS.

"HUB" means Historically Underutilized Business, as defined by Chapter 2161 of the Texas Government Code.

"Intellectual Property Rights" means the worldwide proprietary rights or interests, including patent, copyright, trade secret, and trademark rights, as such rights may be evidenced by or embodied in:

i. any idea, design, concept, personality right, method, process, technique, apparatus, invention, discovery, or improvement;
ii. any work of authorship, including any compilation, computer code, website or web page design, literary work, pictorial work, or graphic work;
iii. any trademark, service mark, trade dress, trade name, branding, or other indicia of source or origin;
iv. domain name registrations; and
v. any other proprietary or similar rights. The Intellectual Property Rights of a Party include all worldwide proprietary rights or interests that the Party may have acquired by assignment, by exclusive license, or by license with the right to grant sublicenses.

"Local Government" means a Texas governmental unit defined under and authorized to enter this contract by Texas Government Code, Chapter 791.

"Parties" means the System Agency and Performing Agency, collectively.

"Party" means either the System Agency or Performing Agency, individually.

"Performing Agency" means the State Agency or Local Government providing the goods or

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services defined in this Contract.

"Receiving Agency" means HHSC or DSHS, as applicable, Agency receiving the benefit of the goods or services provided under this Contract.

"Signature Document" means the document executed by both Parties that sets forth all the documents that constitute the Contract.

"Solicitation" means the document, if any, issued by the System Agency (including any published addenda, exhibits, and attachments) under which the goods or services provided under the Contract were initially requested, which is incorporated by reference for all purposes in its entirety.

"Solicitation Response" means Performing Agency's full and complete response (including any attachments and addenda) to the Solicitation, which is incorporated by reference for all purposes in its entirety.

"State Agency" means a Texas "Agency" as defined under Texas Government Code, Chapter 771.

"State Fiscal Year" means the period beginning September 1 and ending August 31 each year, which is the annual accounting period for the State of Texas.

"State of Texas *Textravel*" means the information maintained on the Texas Comptroller of Public Accounts' website relative to travel reimbursements under this Contract, if any.

"System Agency" means HHSC or DSHS, as applicable.

"Third Party IP" means the Intellectual Property Rights of any third party that is not a party to this Contract, and that is not a subcontractor.

"Work" means all services to be performed, goods to be delivered, and any appurtenant actions performed, and items produced, conceived, or developed, including Deliverables.

"Work Order" means an individually negotiated document that is executed by both Parties and which authorizes a Project, if any, in an indefinite quantity Contract.

"Work Product" means any and all works, including work papers, notes, materials, approaches, designs, specifications, systems, innovations, improvements, inventions, software, programs, source code, documentation, training materials, audio or audiovisual recordings, methodologies, concepts, studies, reports, whether finished or unfinished, and whether or not included in the Deliverables, that are developed, produced, generated, or provided by Performing Agency in connection with Performing Agency's performance of its duties under the Contract or through use of any funding provided under this Contract.

1.2 INTERPRETIVE PROVISIONS

A. The meanings of defined terms include the singular and plural forms.
B. The words "hereof," "herein," "hereunder," and similar words refer to this Contract as a whole and not to any particular provision, section, attachment, or schedule of this Contract unless otherwise specified.
C. The term "including" is not limiting and means "including without limitation" and, unless otherwise expressly provided in this Contract, (i) references to contracts (including this Contract) and other contractual instruments shall be deemed to include all subsequent Amendments and other modifications, but only to the extent that such Amendments and other

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modifications are not prohibited by the terms of this Contract, and (ii) references to any statute, rule, or regulation are to be construed as including all statutory and regulatory provisions consolidating, amending, replacing, or supplementing the statute or regulation.

D. The captions and headings of this Contract are for convenience of reference only and do not affect the interpretation of this Contract.
E. All attachments, including those incorporated by reference, and any Amendments are considered part of the terms of this Contract.
F. This Contract may use several different limitations, regulations, or policies to regulate the same or similar matters. All such limitations, regulations, and policies are cumulative.
G. Unless otherwise expressly provided, reference to any action of the System Agency or by the System Agency by way of consent, approval, or waiver will be deemed modified by the phrase "in its sole discretion."
H. Time is of the essence in this Contract.

ARTICLE II. PAYMENT PROVISIONS

2.1 PAYMENT

Payment shall be made in accordance with Government Code, Chapter 771, Government Code, Chapter 791, or Government Code, Chapter 2251.051, as applicable.

2.2 ANCILLARY AND TRAVEL EXPENSES

A. Except as otherwise provided in the Contract, no ancillary expenses incurred by the Performing Agency in connection with its provision of the services or Deliverables will be reimbursed by the System Agency. Ancillary expenses include, but are not limited to costs associated with transportation, delivery, and insurance for each Deliverable.
B. When the reimbursement of travel expenses is authorized by the Contract, all such expenses will be reimbursed in accordance with the rates set by the Texas Comptroller of Public Accounts' *Textravel* guidelines which can currently be accessed at: https://fmx.cpa.texas.gov/fmx/travel/textravel/

2.3 NO QUANTITY GUARANTEES

The System Agency makes no guarantee of volume or usage of Work under this Contract. All Work requested may be on an irregular and as needed basis throughout the Contract term.

2.4 TAXES

Purchases made for State of Texas use are exempt from the State Sales Tax and Federal Excise Tax. Performing Agency represents and warrants that it shall pay all taxes or similar amounts resulting from the Contract, including, but not limited to, any federal, State, or local income, sales or excise taxes of Performing Agency or its employees. System Agency shall not be liable for any taxes resulting from the contract.

ARTICLE III. STATE AND FEDERAL FUNDING

3.1 EXCESS OBLIGATIONS PROHIBITED

The Contract is subject to termination or cancellation, without penalty to the System Agency, either in whole or in part, subject to the availability of state funds. System Agency is a state agency whose authority and appropriations are subject to actions of the Texas Legislature. If System Agency

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becomes subject to a legislative change, revocation of statutory authority, or lack of appropriated funds that would render either System Agency's or Performing Agency's delivery or performance under the Contract impossible or unnecessary, the Contract will be terminated or cancelled and be deemed null and void. In the event of a termination or cancellation under this Section, System Agency will not be liable to Performing Agency for any damages that are caused or associated with such termination, or cancellation, and System Agency will not be required to give prior notice.

3.2 No Debt Against the State

This Contract will not be construed as creating any debt by or on behalf of the State of Texas.

3.3 Debt and Delinquencies

Performing Agency agrees that any payments due under the Contract shall be directly applied towards eliminating any debt or delinquency it has to the State of Texas including, but not limited to, delinquent taxes, delinquent student loan payments, and delinquent child support.

3.4 Refunds and Overpayments

A . At its sole discretion, the System Agency may:

i. withhold all or part of any payments to Performing Agency to offset overpayments, unallowable or ineligible costs made to the Performing Agency, or if any required financial status report(s) is not submitted by the due date(s); or,

ii. require Performing Agency to promptly refund or credit - within thirty (30) calendar days of written notice - any funds erroneously paid by System Agency which are not expressly authorized under the Contract.

B. "Overpayments," as used in this Section, include payments:

i. made by the System Agency that exceed the maximum allowable rates;

ii. that are not allowed under applicable laws, rules, or regulations; or,

iii. that are otherwise inconsistent with this Contract, including any unapproved expenditures. Performing Agency understands and agrees that it will be liable to the System Agency for any costs disallowed pursuant to financial and compliance audit(s) of funds received under this Contract. Performing Agency further understands and agrees that reimbursement of such disallowed costs shall be paid by Performing Agency from funds which were not provided or otherwise made available to Performing Agency under this Contract.

ARTICLE IV. Warranty, Affirmations, Assurances, and Certifications

4.1 Warranty

Performing Agency warrants that all Work under this Contract shall be completed in a manner consistent with standards under the terms of this Contract, in the applicable trade, profession, or industry; shall conform to or exceed the specifications set forth in the Contract; and all Deliverables shall be fit for ordinary use, of good quality, and with no material defects. If System Agency, in its sole discretion, determines Performing Agency has failed to complete Work timely or to perform satisfactorily under conditions required by this Contract, the System Agency may require Performing Agency, at its sole expense, to:

i. Repair or replace all defective or damaged Work;

ii. Refund any payment Performing Agency received from System Agency for all defective or damaged Work and, in conjunction therewith, require Performing Agency to accept the return of such Work; and,

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iii. Take necessary action to ensure that Performing Agency's future performance and Work conform to the Contract requirements.

4.2 Contract Affirmations

Performing Agency certifies that, to the extent Contract Affirmations are incorporated into the Contract under the Signature Document, the Performing Agency has reviewed the Contract Affirmations and that Performing Agency is in compliance with all requirements.

4.3 Federal Assurances

Performing Agency certifies that, to the extent federal assurances are incorporated into the Contract under the Signature Document, the Performing Agency has reviewed the federal assurances and that Performing Agency is in compliance with all requirements.

4.4 Federal Certifications

Performing Agency certifies that, to the extent federal certifications are incorporated into the Contract under the Signature Document, the Performing Agency has reviewed the federal certifications and that Performing Agency is in compliance with all requirements. In addition, Performing Agency certifies that it is and shall remain in compliance with all applicable federal laws, rules, and regulations, as they may pertain to this Contract.

ARTICLE V. Intellectual Property

5.1 Ownership of Work Product

A. All right, title, and interest in the Work Product, including all Intellectual Property Rights therein, is exclusively owned by System Agency. Performing Agency and Performing Agency's employees will have no rights in or ownership of the Work Product or any other property of System Agency.
B. Any and all Work Product that is copyrightable under United States copyright law is deemed to be "work made for hire" owned by System Agency, as provided by Title 17 of the United States Code. To the extent that Work Product does not qualify as a "work made for hire" under applicable federal law, Performing Agency hereby irrevocably assigns and transfers to System Agency, its successors and assigns, the entire right, title, and interest in and to the Work Product, including any and all Intellectual Property Rights embodied therein or associated therewith, and in and to all works based upon, derived from, or incorporating the Work Product, and in and to all income, royalties, damages, claims and payments now or hereafter due or payable with respect thereto, and in and to all causes of action, either in law or in equity for past, present or future infringement based on the copyrights, and in and to all rights corresponding to the foregoing.
C. Performing Agency agrees to execute all papers and to perform such other acts as System Agency may deem necessary to secure for System Agency or its designee the rights herein assigned.
D. In the event that Performing Agency has any rights in and to the Work Product that cannot be assigned to System Agency, Performing Agency hereby grants to System Agency an exclusive, worldwide, royalty-free, transferable, irrevocable, and perpetual license, with the right to sublicense, to reproduce, distribute, modify, create derivative works of, publicly perform and publicly display, make, have made, use, sell and offer for sale the Work Product and any products developed by practicing such rights.

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E. The foregoing does not apply to Incorporated Pre-existing Works or Third Party IP that are incorporated in the Work Product by Performing Agency. Performing Agency shall provide System Agency access during normal business hours to all Vendor materials, premises, and computer files containing the Work Product.

5.2 Performing Agency's Pre-existing Works

A. To the extent that Performing Agency incorporates into the Work Product any works of Performing Agency that were created by Performing Agency or that Performing Agency acquired rights in prior to the Effective Date of this Contract ("**Incorporated Pre-existing Works**"), Performing Agency retains ownership of such Incorporated Pre-existing Works.
B. Performing Agency hereby grants to System Agency an irrevocable, perpetual, non-exclusive, royalty-free, transferable, worldwide right and license, with the right to sublicense, to use, reproduce, modify, copy, create derivative works of, publish, publicly perform and display, sell, offer to sell, make and have made, the Incorporated Pre-existing Works, in any medium, with or without the associated Work Product.
C. Performing Agency represents, warrants, and covenants to System Agency that Performing Agency has all necessary right and authority to grant the foregoing license in the Incorporated Pre-existing Works to System Agency.

5.3 Third Party IP

A. To the extent that any Third Party IP is included or incorporated in the Work Product by Performing Agency, Performing Agency hereby grants to System Agency, or shall obtain from the applicable third party for System Agency's benefit, the irrevocable, perpetual, non-exclusive, worldwide, royalty-free right and license, for System Agency's internal business purposes only,
   i. to use, reproduce, display, perform, distribute copies of, and prepare derivative works based upon such Third Party IP and any derivative works thereof embodied in or delivered to System Agency in conjunction with the Work Product, and
   ii. to authorize others to do any or all of the foregoing.
B. Performing Agency shall obtain System Agency's advance written approval prior to incorporating any Third Party IP into the Work Product, and Performing Agency shall notify System Agency on delivery of the Work Product if such materials include any Third Party IP.
C. Performing Agency shall provide System Agency all supporting documentation demonstrating Performing Agency's compliance with this **Section 5.3**, including without limitation documentation indicating a third party's written approval for Performing Agency to use any Third Party IP that may be incorporated in the Work Product.

5.4 Agreements With Employees and Subcontractors

Performing Agency shall have written, binding agreements with its employees and subcontractors that include provisions sufficient to give effect to and enable Performing Agency's compliance with Performing Agency's obligations under this **Article V**.

5.5 Delivery Upon Termination or Expiration

No later than the first calendar day after the termination or expiration of the Contract or upon System Agency's request, Performing Agency shall deliver to System Agency all completed, or partially completed, Work Product, including any Incorporated Pre-existing Works, and any and all versions thereof. Performing Agency's failure to timely deliver such Work Product is a material breach of the Contract. Performing Agency will not retain any copies of the Work Product or any

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documentation or other products or results of Performing Agency's activities under the Contract without the prior written consent of System Agency.

5.6 SURVIVAL

The provisions and obligations of this **Article V** survive any termination or expiration of the Contract.

5.7 SYSTEM AGENCY DATA

A. As between the Parties, all data and information acquired, accessed, or made available to Performing Agency by, through, or on behalf of System Agency or System Agency contractors, including all electronic data generated, processed, transmitted, or stored by Performing Agency in the course of providing data processing services in connection with Performing Agency's performance hereunder (the "**System Agency Data**"), is owned solely by System Agency.
B. Performing Agency has no right or license to use, analyze, aggregate, transmit, create derivatives of, copy, disclose, or process the System Agency Data except as required for Performing Agency to fulfill its obligations under the Contract or as authorized in advance in writing by System Agency.
C. For the avoidance of doubt, Performing Agency is expressly prohibited from using, and from permitting any third party to use, System Agency Data for marketing, research, or other non-governmental or commercial purposes, without the prior written consent of System Agency.
D. Performing Agency shall make System Agency Data available to System Agency, including to System Agency's designated vendors, as directed in writing by System Agency. The foregoing shall be at no cost to System Agency.
E. Furthermore, the proprietary nature of Performing Agency's systems that process, store, collect, and/or transmit the System Agency Data shall not excuse Performing Agency's performance of its obligations hereunder.

ARTICLE VI. PROPERTY

6.1 USE OF STATE PROPERTY

A. Performing Agency is prohibited from using State Property for any purpose other than performing services authorized under the Contract.
B. State Property includes, but is not limited to, System Agency's office space, identification badges, System Agency information technology equipment and networks (*e.g.,* laptops, portable printers, cell phones, iPads or tablets, external hard drives, data storage devices, any System Agency-issued software, and the System Agency Virtual Private Network (VPN client)), and any other resources of System Agency.
C. Performing Agency shall not remove State Property from the continental United States. In addition, Performing Agency may not use any computing device to access System Agency's network or e-mail while outside of the continental United States.
D. Performing Agency shall not perform any maintenance services on State Property unless the Contract expressly authorizes such services.
E. During the time that State Property is in the possession of Performing Agency, Performing Agency shall be responsible for:
    i. all repair and replacement charges incurred by State Agency that are associated with loss of State Property or damage beyond normal wear and tear, and

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ii. all charges attributable to Performing Agency's use of State Property that exceeds the Contract scope. Performing Agency shall fully reimburse such charges to System Agency within ten (10) calendar days of Performing Agency's receipt of System Agency's notice of amount due. Use of State Property for a purpose not authorized by the Contract shall constitute breach of contract and may result in termination of the Contract and the pursuit of other remedies available to System Agency under contract, at law, or in equity.

6.2 Damage to Government Property

A. In the event of loss, destruction, or damage to any System Agency or State of Texas owned, leased, or occupied property or equipment by Performing Agency or Performing Agency's employees, agents, Subcontractors, and suppliers, Performing Agency shall be liable to System Agency and the State of Texas for the full cost of repair, reconstruction, or replacement of the lost, destroyed, or damaged property.
B. Performing Agency shall notify System Agency of the loss, destruction, or damage of equipment or property within one (1) business day. Performing Agency shall reimburse System Agency and the State of Texas for such property damage within 10 calendar days after Performing Agency's receipt of System Agency's notice of amount due.

6.3 Property Rights upon Termination or Expiration of Contract

In the event the Contract is terminated for any reason, or upon its expiration State Property remains the property of the System Agency and must be returned to the System Agency by the end date of the Contract or upon System Agency's request.

ARTICLE VII. Record Retention, Audit, and Confidentiality

7.1 Record Maintenance and Retention

A. Performing Agency shall keep and maintain under GAAP or GASB, as applicable, full, true, and complete records necessary to fully disclose to the System Agency, the Texas State Auditor's Office, the United States Government, and their authorized representatives all information required to determine compliance with the terms and conditions of this Contract and all state and federal rules, regulations, and statutes. Performing Agency shall ensure these same requirements are included in all subcontracts.
B. Performing Agency shall maintain and retain legible copies of this Contract and all records relating to the performance of the Contract including supporting fiscal documents adequate to ensure that claims for contract funds are in accordance with applicable State of Texas requirements. These records shall be maintained and retained by Performing Agency for a minimum of seven (7) years after the Contract expiration date or seven (7) years after the completion of all audits, claim, litigation, or dispute matters involving the Contract are resolved, whichever is later. Performing Agency shall ensure these same requirements are included in all subcontracts.

7.2 Agency's Right to Audit

A. Performing Agency shall make available at reasonable times and upon reasonable notice, and for reasonable periods, work papers, reports, books, records, supporting documents kept current by Performing Agency pertaining to the Contract for purposes of inspecting, monitoring, auditing, or evaluating by System Agency and the State of Texas. Performing Agency shall ensure these same requirements are included in all subcontracts.
B. In addition to any right of access arising by operation of law, Performing Agency and any of

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Performing Agency's affiliate or subsidiary organizations, or subcontractors shall permit the System Agency or any of its duly authorized representatives, as well as duly authorized federal, state or local authorities, unrestricted access to and the right to examine any site where business is conducted or services are performed, and all records, which includes but is not limited to financial, client and patient records, books, papers or documents related to this Contract. Performing Agency shall permit the System Agency or any of its duly authorized federal, state, or local authorities unrestricted access to and the right to examine all external contracts and/or pricing models or methodologies related to the Contract. Performing Agency shall ensure these same requirements are included in all subcontracts.

C. If the Contract includes federal funds, federal agencies that shall have a right of access to records as described in this section include: the federal agency providing the funds, the Comptroller General of the United States, the General Accounting Office, the Office of the Inspector General, and any of their authorized representatives. In addition, agencies of the State of Texas that shall have a right of access to records as described in this section include: the System Agency, HHSC, HHSC's contracted examiners, the State Auditor's Office, the Texas Attorney General's Office, and any successor agencies. Each of these entities may be a duly authorized authority.
D. If deemed necessary by the System Agency or any duly authorized authority, for the purpose of oversight, including, but not limited to, reviews, inspections, audits and investigations, Performing Agency shall produce original documents related to this Contract.
E. The System Agency and any duly authorized authority shall have the right to audit billings both before and after payment, and all documentation that substantiates the billings and payments related to the Contract, including those related to a Subcontractor.
F. Performing Agency shall include the System Agency's and any of its duly authorized representatives', as well as duly authorized federal, state, or local authorities, unrestricted right of access to, and examination of, sites and information related to this Contract in any subcontract it awards.

7.3 Response/Compliance with Audit or Inspection Findings

A. Performing Agency must act to ensure its and its subcontractors' compliance with all corrections necessary to address any finding of noncompliance with any law, regulation, audit requirement, or generally accepted accounting principle, or any other deficiency identified in any audit, review, inspection or investigation of the Contract and the services and Deliverables provided. Any such correction will be at Performing Agency's or its Subcontractor's sole expense. Whether Performing Agency's action corrects the noncompliance shall be solely the decision of the System Agency.
B. As part of the services, Performing Agency must provide to System Agency upon request a copy of those portions of Performing Agency's and its subcontractors' internal audit reports relating to the services and Deliverables provided to the State under the Contract.
C. Performing Agency shall include the requirement to provide to System Agency (and any of its duly authorized federal, state or local authorities) internal audit reports related to this Contract in any Subcontract it awards. Upon request by System Agency, Performing Agency shall enforce this requirement against its Subcontractor. Further, Performing Agency shall include in any Subcontract it awards a requirement that all Subcontractor Subcontracts must also include these provisions.

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7.4 State Auditor's Right to Audit

A. The state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under the Contract or indirectly through a subcontract under the Contract. The acceptance of funds directly under the Contract or indirectly through a subcontract under the Contract acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. Under the direction of the legislative audit committee, an entity that is the subject of an audit or investigation by the state auditor must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.
B. The Performing Agency shall comply with any rules and procedures of the state auditor in the implementation and enforcement of Section 2262.154 of the Texas Government Code.
C. Performing Agency shall ensure the authority to audit funds received indirectly by subcontractors through the contract and the requirement to cooperate is included in any subcontract it awards.

7.5 Confidentiality

Performing Agency shall maintain as confidential and shall not disclose to third parties without System Agency's prior written consent, any System Agency information including but not limited to System Agency Data, System Agency's business activities, practices, systems, conditions, and services. This Article VII will survive termination or expiration of this Contract. Further, the obligations of Performing Agency under this Article VII will survive termination or expiration of this Contract. This requirement must be included in all subcontracts awarded by Performing Agency.

ARTICLE VIII. Contract Remedies and Early Termination

8.1 Contract Remedies

To ensure Performing Agency's full performance of the Contract and compliance with applicable law, the System Agency reserves the right to hold Performing Agency accountable for breach of contract or substandard performance and may take remedial or corrective actions, including, but not limited to:

i. suspending all or part of the Contract;
ii. requiring the Performing Agency to take specific actions in order to remain in compliance with the Contract;
iii. recouping payments made by the System Agency to the Performing Agency found to be in error;
iv. suspending, limiting, or placing conditions on the Performing Agency's continued performance of Work; or
v. imposing any other remedies, sanctions, or penalties authorized under this Contract or permitted by federal or state law.

8.2 Termination for Convenience

The System Agency may terminate the Contract, in whole or in part, at any time when, in its sole discretion, the System Agency determines that termination is in the best interests of the State of Texas. The termination will be effective on the date specified in the System Agency's notice of termination.

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8.3 Termination for Cause

Except as otherwise provided by the U.S. Bankruptcy Code, or any successor law, the System Agency may terminate the Contract, in whole or in part, upon either of the following conditions:

i. **Material Breach**
The System Agency will have the right to terminate the Contract in whole or in part if the System Agency determines, in its sole discretion, that Performing Agency has materially breached the Contract or has failed to adhere to any laws, ordinances, rules, regulations or orders of any public authority having jurisdiction and such violation prevents or substantially impairs performance of Performing Agency's duties under the Contract. Performing Agency's misrepresentation in any aspect of Performing Agency's Solicitation Response, if any, or Performing Agency's addition to the System for Award Management (SAM) exclusion list will also constitute a material breach of the Contract.

ii. **Failure to Maintain Financial Viability**
The System Agency may terminate the Contract if, in its sole discretion, the System Agency has a good faith belief that Performing Agency no longer maintains the financial viability required to complete the Work, or otherwise fully perform its responsibilities under the Contract.

8.4 Performing Agency Responsibility for System Agency's Termination Costs

If the System Agency terminates the Contract for cause, the Performing Agency shall be responsible to the System Agency for all costs incurred by the System Agency and the State of Texas to replace the Performing Agency. These costs include, but are not limited to, the costs of procuring a substitute vendor and the cost of any claim or litigation attributable to Performing Agency's failure to perform any Work in accordance with the terms of the Contract.

ARTICLE IX. General Provisions

9.1 Amendment

The Contract may only be amended by an Amendment executed by both Parties.

9.2 Insurance

A. Unless otherwise specified in this Contract, Performing Agency shall acquire and maintain, for the duration of this Contract, insurance coverage necessary to ensure proper fulfillment of this Contract and potential liabilities thereunder with financially sound and reputable insurers licensed by the Texas Department of Insurance, in the type and amount customarily carried within the industry as determined by the System Agency. Performing Agency shall provide evidence of insurance as required under this Contract, including a schedule of coverage or underwriter's schedules establishing to the satisfaction of the System Agency the nature and extent of coverage granted by each such policy, upon request by the System Agency. In the event that any policy is determined by the System Agency to be deficient to comply with the terms of this Contract, Performing Agency shall secure such additional policies or coverage as the System Agency may reasonably request or that are required by law or regulation. If coverage expires during the term of this Contract, Performing Agency must produce renewal certificates for each type of coverage.

B. These and all other insurance requirements under the Contract apply to both Performing Agency and its subcontractors, if any. Performing Agency is responsible for ensuring its subcontractors'

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compliance with all requirements.

9.3 Limitation on Authority

A. The authority granted to Performing Agency by the System Agency is limited to the terms of the Contract.
B. Performing Agency shall not have any authority to act for or on behalf of the System Agency or the State of Texas except as expressly provided for in the Contract; no other authority, power, or use is granted or implied. Performing Agency may not incur any debt, obligation, expense, or liability of any kind on behalf of System Agency or the State of Texas.
C. Performing Agency may not rely upon implied authority and is not granted authority under the Contract to:
   i. Make public policy on behalf of the System Agency;
   ii. Promulgate, amend, or disregard administrative regulations or program policy decisions made by State and federal agencies responsible for administration of a System Agency program; or
   iii. Unilaterally communicate or negotiate with any federal or state agency or the Texas Legislature on behalf of the System Agency regarding System Agency programs or the Contract. However, upon System Agency request and with reasonable notice from System Agency to the Performing Agency, the Performing Agency shall assist the System Agency in communications and negotiations regarding the Work under the Contract with state and federal governments.

9.4 Legal Obligations

Performing Agency shall comply with all applicable federal, state, and local laws, ordinances, and regulations, including all federal and state accessibility laws relating to direct and indirect use of information and communication technology. Performing Agency shall be deemed to have knowledge of all applicable laws and regulations and be deemed to understand them.

9.5 Change in Laws and Compliance with Laws

Performing Agency shall comply with all laws, regulations, requirements, and guidelines applicable to a vendor providing services and products required by the Contract to the State of Texas, as these laws, regulations, requirements and guidelines currently exist and as amended throughout the term of the Contract. System Agency reserves the right, in its sole discretion, to unilaterally amend the Contract to incorporate any modifications necessary for System Agency's compliance, as an agency of the State of Texas, with all applicable state and federal laws, regulations, requirements and guidelines.

9.6 E-Verify Program

Performing Agency certifies that for contracts for services, Performing Agency shall utilize the U.S. Department of Homeland Security's E-Verify system during the term of the Contract to determine the eligibility of:

i. all persons employed by Performing Agency to perform duties within Texas; and
ii. all persons, including subcontractors, assigned by the Performing Agency to perform Work pursuant to the Contract within the United States of America.

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9.7 Permitting and Licensure

At Performing Agency's sole expense, Performing Agency shall procure and maintain for the duration of this Contract any state, county, city, or federal license, authorization, insurance, waiver, permit, qualification, or certification required by statute, ordinance, law, or regulation to be held by Performing Agency to provide the goods or services required by this Contract. Performing Agency shall be responsible for payment of all taxes, assessments, fees, premiums, permits, and licenses required by law. Performing Agency shall be responsible for payment of any such government obligations not paid by its subcontractors during performance of this Contract.

9.8 Subcontractors

Performing Agency may not subcontract any or all of the Work and/or obligations under the Contract without prior written approval of the System Agency. Subcontracts, if any, entered into by the Performing Agency shall be in writing and be subject to the requirements of the Contract. Should Performing Agency subcontract any of the services required in the Contract, Performing Agency expressly understands and acknowledges that in entering into such subcontract(s), System Agency is in no manner liable to any subcontractor(s) of Performing Agency. In no event shall this provision relieve Performing Agency of the responsibility for ensuring that the services performed under all subcontracts are rendered in compliance with the Contract.

9.9 Independent Performing Agency

Performing Agency and Performing Agency's employees, representatives, agents, subcontractors, suppliers, and third-party service providers shall serve as independent contractors in providing the services under the Contract. Neither Performing Agency nor System Agency is an agent of the other and neither may make any commitments on the other party's behalf. Performing Agency shall have no claim against System Agency for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind. The Contract shall not create any joint venture, partnership, agency, or employment relationship between Performing Agency and System Agency.

9.10 Governing Law and Venue

This Contract shall be governed by and construed in accordance with the laws of the State of Texas, without regard to the conflicts of law provisions. The venue of any suit arising under the Contract is fixed in any court of competent jurisdiction of Travis County, Texas, unless the specific venue is otherwise identified in a statute which directly names or otherwise identifies its applicability to the System Agency.

9.11 Severability

If any provision of the Contract is held to be illegal, invalid or unenforceable by a court of law or equity, such construction will not affect the legality, validity or enforceability of any other provision or provisions of this Contract. It is the intent and agreement of the Parties this Contract shall be deemed amended by modifying such provision to the extent necessary to render it valid, legal and enforceable while preserving its intent or, if such modification is not possible, by substituting another provision that is valid, legal and enforceable and that achieves the same objective. All other provisions of this Contract will continue in full force and effect.

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9.12 SURVIVABILITY

Expiration or termination of the Contract for any reason does not release Performing Agency from any liability or obligation set forth in the Contract that is expressly stated to survive any such expiration or termination, that by its nature would be intended to be applicable following any such expiration or termination, or that is necessary to fulfill the essential purpose of the Contract, including without limitation the provisions regarding warranty, indemnification, confidentiality, and rights and remedies upon termination.

9.13 FORCE MAJEURE

Neither Party shall be liable to the other for any delay in, or failure of performance of, any requirement included in the Contract caused by force majeure. The existence of such causes of delay or failure shall extend the period of performance until after the causes of delay or failure have been removed provided the non-performing party exercises all reasonable due diligence to perform. Force majeure is defined as acts of God, war, fires, explosions, hurricanes, floods, failure of transportation, or other causes that are beyond the reasonable control of either party and that by exercise of due foresight such party could not reasonably have been expected to avoid, and which, by the exercise of all reasonable due diligence, such party is unable to overcome.

9.14 DISPUTE RESOLUTION

A. The dispute resolution process provided for in Chapter 2260 of the Texas Government Code must be used to attempt to resolve any dispute arising under the Contract. If the Performing Agency's claim for breach of contract cannot be resolved informally with the System Agency, the claim shall be submitted to the negotiation process provided in Chapter 2260. To initiate the process, the Performing Agency shall submit written notice, as required by Chapter 2260, to the individual identified in the Contract for receipt of notices. Any informal resolution efforts shall in no way modify the requirements or toll the timing of the formal written notice of a claim for breach of contract required under §2260.051 of the Texas Government Code. Compliance by the Performing Agency with Chapter 2260 is a condition precedent to the filing of a contested case proceeding under Chapter 2260.

B. The contested case process provided in Chapter 2260 is the Performing Agency's sole and exclusive process for seeking a remedy for an alleged breach of contract by the System Agency if the Parties are unable to resolve their disputes as described above.

C. Notwithstanding any other provision of the Contract to the contrary, unless otherwise requested or approved in writing by the System Agency, the Performing Agency shall continue performance and shall not be excused from performance during the period of any breach of contract claim or while the dispute is pending. However, the Performing Agency may suspend performance during the pendency of such claim or dispute if the Performing Agency has complied with all provisions of Section 2251.051, Texas Government Code, and such suspension of performance is expressly applicable and authorized under that law.

9.15 NO IMPLIED WAIVER OF PROVISIONS

The failure of the System Agency to object to or to take affirmative action with respect to any conduct of the Performing Agency which is in violation or breach of the terms of the Contract shall not be construed as a waiver of the violation or breach, or of any future violation or breach.

9.16 MEDIA RELEASES

A. Performing Agency shall not use System Agency's name, logo, or other likeness in any press release, marketing material, or other announcement without System Agency's prior written

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approval. System Agency does not endorse any vendor, commodity, or service. Performing Agency is not authorized to make or participate in any media releases or public announcements pertaining to this Contract or the services to which they relate without System Agency's prior written consent, and then only in accordance with explicit written instruction from System Agency.

B. Performing Agency may publish, at its sole expense, results of Performing Agency performance under the Contract with the System Agency's prior review and approval, which the System Agency may exercise at its sole discretion. Any publication (written, visual, or sound) will acknowledge the support received from the System Agency and any Federal agency, as appropriate.

9.17 No Marketing Activities

Performing Agency is prohibited from using the Work for any Performing Agency or third-party marketing, advertising, or promotional activities, without the prior written consent of System Agency. The foregoing prohibition includes, without limitation, the placement of banners, pop-up ads, or other advertisements promoting Performing Agency's or a third party's products, services, workshops, trainings, or other commercial offerings on any website portal or internet-based service or software application hosted or managed by Performing Agency as part of the Work.

9.18 Prohibition on Non-compete Restrictions

Performing Agency shall not require any employees or subcontractors to agree to any conditions, such as non-compete clauses or other contractual arrangements that would limit or restrict such persons or entities from employment or contracting with the State of Texas.

9.19 Sovereign Immunity

Nothing in the Contract shall be construed as a waiver of the System Agency's or the State's sovereign immunity. This Contract shall not constitute or be construed as a waiver of any of the privileges, rights, defenses, remedies, or immunities available to the System Agency or the State of Texas. The failure to enforce, or any delay in the enforcement of, any privileges, rights, defenses, remedies, or immunities available to the System Agency or the State of Texas under the Contract or under applicable law shall not constitute a waiver of such privileges, rights, defenses, remedies, or immunities or be considered as a basis for estoppel. System Agency does not waive any privileges, rights, defenses, or immunities available to System Agency by entering into the Contract or by its conduct prior to or subsequent to entering into the Contract.

9.20 Entire Contract and Modification

This Contract constitutes the entire agreement of the Parties and is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Any additional or conflicting terms in any future document incorporated into the Contract will be harmonized with this Contract to the extent possible.

9.21 Counterparts

This Contract may be executed in any number of counterparts, each of which will be an original, and all such counterparts will together constitute but one and the same Contract.

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9.22 CIVIL RIGHTS

A. Performing Agency shall comply with all applicable state and federal anti-discrimination laws, including:
   i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d, *et seq.*);
   ii. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794);
   iii. Americans with Disabilities Act of 1990 (42 U.S.C. §12101, *et seq.*);
   iv. Age Discrimination Act of 1975 (42 U.S.C. §6101, *et seq.*);
   v. Title IX of the Education Amendments of 1972 (20 U.S.C. §1681, *et seq.*);
   vi. Food and Nutrition Act of 2008 (7 U.S.C. §2011, *et seq.*); and
   vii. The System Agency's administrative rules, as set forth in the Texas Administrative Code, to the extent applicable to this Agreement.

B. Performing Agency shall comply with all amendments to these laws, and all requirements imposed by the regulations issued pursuant to these laws. These laws provide in part that no persons in the United States may, on the grounds of race, color, national origin, sex, age, disability, political beliefs, or religion, be excluded from participation in or denied any service or other benefit provided by Federal or State funding, or otherwise be subjected to discrimination.

C. Performing Agency shall comply with Title VI of the Civil Rights Act of 1964, and its implementing regulations at 45 C.F.R. Part 80 or 7 C.F.R. Part 15, prohibiting a Performing Agency from adopting and implementing policies and procedures that exclude or have the effect of excluding or limiting the participation of clients in its programs, benefits, or activities on the basis of national origin. Civil rights laws require Performing Agency to provide alternative methods for ensuring access to services for applicants and recipients who cannot express themselves fluently in English. Performing Agency shall take reasonable steps to provide services and information, both orally and in writing and electronically, in appropriate languages other than English, to ensure that persons with limited English proficiency are effectively informed and can have meaningful access to programs, benefits, and activities.

D. Performing Agency shall post applicable civil rights posters in areas open to the public informing clients of their civil rights and including contact information for the HHS Civil Rights Office. The posters are available on the HHS website at: http://hhscx.hhsc.texas.gov/system-support-services/civil-rights/publications

E. Performing Agency shall comply with Section 504 of the Rehabilitation Act of 1973 and its implementing regulations at 28 CFR Subpart G § 42.503, and Americans with Disabilities Act of 1990 and its implementing regulations at 28 CFR Subpart B §35.130 which includes requiring Performing Agency to make reasonable modifications in policies, practices, or procedures when the modifications are necessary to avoid discrimination on the basis of disability, unless the Performing Agency can demonstrate that making the modifications would fundamentally alter the nature of the service, program, or activity.

F. Performing Agency shall comply with federal regulations regarding equal treatment for faith-based organizations under 45 C.F.R. Part 87 or 7 C.F.R. Part 16, as applicable. Performing Agency shall not discriminate against clients or prospective clients on the basis of religion or religious belief and shall provide written notice to beneficiaries of their rights.

G. Upon request, Performing Agency shall provide the HHSC Civil Rights Office with copies of the Performing Agency's civil rights policies and procedures.

H. Performing Agency must notify HHSC's Civil Rights Office of any civil rights complaints received relating to its performance under this Contract. This notice must be delivered no more than ten (10) calendar days after receipt of a complaint. This notice must be directed to:

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HHSC Civil Rights Office
701 W. 51st Street, Mail Code W206
Austin, Texas 78751
Phone Toll Free: (888) 388-6332
Phone: (512) 438-4313
Fax: (512) 438-5885.

9.23 Enterprise Information Management Standards

Performing Agency shall conform to HHS standards for data management as described by the policies of the HHS Chief Data and Analytics Officer. These include, but are not limited to, standards for documentation and communication of data models, metadata, and other data definition methods that are required by HHS for ongoing data governance, strategic portfolio analysis, interoperability planning, and valuation of HHS System data assets.

9.24 Disclosure of Litigation

A. The Performing Agency must disclose in writing to the contract manager assigned to this Contract any material civil or criminal litigation or indictment either threatened or pending involving the Performing Agency. "Threatened litigation" as used herein shall include governmental investigations and civil investigative demands. "Litigation" as used herein shall include administrative enforcement actions brought by governmental agencies. The Performing Agency must also disclose any material litigation threatened or pending involving subcontractors, consultants, and/or lobbyists. For purposes of this section, "material" refers, but is not limited, to any action or pending action that a reasonable person knowledgeable in the applicable industry would consider relevant to the Work under the Contract or any development such a person would want to be aware of in order to stay fully apprised of the total mix of information relevant to the Work, together with any litigation threatened or pending that may result in a substantial change in the Performing Agency's financial condition.
B. This is a continuing disclosure requirement; any litigation commencing after Contract Award must be disclosed in a written statement to the assigned contract manager within seven calendar days of its occurrence.

9.25 No Third-Party Beneficiaries

The Contract is made solely and specifically among and for the benefit of the Parties named herein and their respective successors and assigns, and no other person shall have any right, interest, or claims hereunder or be entitled to any benefits pursuant to or on account of the Contract as a third-party beneficiary or otherwise.

9.26 Binding Effect

The Contract shall inure to the benefit of, be binding upon, and be enforceable against, each Party and their respective permitted successors, assigns, transferees, and delegates.

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Attachment C

DATA USE AGREEMENT
BETWEEN THE
TEXAS HEALTH AND HUMAN SERVICES SYSTEM
AND
CONTRACTOR

This Data Use Agreement ("DUA") is effective as of the date of the Base Contract into which it is incorporated ("Effective Date"), by and between the Texas Health and Human Services System, which includes the Texas Health and Human Services Commission and the Department of State Health Services ("HHS") and Contractor (the "Base Contract").

ARTICLE 1. PURPOSE; APPLICABILITY; ORDER OF PRECEDENCE

The purpose of this DUA is to facilitate access to, creation, receipt, maintenance, use, disclosure or transmission of Confidential Information with Contractor, and describe Contractor's rights and obligations with respect to the Confidential Information and the limited purposes for which the Contractor may create, receive, maintain, use, disclose or have access to Confidential Information. This DUA also describes HHS's remedies in the event of Contractor's noncompliance with its obligations under this DUA. This DUA applies to both HHS business associates, as "business associate" is defined in the Health Insurance Portability and Accountability Act (HIPAA), and contractors who are not business associates, who create, receive, maintain, use, disclose or have access to Confidential Information on behalf of HHS, its programs or clients as described in the Base Contract. As a best practice, HHS requires its contractors to comply with the terms of this DUA to safeguard all types of Confidential Information.

As of the Effective Date of this DUA, if any provision of the Base Contract conflicts with this DUA, this DUA controls.

ARTICLE 2. DEFINITIONS

For the purposes of this DUA, capitalized, underlined terms have the following meanings:

"Authorized Purpose" means the specific purpose or purposes described in the Base Contract for Contractor to fulfill its obligations under the Base Contract, or any other purpose expressly authorized by HHS in writing in advance.

"Authorized User" means a person:

(1) Who is authorized to create, receive, maintain, have access to, process, view, handle, examine, interpret, or analyze Confidential Information pursuant to this DUA;

(2) For whom Contractor warrants and represents has a demonstrable need to create, receive, maintain, use, disclose or have access to the Confidential Information; and

(3) Who has agreed in writing to be bound by the disclosure and use limitations pertaining to the Confidential Information as required by this DUA.

"Breach" means an impermissible use or disclosure of electronic or non-electronic sensitive personal information by an unauthorized person or for an unauthorized purpose that compromises the security or

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privacy of Confidential Information such that the use or disclosure poses a risk of reputational harm, theft of financial information, identity theft, or medical identity theft. Any acquisition, access, use, disclosure or loss of Confidential Information other than as permitted by this DUA shall be presumed to be a Breach unless Contractor demonstrates, based on a risk assessment, that there is a low probability that the Confidential Information has been compromised.

"Confidential Information" means any communication or record (whether oral, written, electronically stored or transmitted, or in any other form) provided to or made available to Contractor or that Contractor may create, receive, maintain, use, disclose or have access to on behalf of HHS that consists of or includes any or all of the following:

(1) Education records as defined in the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g; 34 C.F.R. Part 99

(2) Federal Tax Information as defined in Internal Revenue Code §6103 and Internal Revenue Service Publication 1075;

(3) Personal Identifying Information (PII) as defined in Texas Business and Commerce Code, Chapter 521;

(4) Protected Health Information (PHI) in any form including without limitation, Electronic Protected Health Information or Unsecured Protected Health Information as defined in 45 C.F.R. §160.103;

(5) Sensitive Personal Information (SPI) as defined in Texas Business and Commerce Code, Chapter 521;

(6) Social Security Administration Data, including, without limitation, Medicaid information means disclosures of information made by the Social Security Administration or the Centers for Medicare and Medicaid Services from a federal system of records for administration of federally funded benefit programs under the Social Security Act, 42 U.S.C., Chapter 7;

(7) All privileged work product;

(8) All information designated as confidential under the constitution and laws of the State of Texas and of the United States, including the Texas Health & Safety Code and the Texas Public Information Act, Texas Government Code, Chapter 552.

"Destroy", "Destruction", for Confidential Information, means:

(1) Paper, film, or other hard copy media have been shredded or destroyed such that the Confidential Information cannot be read or otherwise cannot be reconstructed. Redaction is specifically excluded as a means of data destruction.

(2) Electronic media have been cleared, purged, or destroyed consistent with NIST Special Publication 800-88, "Guidelines for Media Sanitization," such that the Confidential Information cannot be retrieved.

"Discover, Discovery" means the first day on which a Breach becomes known to Contractor, or, by exercising reasonable diligence would have been known to Contractor.

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"Legally Authorized Representative" of an individual, including as provided in 45 CFR 435.923 (authorized representative); 45 CFR 164.502(g)(1) (personal representative); Tex. Occ. Code § 151.002(6); Tex. H. & S. Code §166.164 (medical power of attorney); and Texas Estates Code § 22.031 (representative).

"Required by Law" means a mandate contained in law that compels an entity to use or disclose Confidential Information that is enforceable in a court of law, including court orders, warrants, subpoenas or investigative demands.

"Subcontractor" means a person who contracts with a prime contractor to work, to supply commodities, or to contribute toward completing work for a governmental entity.

"Workforce" means employees, volunteers, trainees or other persons whose performance of work is under the direct control of a party, whether or not they are paid by that party.

ARTICLE 3. CONTRACTOR'S DUTIES REGARDING CONFIDENTIAL INFORMATION

Section 3.01 Obligations of Contractor

Contractor agrees that:

(A) With respect to PHI, Contractor shall:

(1) Make PHI available in a designated record set if requested by HHS, if Contractor maintains PHI in a designated record set, as defined in HIPAA.

(2) Provide to HHS data aggregation services related to the healthcare operations Contractor performs for HHS pursuant to the Base Contract, if requested by HHS, if Contractor provides data aggregation services as defined in HIPAA.

(3) Provide access to PHI to an individual who is requesting his or her own PHI, or such individual's Legally Authorized Representative, in compliance with the requirements of HIPAA.

(4) Make PHI available to HHS for amendment, and incorporate any amendments to PHI that HHS directs, in compliance with HIPAA.

(5) Document and make available to HHS, an accounting of disclosures in compliance with the requirements of HIPAA.

(6) If Contractor receives a request for access, amendment or accounting of PHI by any individual, promptly forward the request to HHS or, if forwarding the request would violate HIPAA, promptly notify HHS of the request and of Contractor's response. HHS will respond to all such requests, unless Contractor is Required by Law to respond or HHS has given prior written consent for Contractor to respond to and account for all such requests.

(B) With respect to ALL Confidential Information, Contractor shall:

(1) Exercise reasonable care and no less than the same degree of care Contractor uses to protect its own confidential, proprietary and trade secret information to prevent Confidential Information from being used in a manner that is not expressly an Authorized Purpose or as Required by Law. Contractor will access, create, maintain, receive, use, disclose, transmit or Destroy Confidential Information in a secure fashion that protects against any reasonably anticipated threats or hazards to the security or integrity of such information or unauthorized uses.

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(2) Establish, implement and maintain appropriate procedural, administrative, physical and technical safeguards to preserve and maintain the confidentiality, integrity, and availability of the Confidential Information, in accordance with applicable laws or regulations relating to Confidential Information, to prevent any unauthorized use or disclosure of Confidential Information as long as Contractor has such Confidential Information in its actual or constructive possession.

(3) Implement, update as necessary, and document privacy, security and Breach notice policies and procedures and an incident response plan to address a Breach, to comply with the privacy, security and breach notice requirements of this DUA prior to conducting work under the Base Contract. Contractor shall produce, within three business days of a request by HHS, copies of its policies and procedures and records relating to the use or disclosure of Confidential Information.

(4) Obtain HHS's prior written consent to disclose or allow access to any portion of the Confidential Information to any person, other than Authorized Users, Workforce or Subcontractors of Contractor who have completed training in confidentiality, privacy, security and the importance of promptly reporting any Breach to Contractor's management and as permitted in Section 3.01(A)(3), above. Contractor shall produce evidence of completed training to HHS upon request. HHS, at its election, may assist Contractor in training and education on specific or unique HHS processes, systems and/or requirements. All of Contractor's Authorized Users, Workforce and Subcontractors with access to a state computer system or database will complete a cybersecurity training program certified under Texas Government Code Section 2054.519 by the Texas Department of Information Resources.

(5) Establish, implement and maintain appropriate sanctions against any member of its Workforce or Subcontractor who fails to comply with this DUA, the Base Contract or applicable law. Contractor shall maintain evidence of sanctions and produce it to HHS upon request.

(6) Obtain prior written approval of HHS, to disclose or provide access to any Confidential Information on the basis that such act is Required by Law, so that HHS may have the opportunity to object to the disclosure or access and seek appropriate relief. If HHS objects to such disclosure or access, Contractor shall refrain from disclosing or providing access to the Confidential Information until HHS has exhausted all alternatives for relief.

(7) Certify that its Authorized Users each have a demonstrated need to know and have access to Confidential Information solely to the minimum extent necessary to accomplish the Authorized Purpose and that each has agreed in writing to be bound by the disclosure and use limitations pertaining to the Confidential Information contained in this DUA. Contractor and its Subcontractors shall maintain at all times an updated, complete, accurate list of Authorized Users and supply it to HHS upon request.

(8) Provide, and shall cause its Subcontractors and agents to provide, to HHS periodic written confirmation of compliance with controls and the terms and conditions of this DUA.

(9) Return to HHS or Destroy, at HHS's election and at Contractor's expense, all Confidential Information received from HHS or created or maintained by Contractor or any of Contractor's agents or Subcontractors on HHS's behalf upon the termination or expiration of this DUA, if reasonably feasible and permitted by law. Contractor shall certify in writing to HHS that all such Confidential Information has been Destroyed or returned to HHS, and that Contractor and its agents and Subcontractors have retained no copies thereof. Notwithstanding the foregoing, Contractor acknowledges and agrees that it may not Destroy any Confidential Information if federal or state law, or HHS record retention policy or a litigation hold notice prohibits such Destruction. If such return or Destruction is not reasonably feasible, or is

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impermissible by law, Contractor shall immediately notify HHS of the reasons such return or Destruction is not feasible and agree to extend the protections of this DUA to the Confidential Information for as long as Contractor maintains such Confidential Information.

(10) Complete and return with the Base Contract to HHS, attached as Attachment 2 to this DUA, the HHS Security and Privacy Initial Inquiry (SPI) at https://hhs.texas.gov/laws-regulations/forms/miscellaneous/hhs-information-security-privacy-initial-inquiry-spi**.** The SPI identifies basic privacy and security controls with which Contractor must comply to protect Confidential Information. Contractor shall comply with periodic security controls compliance assessment and monitoring by HHS as required by state and federal law, based on the type of Confidential Information Contractor creates, receives, maintains, uses, discloses or has access to and the Authorized Purpose and level of risk. Contractor's security controls shall be based on the National Institute of Standards and Technology (NIST) Special Publication 800-53. Contractor shall update its security controls assessment whenever there are significant changes in security controls for HHS Confidential Information and shall provide the updated document to HHS. HHS also reserves the right to request updates as needed to satisfy state and federal monitoring requirements.

(11) Comply with the HHS Acceptable Use Policy (AUP) and require each Subcontractor and Workforce member who has direct access to HHS Information Resources, as defined in the AUP, to execute an HHS Acceptable Use Agreement.

(12) Only conduct secure transmissions of Confidential Information whether in paper, oral or electronic form. A secure transmission of electronic Confidential Information *in motion* includes secure File Transfer Protocol (SFTP) or encryption at an appropriate level as required by rule, regulation or law. Confidential Information *at rest* requires encryption unless there is adequate administrative, technical, and physical security as required by rule, regulation or law. All electronic data transfer and communications of Confidential Information shall be through secure systems. Contractor shall provide proof of system, media or device security and/or encryption to HHS no later than 48 hours after HHS's written request in response to a compliance investigation, audit, or the Discovery of a Breach. HHS may also request production of proof of security at other times as necessary to satisfy state and federal monitoring requirements. Deidentification of Confidential Information in accordance with HIPAA de-identification standards is deemed secure.

(13) Designate and identify a person or persons, as Privacy Official and Information Security Official, each of whom is authorized to act on behalf of Contractor and is responsible for the development and implementation of the privacy and security requirements in this DUA. Contractor shall provide name and current address, phone number and e-mail address for such designated officials to HHS upon execution of this DUA and prior to any change. Upon written notice from HHS, Contractor shall promptly remove and replace such official(s) if such official(s) is not performing the required functions.

(14) Make available to HHS any information HHS requires to fulfill HHS's obligations to provide access to, or copies of, Confidential Information in accordance with applicable laws, regulations or demands of a regulatory authority relating to Confidential Information. Contractor shall provide such information in a time and manner reasonably agreed upon or as designated by the applicable law or regulatory authority.

(15) Comply with the following laws and standards ***if applicable to the type of Confidential Information and Contractor's Authorized Purpose***:

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- Title 1, Part 10, Chapter 202, Subchapter B, Texas Administrative Code;
- The Privacy Act of 1974;
- OMB Memorandum 17-12;
- The Federal Information Security Management Act of 2002 (FISMA);
- The Health Insurance Portability and Accountability Act of 1996 (HIPAA);
- Internal Revenue Publication 1075 – Tax Information Security Guidelines for Federal, State and Local Agencies;
- National Institute of Standards and Technology (NIST) Special Publication 800-66 Revision 1 – An Introductory Resource Guide for Implementing the Health Insurance Portability and Accountability Act (HIPAA) Security Rule;
- NIST Special Publications 800-53 and 800-53A – Recommended Security Controls for Federal Information Systems and Organizations, as currently revised;
- NIST Special Publication 800-47 – Security Guide for Interconnecting Information Technology Systems;
- NIST Special Publication 800-88, Guidelines for Media Sanitization;
- NIST Special Publication 800-111, Guide to Storage of Encryption Technologies for End User Devices containing PHI;
- Family Educational Rights and Privacy Act
- Texas Business and Commerce Code Chapter 521
- Any other State or Federal law, regulation, or administrative rule relating to the specific HHS program area that Contractor supports on behalf of HHS.

(16) Be permitted to use or disclose Confidential Information for the proper management and administration of Contractor or to carry out Contractor's legal responsibilities, except as otherwise limited by this DUA, the Base Contract, or law applicable to the Confidential Information, if:

(a) Disclosure is Required by Law;

(b) Contractor obtains reasonable assurances from the person to whom the information is disclosed that the person shall:

1. Maintain the confidentiality of the Confidential Information in accordance with this DUA;

2. Use or further disclose the information only as Required by Law or for the Authorized Purpose for which it was disclosed to the person; and

3. Notify Contractor in accordance with Section 4.01 of a Breach of Confidential Information that the person Discovers or should have Discovered with the exercise of reasonable diligence.

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(C) With respect to ALL Confidential Information, Contractor shall NOT:

(1) Attempt to re-identify or further identify Confidential Information that has been deidentified or attempt to contact any persons whose records are contained in the Confidential Information, except for an Authorized Purpose, without express written authorization from HHS.

(2) Engage in prohibited marketing or sale of Confidential Information.

(3) Permit, or enter into any agreement with a Subcontractor to, create, receive, maintain, use, disclose, have access to or transmit Confidential Information, on behalf of HHS without requiring that Subcontractor first execute either the Form Subcontractor Agreement, Attachment 1, or Contractor's own Subcontractor agreement that ensures that the Subcontractor shall comply with the same safeguards and restrictions contained in this DUA for Confidential Information. Contractor is directly responsible for its Subcontractors' compliance with, and enforcement of, this DUA.

ARTICLE 4. BREACH NOTICE, REPORTING AND CORRECTION REQUIREMENTS

Section 4.01. Cooperation and Financial Responsibility.

(A) Contractor shall, at Contractor's expense, cooperate fully with HHS in investigating, mitigating to the extent practicable, and issuing notifications as directed by HHS, for any Breach of Confidential Information.

(B) Contractor shall make Confidential Information in Contractor's possession available pursuant to the requirements of HIPAA or other applicable law upon a determination of a Breach.

(C) Contractor's obligation begins at the Discovery of a Breach and continues as long as related activity continues, until all effects of the Breach are mitigated to HHS's satisfaction (the "incident response period").

Section 4.02. Initial Breach Notice.

For federal information ***obtained from a federal system of records***, including Federal Tax Information and Social Security Administration Data (which includes Medicaid and other governmental benefit program Confidential Information), Contractor shall notify HHS of the Breach within the first consecutive clock hour of Discovery. The Base Contract shall specify whether Confidential Information is obtained from a federal system of records. For all other types of Confidential Information Contractor shall notify HHS of the Breach not more than 24 hours after Discovery, ***or in a timeframe otherwise approved by HHS in writing.*** Contractor shall initially report to HHS's Privacy and Security Officers via email at: privacy@HHSC.state.tx.us and to the HHS division responsible for the Base Contract.

Contractor shall report all information reasonably available to Contractor about the Breach.

Contractor shall provide contact information to HHS for Contractor's single point of contact who will communicate with HHS both on and off business hours during the incident response period.

Section 4.03 Third Business Day Notice: No later than 5 p.m. on the third business day after Discovery, or a time within which Discovery reasonably should have been made by Contractor of a Breach of Confidential Information, Contractor shall provide written notification to HHS of all reasonably available information about the Breach, and Contractor's investigation, including, to the extent known to Contractor***:***
a. The date the Breach occurred;

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b. The date of Contractor's and, if applicable, Subcontractor's Discovery;

c. A brief description of the Breach, including how it occurred and who is responsible (or hypotheses, if not yet determined);

d. A brief description of Contractor's investigation and the status of the investigation;

e. A description of the types and amount of Confidential Information involved;

f. Identification of and number of all individuals reasonably believed to be affected, including first and last name of the individual and if applicable, the Legally authorized representative, last known address, age, telephone number, and email address if it is a preferred contact method;

g. Contractor's initial risk assessment of the Breach demonstrating whether individual or other notices are required by applicable law or this DUA for HHS approval, including an analysis of whether there is a low probability of compromise of the Confidential Information or whether any legal exceptions to notification apply;

h. Contractor's recommendation for HHS's approval as to the steps individuals and/or Contractor on behalf of individuals, should take to protect the individuals from potential harm, including Contractor's provision of notifications, credit protection, claims monitoring, and any specific protections for a Legally Authorized Representative to take on behalf of an individual with special capacity or circumstances;

i. The steps Contractor has taken to mitigate the harm or potential harm caused (including without limitation the provision of sufficient resources to mitigate);

j. The steps Contractor has taken, or will take, to prevent or reduce the likelihood of recurrence of a similar Breach;

k. Identify, describe or estimate of the persons, Workforce, Subcontractor, or individuals and any law enforcement that may be involved in the Breach;

l. A reasonable schedule for Contractor to provide regular updates regarding response to the Breach, but no less than every three (3) business days, or as otherwise directed by HHS in writing, including information about risk estimations, reporting, notification, if any, mitigation, corrective action, root cause analysis and when such activities are expected to be completed; and

m. Any reasonably available, pertinent information, documents or reports related to a Breach that HHS requests following Discovery.

Section 4.04. Investigation, Response and Mitigation.

(A) Contractor shall immediately conduct a full and complete investigation, respond to the Breach, commit necessary and appropriate staff and resources to expeditiously respond, and report as required to HHS for incident response purposes and for purposes of HHS's compliance with report and notification requirements, to the satisfaction of HHS.

(B) Contractor shall complete or participate in a risk assessment as directed by HHS following a Breach, and provide the final assessment, corrective actions and mitigations to HHS for review and approval.

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(C) Contractor shall fully cooperate with HHS to respond to inquiries and/or proceedings by state and federal authorities, persons and/or individuals about the Breach.

(D) Contractor shall fully cooperate with HHS's efforts to seek appropriate injunctive relief or otherwise prevent or curtail such Breach, or to recover or protect any Confidential Information, including complying with reasonable corrective action or measures, as specified by HHS in a Corrective Action Plan if directed by HHS under the Base Contract.

Section 4.05. Breach Notification to Individuals and Reporting to Authorities.

(A) HHS may direct Contractor to provide Breach notification to individuals, regulators or third-parties, as specified by HHS following a Breach.

(B) Contractor must comply with all applicable legal and regulatory requirements in the time, manner and content of any notification to individuals, regulators or third-parties, or any notice required by other state or federal authorities, including without limitation, notifications required by Texas Business and Commerce Code, Chapter 521.053(b) and HIPAA. Notice letters will be in Contractor's name and on Contractor's letterhead, unless otherwise directed by HHS, and will contain contact information, including the name and title of Contractor's representative, an email address and a toll-free telephone number, for the individual to obtain additional information.

(C) Contractor shall provide HHS with draft notifications for HHS approval prior to distribution and copies of distributed and approved communications.

(D) Contractor shall have the burden of demonstrating to the satisfaction of HHS that any required notification was timely made. If there are delays outside of Contractor's control, Contractor shall provide written documentation to HHS of the reasons for the delay.

(E) If HHS directs Contractor to provide notifications, HHS shall, in the time and manner reasonably requested by Contractor, cooperate and assist with Contractor's information requests in order to make such notifications.

ARTICLE 5. GENERAL PROVISIONS

Section 5.01 Ownership of Confidential Information

Contractor acknowledges and agrees that the Confidential Information is and shall remain the property of HHS. Contractor agrees it acquires no title or rights to the Confidential Information.

Section 5.02 HHS Commitment and Obligations

HHS will not request Contractor to create, maintain, transmit, use or disclose PHI in any manner that would not be permissible under applicable law if done by HHS.

Section 5.03 HHS Right to Inspection

At any time upon reasonable notice to Contractor, or if HHS determines that Contractor has violated this DUA, HHS, directly or through its agent, will have the right to inspect the facilities, systems, books and records of Contractor to monitor compliance with this DUA. For purposes of this subsection, HHS's agent(s) include, without limitation, the HHS Office of the Inspector General, the Office of the Attorney General of Texas, the State Auditor's Office, outside consultants, legal counsel or other designee.

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Section 5.04 Term; Termination of DUA; Survival

This DUA will be effective on the date on which Contractor executes the Base Contract and will terminate upon termination of the Base Contract and as set forth herein. If the Base Contract is extended, this DUA is extended to run concurrent with the Base Contract.

(A) If HHS determines that Contractor has violated a material term of this DUA; HHS may in its sole discretion:

(1) Exercise any of its rights including but not limited to reports, access and inspection under this DUA and/or the Base Contract; or

(2) Require Contractor to submit to a corrective action plan, including a plan for monitoring and plan for reporting as HHS may determine necessary to maintain compliance with this DUA; or

(3) Provide Contractor with a reasonable period to cure the violation as determined by HHS; or

(4) Terminate the DUA and Base Contract immediately and seek relief in a court of competent jurisdiction in Travis County, Texas.

Before exercising any of these options, HHS will provide written notice to Contractor describing the violation and the action it intends to take.

(B) If neither termination nor cure is feasible, HHS shall report the violation to the applicable regulatory authorities.

(C) The duties of Contractor or its Subcontractor under this DUA survive the expiration or termination of this DUA until all the Confidential Information is Destroyed or returned to HHS, as required by this DUA.

Section 5.05 Injunctive Relief

(A) Contractor acknowledges and agrees that HHS may suffer irreparable injury if Contractor or its Subcontractor fails to comply with any of the terms of this DUA with respect to the Confidential Information or a provision of HIPAA or other laws or regulations applicable to Confidential Information.

(B) Contractor further agrees that monetary damages may be inadequate to compensate HHS for Contractor's or its Subcontractor's failure to comply. Accordingly, Contractor agrees that HHS will, in addition to any other remedies available to it at law or in equity, be entitled to seek injunctive relief without posting a bond and without the necessity of demonstrating actual damages, to enforce the terms of this DUA.

Section 5.06 Indemnification

To the extent permitted by the Texas Constitution, laws and rules, and without waiving any immunities or defenses available to CONTRACTOR as a governmental entity, Contractor shall indemnify, defend and hold harmless HHS and its respective Executive Commissioner, employees, Subcontractors, agents (including other state agencies acting on behalf of HHS) or other members of HHS' Workforce (each of the foregoing hereinafter referred to as "Indemnified Party") against all actual and direct losses suffered by the Indemnified Party and all liability to third parties arising from or in connection with any breach of this DUA or from any acts or omissions related to this DUA by Contractor or its employees, directors, officers,

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Subcontractors, or agents or other members of Contractor's Workforce. The duty to indemnify, defend and hold harmless is independent of the duty to insure. Upon demand, Contractor shall reimburse HHS for any and all losses, liabilities, lost profits, fines, penalties, costs or expenses (including costs of required notices, investigation, and mitigation of a Breach, fines or penalties imposed on an Indemnified Party by a regulatory authority, and reasonable attorneys' fees) which may be imposed upon any Indemnified Party to the extent caused by and which results from the Contractor's failure to meet any of its obligations under this DUA. Contractor's obligation to defend, indemnify and hold harmless any Indemnified Party will survive the expiration or termination of this DUA.

Section 5.07 Insurance

(A) As a governmental entity, CONTRACTOR either maintains commercial insurance or self-insures with policy limits in an amount sufficient to cover CONTRACTOR's liability arising under this DUA. CONTRACTOR will either require that the policy name HHS as an additional insured or assign any payments from the insurer related to CONTRACTOR's liability arising under this DUA directly to HHS. HHSC reserves the right to consider alternative means for CONTRACTOR to satisfy CONTRACTOR's financial responsibility under this DUA. Nothing herein shall relieve CONTRACTOR of its financial obligations set forth in this DUA if CONTRACTOR fails to maintain insurance.

(B) Contractor shall provide HHS with written proof that required insurance coverage is in effect, at the request of HHS.

Section 5.08 Entirety of the Contract

This DUA is incorporated by reference into the Base Contract and, together with the Base Contract, constitutes the entire agreement between the parties. No change, waiver, or discharge of obligations arising under those documents will be valid unless in writing and executed by the party against whom such change, waiver, or discharge is sought to be enforced.

Section 5.09 Automatic Amendment and Interpretation

Upon the effective date of any amendment or issuance of additional regulations to any law applicable to Confidential Information, this DUA will automatically be amended so that the obligations imposed on HHS and/or Contractor remain in compliance with such requirements. Any ambiguity in this DUA will be resolved in favor of a meaning that permits HHS and Contractor to comply with laws applicable to Confidential Information.

Section 5.10 Notices; Requests for Approval

All notices and requests for approval related to this DUA must be directed to the HHS Chief Privacy Officer at privacy@hhsc.state.tx.us.

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ATTACHMENT 1. SUBCONTRACTOR AGREEMENT FORM

HHS CONTRACT NUMBER

_____

The DUA between HHS and Contractor establishes the permitted and required uses and disclosures of Confidential Information by Contractor.

Contractor has subcontracted with_____ (Subcontractor) for performance of duties on behalf of CONTRACTOR which are subject to the DUA. Subcontractor acknowledges, understands and agrees to be bound by the same terms and conditions applicable to Contractor under the DUA, incorporated by reference in this Agreement, with respect to HHS Confidential Information. Contractor and Subcontractor agree that HHS is a third-party beneficiary to applicable provisions of the subcontract.

HHS has the right, but not the obligation, to review or approve the terms and conditions of the subcontract by virtue of this Subcontractor Agreement Form.

Contractor and Subcontractor assure HHS that any Breach as defined by the DUA that Subcontractor Discovers shall be reported to HHS by Contractor in the time, manner and content required by the DUA.

If Contractor knows or should have known in the exercise of reasonable diligence of a pattern of activity or practice by Subcontractor that constitutes a material breach or violation of the DUA or the Subcontractor's obligations, Contractor shall:

1. Take reasonable steps to cure the violation or end the violation, as applicable;
2. If the steps are unsuccessful, terminate the contract or arrangement with Subcontractor, if feasible;
3. Notify HHS immediately upon Discovery of the pattern of activity or practice of Subcontractor that constitutes a material breach or violation of the DUA and keep HHS reasonably and regularly informed about steps Contractor is taking to cure or end the violation or terminate Subcontractor's contract or arrangement.

This Subcontractor Agreement Form is executed by the parties in their capacities indicated below.

CONTRACTOR	**SUBCONTRACTOR**
BY: _____	**BY:** _____
NAME: _____	**NAME:** _____
TITLE: _____	**TITLE:** _____
DATE _____**, 201 .** __	**DATE:** _____

Certificate Of Completion

Envelope Id: 125B64C2-2005-4F85-A82E-63C3D7EE42D2
Status: Sent
Subject: Please Docusign: $536,021.00, HHS001719600024, Tarrant County, Base, CP/MFV
Source Envelope:
Document Pages: 41
Signatures: 0
Certificate Pages: 2
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-06:00) Central Time (US & Canada)

Envelope Originator:
CMS Internal Routing Mailbox
11493 Sunset Hills Road
#100
Reston, VA 20190
CMS.InternalRouting@dshs.texas.gov
IP Address: 167.137.1.13

Record Tracking

Status: Original
4/8/2026 9:59:36 AM
Holder: CMS Internal Routing Mailbox
CMS.InternalRouting@dshs.texas.gov
Location: DocuSign

Signer Events	Signature	Timestamp
Tim O'Hare CountyJudgeGrants@tarrantcountytx.gov County Judge Tarrant County Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		Sent: 4/8/2026 10:04:59 AM
Susana Garcia michael.montgomery1@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Patty Melchior patty.melchior@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Timothy Stevenson timothy.stevenson@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Sabrina Vidaurri savidaurri@tarrantcountytx.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/8/2026 10:04:58 AM Viewed: 4/8/2026 11:07:15 AM
CMS Internal Routing Mailbox CMS.InternalRouting@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Maria Acuna maria.acuna@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Kendall Vela Kendall.vela@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/8/2026 10:04:58 AM

Payment Events	Status	Timestamps

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 10
Department: Public Health	**Prepared By:** Gary Collins, Contract Specialist	**Approved By:** Amanda Campbell

SUBJECT:

Consideration of a User Agreement with American Type Culture Collection for Distribution and Use of Centers for Disease Control and Prevention-Developed Reagents and Other Materials

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider a User Agreement with American Type Culture Collection to continue to gain access to reagents and control materials free of charge to be used for influenza surveillance and other activities in support of public health laboratory testing.

BACKGROUND

The North Texas Regional Laboratory (NTRL) at Tarrant County Public Health (TCPH) has been working closely with Centers for Disease Control and Prevention (CDC) for years. In 2008, CDC's Influenza Division contracted with the American Type Culture Collection (ATCC) to implement the Influenza Reagent Resource (IRR). The IRR, funded by CDC, is a biological reagent repository established to provide free access to influenza virus strains and research reagents. The IRR resources are available to public health facilities, research institutions, life science companies and other entities, agencies, and institutions.

Primarily, access to IRR reagents allows NTRL to obtain reagents free of charge for influenza Polymerase Chain Reaction (PCR) testing kits developed by CDC. A previous agreement from 2010 has been in effect, but did not go through the Commissioners Court at the time. If the updated User Agreement expires or ends, NTRL must destroy any remaining IRR materials, unless ATCC requests that materials must be returned to them.

With approval of the updated IRR User Agreement, NTRL can continue to order certain reagents free of charge for influenza testing and obtain other materials that may be important for laboratory response during public health emergencies. The User Agreement will be in effect in perpetuity unless terminated by either ATCC or Tarrant County.

The District Attorney's Office has approved this contract as to form.

FISCAL IMPACT

There is no fiscal impact associated with this item.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

2026 - Form IRR User Agreement_03012026 - updated 23MAR2026.pdf

USER AGREEMENT

Version 03-01-2026

The Centers for Disease Control and Prevention (CDC) works year round to improve and enhance international influenza surveillance efforts and to build global laboratory capacity in preparation for a future pandemic. In September 2008, CDC's Influenza Division contracted with The American Type Culture Collection ("ATCC®") to implement the Influenza Reagent Resource (IRR). The IRR, funded by CDC, is a biological reagent repository established to provide free access to influenza virus strains and research reagents. Daily operations of the IRR will be performed by ATCC® under the direction of the Influenza Division at the CDC. The IRR resources are available to public health facilities, research institutions, life science companies and other entities, agencies and institutions. In the past, influenza reagents such as virus strains, World Health Organization (WHO) surveillance reagent kits, real time polymerase chain reaction (RT-PCR) kits, and antisera were produced and distributed by the CDC Influenza Division. Now, reagents will be manufactured and distributed by the IRR to increase the availability and accessibility of influenza viruses and reagents for public health purposes.

A Duly Authorized Signatory for the Recipient is required to sign a User Agreement (UA) with ATCC®. Each IRR registrant is required to sign an Acknowledgement of User Agreement form. The UA is an agreement that governs the transfer of research materials between two organizations and use of the research materials. Except as otherwise provided herein, the UA is not intended to limit the distribution of biological materials for non-commercial research purposes, with the exception of Pandemic Influenza Preparedness Biological Material (PIP Biological Material) (See https://www.who.int/publications/i/item/9789241503082). The UA protects the ability of the CDC and ATCC® to supply free reagents for the benefit of the public health community. The document defines the duties of the recipients and their institutions, including the responsibility to properly handle, use, and dispose of the materials according to applicable laws and regulations and restrictions provided herein. The UA also protects the rights of all parties involved in the exchange of biomaterials from the original depositor of the material to the end-user.

This UA has been approved in advance by CDC. In order to ensure rapid processing of registration and expeditious distribution of reagents, changes to this Agreement are discouraged.

TERMS AND CONDITIONS

This Influenza Reagent Resource ("IRR") User Agreement (this "Agreement") is between the RECIPIENT and the American Type Culture Collection, a not-for-profit organization having its offices at 10801 University Blvd. Manassas, Virginia 20110, in its capacity as contractor to, and at the direction of and as an agent for, the Centers for Disease Control and Prevention ("CDC"), an agency of the U.S. Department of Health and Human Services ("HHS"). The IRR is a U.S. Government-funded program, which is separate and distinct from other programs at ATCC®.

DEFINITIONS

COMMERCIAL PURPOSES: For purposes of this Agreement:

(1) The term COMMERCIAL PURPOSES means the sale, license, lease, export, transfer or other distribution of MATERIAL or MODIFICATIONS to an entity for financial gain or other commercial purposes and/or the use of MATERIAL, or MODIFICATIONS: (a) to provide a service to an entity for financial gain; (b) to produce or manufacture products for general sale or products for use in the manufacture of products ultimately intended for general sale; (c) in connection with ADME (Absorption, Distribution, Metabolism and Excretion) testing; (d) in connection with drug potency or toxicity testing which does not include either screening multiple cell lines for potential inclusion in a screening assay system or screening multiple compounds in a system, in each case for internal research purposes only; (e) in connection with proficiency testing service(s), including but not limited to, providing the service of determining laboratory

performance by means of comparing and evaluating calibrations or tests on the same or similar items or materials in accordance with predetermined conditions; or (f) for research conducted under an agreement wherein a for-profit entity receives rights whether actual or contingent to the results of the research.

(2) The term COMMERCIAL PURPOSES does NOT include the use of MATERIAL, PIP BIOLOGICAL MATERIAL or MODIFICATIONS for research sponsored by a for-profit organization carried out at a non-profit organization and by the non-profit organization's employees or by any organization for a project funded by the U.S. Government through a grant, cooperative agreement or contract, and only for the purpose(s) of and during the term of that funding agreement. In any event, commercial sale of any product or service based on MATERIAL will require a commercial license from the CONTRIBUTOR.

CONTRIBUTOR: Non-commercial organization and/or individual (including ATCC®) providing ORIGINAL MATERIAL to ATCC® for deposit into the IRR.

IRR PRODUCT: Includes MATERIAL, PIP BIOLOGICAL MATERIAL and THIRD PARTY REAGENTS.

MATERIAL: ORIGINAL MATERIAL, PROGENY, and UNMODIFIED DERIVATIVES, excludes PIP BIOLOGICAL MATERIAL which is defined below. Also includes, human clinical specimens not containing PIP BIOLOGICAL MATERIAL, seasonal influenza viruses and other non-infectious reagents.

MODIFICATIONS: Substances created by RECIPIENT which contain/incorporate MATERIAL or PIP BIOLOGICAL MATERIAL. Restrictions on the use of MODIFICATIONS in this agreement pertain to ATCC® - or THIRD PARTY REAGENTS only. MODIFICATIONS to PIP BIOLOGICAL MATERIAL must adhere to the PIP framework (https://www.who.int/publications/i/item/9789241503082).

ORIGINAL MATERIAL: The material provided by CONTRIBUTOR to ATCC® for deposit into the IRR.

ORIGINATING LABORATORY: A National Influenza Centre or other authorized laboratory that initially sends PIP biological materials/clinical specimens to other laboratories within the WHO GISRS and to other recipients. (See PIP Framework Section 4.4). https://www.who.int/publications/i/item/9789241503082.

ORIGINATING MEMBER STATE: The Member State where the PIP biological materials/clinical specimens were first collected. (See PIP Framework Sec. 4.4). https://www.who.int/publications/i/item/9789241503082.

PANDEMIC INFLUENZA PREPAREDNESS BIOLOGICAL MATERIALS OR PIP BIOLOGICAL MATERIALS (PIP BIOLOGICAL MATERIAL) defined in the PIP Framework, Section 4 "includes human clinical specimens, virus isolates of wild type human H5N1 and other influenza viruses with human pandemic potential; and modified viruses prepared from H5N1 and/or other influenza viruses with human pandemic potential developed by WHO GISRS laboratories, these being candidate vaccine viruses generated by reverse genetics and/or high growth re-assortment. Also included in "PIP biological materials" are RNA extracted from wild-type H5N1 and other human influenza viruses with human pandemic potential and cDNA that encompass the entire coding region of one or more viral genes. https://www.who.int/publications/i/item/9789241503082.

PRINCIPAL INVESTIGATOR: RECIPIENT's representative receiving and using MATERIAL and/or PIP BIOLOGICAL MATERIAL.

PRINCIPAL INVESTIGATOR ACKNOWLEDGEMENT OF USER AGREEMENT: Form signed by the PRINCIPAL INVESTIGATOR acknowledging and agreeing to abide by the terms and conditions of this Agreement.

PROGENY: Unmodified descendant from MATERIAL and/or PIP BIOLOGICAL MATERIAL, such as by way of non-limiting example: virus from virus, cell from cell, or microorganism from microorganism.

RECIPIENT: Organization, institution or legal entity receiving any IRR PRODUCT from the IRR through ATCC®.

SELECT AGENT: Specifically regulated pathogens and toxins as defined in 42 C.F.R. Part 73, including pathogens and toxins regulated by both HHS and USDA as announced in the Federal Register, and listed on the HHS Centers for Disease Control and Prevention web-site at www.cdc.gov.

THIRD PARTY REAGENTS: Commercial reagents (consumable and/or non-propagatable items) which are being distributed by IRR at the request of CDC.

TRANSFEREE: An entity receiving any IRR PRODUCT from a RECIPIENT. A Recipient of PIP BIOLOGICAL MATERIALS shall only transfer if the prospective RECIPIENT has concluded an SMTA-2 with the World

Health Organization. (See PIP Framework, Annex 2, Article 4.4). https://www.who.int/publications/i/item/9789241503082.

UNMODIFIED DERIVATIVE: Substance created by RECIPIENT that constitutes an unmodified functional subunit or product not changed in form or character and expressed by ORIGINAL MATERIAL. Such non-limiting examples include: subclones of unmodified cell lines, purified or fractionated subsets of ORIGINAL MATERIAL, proteins expressed by DNA/RNA supplied by CONTRIBUTOR, or monoclonal antibodies secreted by a hybridoma cell line.

RECEIPT; SCOPE OF USE AND TRANSFER

This Agreement is intended to cover IRR PRODUCTS distributed through the IRR to the RECIPIENT and TRANSFEREES. All institutions, organizations, qualified labs and entities shall ensure that handling, storage, use and, when permitted, transfer of MATERIAL, PIP BIOLOGICAL MATERIAL and MODIFICATIONS, shall at all times be in compliance with all relevant national and international laws, rules and regulations, including those relating to biosafety and biosecurity to the full extent that such laws, rules and regulations are applicable to each party concerned.

RECIPIENT agrees not to claim, infer, or imply governmental endorsement of any research project, any institution or personnel conducting any research project or any resulting product(s).

It is the responsibility of the RECIPIENT to obtain any applicable permits for the IRR PRODUCT and provide copies to ATCC® before the IRR PRODUCT will be shipped.

To receive IRR PRODUCTS which contain SELECT AGENTS, RECIPIENT must obtain necessary permits and written proof of approval from HHS (42 C.F.R. 71, 72, 73) or USDA (7 C.F.R. 331, 9 C.F.R. 121 and 122) to possess SELECT AGENTS, copies of which must be provided to ATCC® before MATERIAL and/or PIP BIOLOGICAL MATERIAL will be shipped. RECIPIENT acknowledges that failure to comply with any laws, regulations or other requirements relating to SELECT AGENTS may result in civil and/or criminal penalties. Transfer of SELECT AGENT MATERIAL, PIP BIOLOGICAL MATERIAL and MODIFICATIONS to TRANSFEREES is not permissible except as permitted by the appropriate governmental regulatory agencies or authorities and/or the PIP framework https://www.who.int/publications/i/item/9789241503082.

Recipient agrees that MATERIAL, PIP BIOLOGICAL MATERIAL and MODIFICATIONS will not be used in humans without prior regulatory approval from the appropriate governmental agencies for such use and the PIP framework (https://www.who.int/publications/i/item/9789241503082). Furthermore, if RECIPIENT has received such regulatory approval, RECIPIENT agrees to conduct the clinical research in accordance with all applicable laws and regulations or otherwise in accordance with U.S. Food and Drug Administration (FDA) Good Clinical Practice (International Conference on Harmonization (ICH) E6: “Good Clinical Practice: Consolidated Guideline”; 62 C.F.R. 25, 691 (1997)).

RECIPIENT acknowledges that MATERIALS and PIP BIOLOGICAL MATERIALS designated as biosafety level 2 or 3 constitute known pathogens or toxins and therefore require appropriate facilities for their use. RECIPIENT also acknowledges that other MATERIALS and PIP BIOLOGICAL MATERIALS not so designated and MODIFICATIONS thereof may be pathogenic under certain conditions.

Biosafety recommendations can be found in the Biosafety in Microbiological and Biomedical Laboratories (BMBL) current Edition and available online at https://www.cdc.gov/labs/bmbl/ .

Execution of additional agreements (such as Standard Material Transfer Agreements (SMTA’s)) may be required prior to obtaining PIP BIOLOGICAL MATERIAL. Transfer of non-SELECT AGENT PIP BIOLOGICAL MATERIAL by the RECIPIENT may require the execution of additional agreements (such as MTA’s or an SMTA-2 with the World Health Organization.

MATERIAL CONTRIBUTED BY THE CDC

With respect to MATERIAL for which the CDC is the CONTRIBUTOR (as indicated on the IRR product webpage and/or product information sheet originally accompanying such MATERIAL), CDC requires that such MATERIAL be freely transferable (subject to compliance with U.S export control laws with respect to sanctioned countries). RECIPIENT agrees to provide written notice for the transfer of MATERIALS, and to require that its TRANSFEREES provide written notice, of any such transfer to ATCC® within a reasonable period after such transfer.

RECIPIENT and its TRANSFEREES may use such MATERIAL for research and surveillance purposes in the RECIPIENT's and its TRANSFEREES facility, or as allowed by applicable regulations. RECIPIENT may use FDA cleared *in vitro* diagnostic MATERIAL only for diagnostic and surveillance purposes according to the package insert for the *in vitro* diagnostic device and only in RECIPIENT's facility, unless otherwise notified in advance by CDC.

RECIPIENT may use such MATERIAL for research purposes. However, use of MATERIALS for COMMERCIAL PURPOSES is not permitted unless otherwise agreed to in advance by CDC.

Neither CDC nor ATCC® makes representations that the use of the MATERIAL will not infringe any patent or proprietary rights of CONTRIBUTORS or ORIGINATING LABORATORY or ORIGINATING MEMBER STATE.

On expiration or earlier termination of this Agreement, RECIPIENT agrees that any of such MATERIAL and MODIFICATIONS remaining will be destroyed (unless requested by ATCC® to return such remaining MATERIAL) and to provide written proof thereof to ATCC® no later than thirty (30) days from the date of expiration or termination.

PIP BIOLOGICAL MATERIAL CONTRIBUTED BY THE CDC

PIP BIOLOGICAL MATERIAL for which the CDC is the CONTRIBUTOR but not the ORIGINATING LABORATORY OR COUNTRY (indicated on the IRR product webpage and/or product information sheet originally accompanying such MATERIAL), must adhere to the PIP framework (https://www.who.int/publications/i/item/9789241503082). Use of PIP BIOLOGICAL MATERIAL for COMMERCIAL PURPOSES must adhere to the PIP framework (https://www.who.int/publications/i/item/9789241503082). Transfers of PIP BIOLOGICAL MATERIAL obtained through the IRR must adhere to U.S export control laws with respect to sanctioned countries. Neither CDC nor ATCC® makes representations that the use of the PIP BIOLOGICAL MATERIAL will not infringe any patent or proprietary rights of CONTRIBUTORS, ORIGINATING LABORATORY or ORIGINATING MEMBER STATE.

MATERIAL CONTRIBUTED BY ATCC® AND THIRD PARTIES, NOT TO INCLUDE CDC-CONTRIBUTED MATERIAL

RECIPIENT may not transfer MATERIAL for which ATCC® is the CONTRIBUTOR or THIRD PARTY REAGENTS (as indicated on the certificate of analysis and/or product information sheet originally accompanying such MATERIAL) and MODIFICATIONS therefrom without prior written consent of ATCC® and/or CONTRIBUTOR.

Use of such MATERIAL and MODIFICATIONS therefrom by RECIPIENT is subject to certain restrictions specified in the product information supplied with such MATERIAL. RECIPIENT agrees to use such MATERIAL and MODIFICATIONS only for the purpose specified in the applicable product information document.

RECIPIENT may use such MATERIAL and MODIFICATIONS for research purposes only and not for COMMERCIAL PURPOSES unless otherwise agreed to in advance by ATCC® and/or CONTRIBUTOR, as applicable. Any application for COMMERCIAL PURPOSES may require a license from parties claiming ownership. Neither CDC nor ATCC® nor CONTRIBUTOR makes any representations that the use of the MATERIAL will not infringe any patent or proprietary rights of CONTRIBUTORS.

On expiration or earlier termination of this Agreement, RECIPIENT agrees that any of such MATERIAL and MODIFICATIONS remaining will be destroyed (unless requested by ATCC® to return such remaining MATERIAL) and to provide written proof thereof to ATCC® no later than thirty (30) days from the date of expiration or termination.

INVENTIONS AND PATENTS

No RECIPIENT or TRANSFEREE shall seek intellectual property rights on IRR PRODUCTS, including PIP BIOLOGICAL MATERIALS. This provision does not prohibit the filing of patent application(s) claiming inventions made by RECIPIENT through the use of MATERIAL, PIP BIOLOGICAL MATERIAL, MODIFICATIONS or THIRD PARTY REAGENTS, **provided that no patent applications shall be made on PIP Biological Materials.**

TRADEMARKS

Nothing in this Agreement shall be construed to grant any license or use rights with respect to ATCC®'s rights, title and interests in and to trademarks registered or owned by ATCC® or the U.S. Government or any and all ATCC® catalog numbers or ATCC®-specific designations of biological materials sold by ATCC®.

CONFIDENTIALITY; PUBLICATIONS

RECIPIENT agrees to treat in confidence any of ATCC®'s, the IRR's or CONTRIBUTOR's information about MATERIAL that is by its nature reasonably expected to be confidential or proprietary, except for information that (i) was previously known to RECIPIENT, (ii) that is or becomes publicly available other than as a result of a breach of a confidentiality obligation, (iii) that is independently developed by RECIPIENT without the aid or benefit of such disclosed information, or (iv) that is required to be disclosed by a court of competent jurisdiction.

RECIPIENT may publish or otherwise publicly disclose the results of the work with MATERIAL or MODIFICATIONS but if RECIPIENT received confidential information from CDC, ATCC® or CONTRIBUTOR, then only after the source of the confidential information has had ninety (90) days to review the proposed disclosure to determine whether it includes any Confidential information, except when a shortened time period under court order of the Freedom of Information Act, 5 U.S.C.§ 552, pertains. RECIPIENT agrees to provide a reference of all publications relating to ORIGINAL MATERIAL and MODIFICATIONS to the IRR.

Acknowledgment of the use of PIP BIOLOGICAL MATERIAL should adhere to the PIP framework (https://www.who.int/publications/i/item/9789241503082). RECIPIENT agrees that ATCC® may inform CONTRIBUTOR of RECIPIENT'S identity if required to do so by law, by CONTRIBUTOR, or if MATERIAL or PIP BIOLOGICAL MATERIAL is subject to an issued patent.

WARRANTY; WARRANTY DISCLAIMER

Any expiration date specified on shipment documentation for MATERIAL and PIP BIOLOGICAL MATERIAL states the expected remaining useful life, but does not constitute a warranty or extend any applicable warranty period. MATERIAL and PIP BIOLOGICAL MATERIAL and any technical information and assistance provided by ATCC® are provided "as is", without warranties of any kind, express or implied, including, but not limited to any implied warranties of merchantability, fitness for a particular purpose, typicality, safety, accuracy and non-infringement.

SAFETY; COMPLIANCE WITH LAWS

Except to the extent prohibited by law, RECIPIENT assumes all risks and responsibility in connection with RECIPIENT's (or its TRANSFEREES, if permitted) receipt, handling, storage, disposal, internal transfer and use of MATERIAL, PIP BIOLOGICAL MATERIAL and MODIFICATIONS including without limitation taking all appropriate safety and handling precautions to minimize health or environmental risk, as well as for any adverse events resulting from RECIPIENT's (or its TRANSFEREES) violation of the security requirements or unauthorized dissemination of MATERIAL, PIP BIOLOGICAL MATERIAL and MODIFICATIONS. RECIPIENT is solely responsible for its and its TRANSFEREES compliance with all applicable foreign and domestic, federal, state and local statutes, ordinances, regulations and guidelines, including U.S. export control laws in regards to U.S. sanctioned countries.

RECIPIENT hereby certifies that RECIPIENT shall (1) ensure that only qualified personnel work with MATERIAL, PIP BIOLOGICAL MATERIAL and MODIFICATIONS in proper facilities; (2) provide sufficient internal security to assure access to MATERIAL, PIP BIOLOGICAL MATERIAL and MODIFICATIONS only by those individuals authorized to work with them; (3) not transfer, export, resell, or otherwise dispose of any MATERIAL, PIP BIOLOGICAL MATERIAL

or MODIFICATIONS to any TRANSFEREE under any circumstances unless permitted by CDC and/or the PIP framework (https://www.who.int/publications/i/item/9789241503082), or as explicitly provided for within this Agreement; (4) ensure that there is compliance with all domestic and international regulations impacting the transfer of the MATERIALS and PIP BIOLOGICAL MATERIAL including with respect to sanctioned countries under U.S. export control laws; (5) ensure that there is compliance with the PIP framework (https://www.who.int/publications/i/item/9789241503082) for any transfers of PIP BIOLOGICAL MATERIAL; (6) not permit access to MATERIAL, PIP BIOLOGICAL MATERIAL or MODIFICATIONS by foreign entities or individuals when to do so would be in violation of export control laws; (7) comply with all applicable federal, state, or local laws and regulations pertaining to MATERIAL, PIP BIOLOGICAL MATERIAL or MODIFICATIONS or their handling, storage, use, transportation; and (8) with respect to ATCC® - contributed MATERIAL or MODIFICATIONS (but not CDC contributed MATERIAL, PIP BIOLOGICAL MATERIAL or MODIFICATIONS), unless
requested otherwise by ATCC®, destroy all MATERIAL and MODIFICATIONS according to accepted practices for destruction of biohazardous material upon completion of work or expiration or termination of this Agreement, which ever occurs first.

INDEMNIFICATION

RECIPIENT assumes all liability for damages that may arise from RECIPIENT's (and its TRANSFEREES) use, storage, transfer, release or disposal of MATERIAL, PIP BIOLOGICAL MATERIAL and MODIFICATIONS. To the extent permitted under applicable law, RECIPIENT agrees that it will indemnify and hold harmless the U.S. Government, ATCC®, their suppliers and CONTRIBUTORS from any claims, costs, damages, or expenses arising out of or related to this Agreement or the MATERIAL, PIP BIOLOGICAL MATERIAL or MODIFICATIONS.

LIMITATION OF LIABILITY

In no event will ATCC®, the U.S. government or contributors be liable for any special, incidental or consequential damages of any kind in connection with or arising out of this agreement, MATERIAL, PIP BIOLOGICAL MATERIAL and MODIFICATIONS (whether in contract, tort, negligence, strict liability, statute or otherwise) even if such entity has been advised of the possibility of such damages.

RECIPIENT agrees that the limitations of liability set forth in this Agreement shall apply even if a limited remedy provided hereunder fails of its essential purpose.

SHIPPING

IRR PRODUCTS will be packaged and shipped in accordance with applicable laws and regulations governing transport of biological products. RECIPIENT is responsible for ensuring that all permits required for RECIPIENT to receive its order are obtained and that sufficient proof of such permits is provided to ATCC®. ATCC® will notify RECIPIENT when orders are submitted without the necessary permits, and RECIPIENT will have a six (6) month period after such notification to supply proof of the necessary permit(s) before an order will be cancelled. Each IRR PRODUCT is shipped Free On Board (FOB) point of shipment, via carrier of ATCC®'s choice or recommendation of RECIPIENT upon approval by CDC.

RECIPIENT agrees that PRINCIPAL INVESTIGATOR shall (i) have executed and returned a PRINCIPAL INVESTIGATOR ACKNOWLEDGEMENT OF USER AGREEMENT to ATCC®, and (ii) shall inform ATCC® in writing of the date of receipt within five (5) working days of receiving an IRR PRODUCT undamaged or within twenty-four (24) hours of receipt or expected receipt if an IRR PRODUCT is damaged or lost. If an IRR PRODUCT is damaged or lost during shipment, ATCC® will replace such IRR PRODUCT, provided RECIPIENT has reported lost or damaged shipments to the applicable carrier and notified the IRR Customer Service Department (contact@internationalreagentresource.org)

DURATION OF AGREEMENT

This Agreement will be effective in perpetuity after the date of the last signature below unless and until terminated by ATCC®. RECIPIENT understands that ATCC® may terminate this Agreement at any time with written notice to RECIPIENT and that certain provisions may survive such termination as provided by ATCC®. Alternatively, the

RECIPIENT may at any time terminate the User Agreement (other than with respect to any RECIPIENT or TRANSFEREE obligations that survive termination), and must destroy all ATCC® MATERIAL or THIRD PARTY REAGENTS.

MISCELLANEOUS

RECIPIENT may not assign or otherwise transfer this Agreement or any rights or obligations under this Agreement, whether by operation of law or otherwise. Any attempted assignment or transfer will be void and of no force or effect. This IRR User Agreement and all documents incorporated herein by reference constitute the entire agreement between ATCC® and RECIPIENT with respect to MATERIAL, PIP BIOLOGICAL MATERIAL and MODIFICATIONS and supersede all previous agreements or representations.

RECIPIENT agrees to comply with any additional requirements of the CONTRIBUTOR as specified for MATERIAL, PIP BIOLOGICAL MATERIAL and/or MODIFICATIONS in the IRR web catalog.

SIGNATURES ON NEXT PAGE

THE UNDERSIGNED SIGNATORY OF RECIPIENT CERTIFIES THAT HE OR SHE HAS THE AUTHORITY TO MAKE THE ABOVE CERTIFICATIONS AND REPRESENTATIONS ON BEHALF OF RECIPIENT AND FURTHER WARRANTS THAT HE OR SHE IS LEGALLY AUTHORIZED TO ENTER INTO THIS BINDING AGREEMENT ON BEHALF OF RECIPIENT.

READ AND UNDERSTOOD BY DULY AUTHORIZED SIGNATORY FOR RECIPIENT

DULY AUTHORIZED SIGNATORY FOR RECIPIENT

Printed Name_____ Position Description _____

Phone Number _____ Email _____

Institution/Entity_____

Address _____

Signature_____ Date _____

FOR CDC-IRR

BY ATCC®, IN ITS CAPACITY AS MANAGER OF THE CDC-IRR

Signature_____

Printed Name_____

Title_____

Date_____

The completed and signed User Agreement can be sent via email, fax or postal mail. Please send documents to:

Email: contact@internationalreagentresource.org

Fax: (703) 334-2945

IRR
Attn: Customer Service
American Type Culture Collection
10801 University Blvd.
Manassas, VA 20110-2209 USA

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TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 25
Department: Public Health	**Prepared By:** Gary Collins, Contract Specialist	**Approved By:** Amanda Campbell

SUBJECT:

Consideration of Amendment No. 1 to the Public Health Infrastructure Grant/Laboratory Response Network Contract with the Texas Department of State Health Services to Enhance the Laboratory Management Information System Infrastructure and Data Exchange Capabilities

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 1 to the Public Health Infrastructure Grant/Laboratory Response Network (PHIG/LRN) Contract, #HHS001593800005, with the Texas Department of State Health Services (DSHS) to enhance Laboratory Management Information System (LIMS) infrastructure and data exchange capabilities in Fiscal Years 2025 – 2027.

BACKGROUND

The North Texas Regional Laboratory (NTRL) at Tarrant County Public Health (TCPH) went live with a Laboratory Information Management System (LIMS) in May of 2019. The current system is called Clinisys Laboratory Solutions (CLS). The system has allowed the laboratory to gain workflow efficiencies and build the foundations for electronic data exchange to report results to submitters, share data internally at TCPH, and with public health partners such as DSHS and the Centers for Disease Control and Prevention (CDC).

This funding opportunity required the preparation of an implementation plan, which included professional services for improving electronic data exchange capabilities. NTRL will increase the number of Electronic Laboratory Reports (ELRs) that are sent to DSHS for notifiable conditions. The same electronic information can also be shared internally to TCPH. Other areas of development will include improvements to existing instrument interfaces as needed and the addition of new ones. Further, the LIMS must be interfaced with the TCPH clinical Electronic Health Records System (EHR) to shorten testing and reporting turnaround times.

On February 4, 2025, the Commissioners Court, through Court Order # 144688, approved submission of a proposed budget and implementation plan for the FY 2025-2027 PHIG/LRN Grant Application to the DSHS for grant funding in the amount of $250,000.00 to enhance the NTRL LIMS infrastructure and data exchange capabilities.

On July 1, 2025, the Commissioners Court, through Court Order # 145414, approved the PHIG/LRN grant agreement for TCPH to receive a total of $250,000.00 in federal funding to support enhancements and expansion of LIMS capabilities. The term of the grant agreement is July 1, 2025, through November 30, 2027.

With approval of Amendment No. 1 to the PHIG LRN Grant Agreement, no additional federal funding is being awarded. TCPH will continue to utilize the existing total award of $250,000.00 to support enhancements and expansion of its Laboratory Information Management System (LIMS) capabilities. Unspent funds from Grant Year 1 have been reallocated to Grant Years 2 and 3 to support project activities. The grant term remains unchanged and continues to run from July 1, 2025, through November 30, 2027. The changes made through this amendment are limited to the reallocation of previously awarded funds, updates to the Scope of Work, revisions to the Budget, and updates to the Contract Affirmations.

The Criminal District Attorney's Office has approved this contract as to form.

FISCAL IMPACT

The existing grant funding remains $250,000.00
This grant does not require a grant match.
Indirect cost is allowed and has been added to the budget.
There is no operating subsidy for this grant.
All associated costs to be paid from Grant-2004 / F0099-2026 / DSHS-Public Health Infrastructure Grant / 5100501000 Health Lab Admin and [F0099-2027 Grant-2004 / F0099-2026 / DSHS-Public Health Infrastructure Grant / 5100501000 Health Lab Admin].

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Contract_F0099-2026_2027_HHS001593800005_LRN_Tarrant.pdf

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DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS001593800005
AMENDMENT NO. 1

The **DEPARTMENT OF STATE HEALTH SERVICES** and **TARRANT COUNTY** ("Contractor or whatever they are referred to as in the original contract"), who are collectively referred to herein as the "Parties," to that certain Public Health Infrastructure Grant Contract effective July 15, 2025 and denominated DSHS Contract No. HHS001593800005 "Contract", now desire to amend the Contract.

WHEREAS, the Parties desire to revise the Scope of Work, Budget, and update the Affirmations.

NOW, THEREFORE, the Parties hereby amend and modify the Contract as follows:

1. **ATTACHMENT A** of the Contract**, FY25 STATEMENT OF WORK** is hereby deleted in its entirety and replaced with **ATTACHMENT A-1 FY26 STATEMENT OF WORK.**

2. **ATTACHMENT B** of the Contract, **BUDGET** is hereby deleted in its entirety and replaced with **ATTACHMENT B-1 REVISED BUDGET**.

3. **ATTACHMENT C** of the contract, **CONTRACT AFFIRMATIONS (V. 2.5)** is hereby deleted in its entirety and replaced with **ATTACHMENT C-1, CONTRACT AFFIRMATIONS (V. 2.8).**

4. This Amendment No. 1 shall be effective as of the date last signed below.

5. Except as amended and modified by this Amendment No. 1, all terms and conditions of the Contract, as amended, shall remain in full force and effect.

6. Any further revisions to the Contract shall be by written agreement of the Parties.

SIGNATURE PAGE FOLLOWS

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SIGNATURE PAGE FOR AMENDMENT NO. 1
DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS001539800005

DEPARTMENT OF STATE HEALTH SERVICES	**TARRANT COUNTY**
_____	By: See Separate Electronic Signature Page
	Name: Tim O'Hare
	Title: County Judge
Date of Execution: _____	Date of Execution: _____

THE FOLLOWING ATTACHMENTS ARE ATTACHED AND INCORPORATED AS PART OF THE CONTRACT:

ATTACHMENT A-1 REVISED STATEMENT OF WORK
ATTACHMENT B-1 REVISED BUDGET
ATTACHMENT C-1 CONTRACT AFFIRMATIONS (V. 2.8)

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ATTACHMENT A-1
FY2026 STATEMENT OF WORK

I. GRANTEE RESPONSIBILITIES

Grantee will:

A. Enhance and expand Laboratory Information Management System ("LIMS") infrastructure, to improve jurisdictional visibility on laboratory data (tests performed and results) and enable faster and more complete data exchange and reporting with System Agency through the Texas instance of the National Electronic Disease Surveillance System ("NEDSS") or to the Centers for Disease Control and Prevention ("CDC").

1. Employ a well-functioning LIMS to support efficient data flows within the public health laboratory and its partners. This includes modifying existing capacity of the current LIMS to improve data exchange and increase data flows through LIMS maintenance, new configurations/modules, and enhancements. Implement new/replacement LIMS where needed.
2. Interface diagnostic equipment to directly report laboratory results into LIMS.

B. Develop and submit an implementation plan, including appropriate milestones and timeline to completion, for System Agency review and approval prior to the start of implementation.

C. Submit Quarterly Programmatic Reports in a format specified by System Agency to your assigned contract manger, on the due dates listed in the table below.

Quarterly Programmatic Reports	Quarter	Report Due Date
Quarterly Progress Report	1	June 15, 2025
Quarterly Progress Report	2	September 15, 2025
Quarterly Progress Report	3	December 15, 2025
Quarterly Progress Report	4	March 15, 2026
Quarterly Progress Report	5	June 15, 2026
Quarterly Progress Report	6	September 15, 2026
Quarterly Progress Report	7	December 15, 2026
Quarterly Progress Report	8	March 15, 2027
Quarterly Progress Report	9	June 15, 2027
Quarterly Progress Report	10	September 15, 2027
Quarterly Progress Report	11	December 15, 2027

Grantee will provide System Agency other reports, including financial reports, and any other reports that System Agency determines necessary to accomplish the objectives of this Contract and to monitor compliance.

D. Submit an End-of-Contract Performance Report in a format specified by System Agency to your assigned contract manger, on the due dates listed in the table below.

End-of-Contract Performance Report	Report Due Date
End-of-Contract Performance Report	December 15, 2027

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E. Comply with all applicable regulations, standards, and guidelines in effect on the beginning date of this Contract and as may be amended throughout the Grant Agreement term.

F. Maintain an inventory of equipment, supplies defined as controlled assets, and real property that were purchased with grant funds. Grantee shall submit an annual cumulative report of the equipment, controlled assets and other property on HHS System Agency Grantee's Property Inventory Report form to the assigned System Agency Contract Manager by email not later than October 15 of each year. Controlled assets include firearms, regardless of the acquisition cost, and the following assets with an acquisition cost of $500 or more, but less than $10,000: desktop and laptop computers (including notebooks, tablets and similar devices), non-portable printers and copiers, emergency management equipment, communication devices and systems, medical and laboratory equipment, and media equipment. Controlled assets are considered supplies. Equipment includes tangible nonexpendable personal property with an acquisition cost of $10,000 or more and a useful life of more than one year.

G. For budget transfers, submit a revised Categorical Budget Form to the System Agency Contract Manager, highlighting the areas affected.

Transferring funds between budget categories, other than the equipment and indirect cost categories, is allowable, but requires prior approval by System Agency and cannot exceed 25% of the total annual Contract value for each period ending on November 30. If the budget transfer(s) exceeds 25% of the total annual Contract value for a Contract period ending on November 30, alone or cumulatively, a Contract amendment is required.

After review, the System Agency Contract Manager shall provide notification of acceptance or disallowance to Grantee via email. If approved, the revised budget shall be deemed incorporated into the Contract.

II. PERFORMANCE MEASURES

A. System Agency will monitor the Grantee's compliance with the requirements in this Contract and failure to meet these requirements may result in withholding a portion of the award.

B. Grantee must demonstrate adherence to reporting deadlines and the capability to submit laboratory information and results to the Texas instance of the National Electronic Disease Surveillance System. The initial reporting requirements and due dates are subject to change as System Agency and CDC may modify requirements and due dates.

III. INVOICE AND PAYMENT

A. Grantee shall request payments monthly using the State of Texas Purchase Voucher (Form B-13). Invoices and supporting documentation must be submitted monthly to prevent delays in subsequent months. Grantees that do not incur expenses within a month are

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required to submit a "zero dollar" invoice on a monthly basis. Grantee must submit a final close-out invoice. Invoices received more than thirty (30) days after each fiscal year are subject to denial of payment.

B. Grantee shall submit a **Financial Status Report (FSR)** twice per fiscal year. The first FSR (for the period of execution through May 31, 2025) is due by June 30, 2025. The second FSR (for the period June 1, 2025 through November 30, 2025) is due by December 31, 2025. The third FSR (for the period of December 1,2025 through May 31, 2026) is due by June 30, 2026. The fourth FSR (for the period July 1, 2026 through November 30, 2026) is due by December 31, 2026. The fifth FSR (for the period of December 1,2026 through May 31, 2027) is due by June 30, 2027. The sixth and final FSR (for the period July 1, 2027 through November 30, 2027 is due by December 30, 2027

C. All reporting documents must be submitted by e-mail, fax, or mail. E-mail is preferred, but fax or mail are acceptable.

1. For submission by mail, use address below:
   Department of State Health Services
   Claims Processing Unit
   P.O. Box 149347
   Austin, TX 78714-9347

2. For submission by fax, use number below:
   (512) 458-7442

3. For submission by e-mail, see requirements below:

   a. **Form B-13** with supporting documentation must be sent to invoices@dshs.texas.gov & CMSInvoices@dshs.texas.gov, with a copy to the System Agency contract manager.
   b. **FSR** must be sent to: invoices@dshs.texas.gov; FSRGrants@dshs.texas.gov, and with a copy to the System Agency contract manager.

D. Grantee will be reimbursed on a monthly basis in accordance with the Budget in **Attachment B** of this Contract.

E. System Agency reserves the right, where allowed by legal authority, to redirect funds in the event of financial shortfalls. System Agency will monitor Grantee's expenditures on a biannual basis. If expenditures are below that projected in Grantee's total Contract amount, Grantee's budget may be subject to a decrease for the remainder of the term of the Contract. Vacant positions existing after ninety (90) days may result in a decrease in funds. Grantee must report position vacancies to their assigned Contract Manager each month until the position is filled.

F. Grantee may request a one-time working capital advance not to exceed twelve percent (12%) of the total amount of the Contract funded by System Agency. All advances must

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be expended by the end of the Contract term. Advances not expended by the end of the Contract term must be refunded to System Agency. Grantee will repay all or part of advance funds at any time during the Contract's term. However, if the advance has not been repaid prior to the last three months of the Contract term, the Grantee must deduct at least one-third of the remaining advance from each of the last three months' reimbursement requests. If the advance is not repaid prior to the last three months of the Contract term, System Agency will reduce the reimbursement request by one-third of the remaining balance of the advance.

G. For the purposes of this Contract, the Grantee may not use funds for fundraising activities, lobbying, research, construction, major renovations and reimbursement of pre-award costs, clinical care, purchase of vehicles of any kind, funding an award to another party or provider who is ineligible, backfilling costs for staff or the purchase of incentive items.

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ATTACHMENT B-1
REVISEDBUDGET
SUMMARY

Budget Categories	DSHS Funding Year 1 (Execution thru 11/30/2025)	DSHS Funding Year 2 (12/1/2025 thru 11/30/2026)	DSHS Funding Year 3 (12/1/2026 thru 11/30/2027)	Summary
Personnel	$0.00	$0.00	$0.00	$0.00
Fringe Benefits	$0.00	$0.00	$0.00	$0.00
Travel	$0.00	$2,500.00	$2,900.00	$5,400.00
Equipment	$0.00	$0.00	$0.00	$0.00
Supplies	$0.00	$8,400.00	$0.00	$8,400.00
Contractual	$2,050.00	$103,350.00	$121,301.00	$226,701.00
Other	$0.00	$4,500.00	$1,960.00	$6,460.00
Total Direct Costs	$2,050.00	$118,750.00	$126,161.00	$246,961.00
Indirect Costs	$0.00	$2,310.00	$729.00	$3,039.00
Total Sum of Direct and Indirect Costs	**$2,050.00**	**$121,060.00**	**$126,890.00**	**$250,000.00**

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HEALTH AND HUMAN SERVICES
Contract Number HHS001593800005

Attachment C-1 CONTRACT AFFIRMATIONS

For purposes of these Contract Affirmations, HHS includes both the Health and Human Services Commission (HHSC) and the Department of State Health Services (DSHS). System Agency refers to HHSC, DSHS, or both, that will be a party to this Contract. These Contract Affirmations apply to all Contractors and Grantees (referred to as "Contractor") regardless of their business form (e.g., individual, partnership, corporation).

By entering into this Contract, Contractor affirms, without exception, understands, and agrees to comply with the following items through the life of the Contract:

1. Contractor represents and warrants that these Contract Affirmations apply to Contractor and all of Contractor's principals, officers, directors, shareholders, partners, owners, agents, employees, subcontractors, independent contractors, and any other representatives who may provide services under, who have a financial interest in, or otherwise are interested in this Contract and any related Solicitation.

2. Complete and Accurate Information

Contractor represents and warrants that all statements and information provided to HHS are current, complete, and accurate. This includes all statements and information in this Contract and any related Solicitation Response.

3. Public Information Act

Contractor understands that HHS will comply with the Texas Public Information Act (Chapter 552 of the Texas Government Code) as interpreted by judicial rulings and opinions of the Attorney General of the State of Texas. Information, documentation, and other material prepared and submitted in connection with this Contract or any related Solicitation may be subject to public disclosure pursuant to the Texas Public Information Act. In accordance with Section 2252.907 of the Texas Government Code, Contractor is required to make any information created or exchanged with the State pursuant to the Contract, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.

4. Contracting Information Requirements

Contractor represents and warrants that it will comply with the requirements of Section 552.372(a) of the Texas Government Code. Except as provided by Section 552.374(c) of the Texas Government Code, the requirements of Subchapter J (Additional Provisions Related to Contracting Information), Chapter 552 of the Government Code, may apply to the Contract and the Contractor agrees that the Contract can be terminated if the Contractor knowingly or intentionally fails to comply with a requirement of that subchapter.

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5. Assignment

A. Contractor shall not assign its rights under the Contract or delegate the performance of its duties under the Contract without prior written approval from System Agency. Any attempted assignment in violation of this provision is void and without effect.

B. Contractor understands and agrees the System Agency may in one or more transactions assign, pledge, or transfer the Contract. Upon receipt of System Agency's notice of assignment, pledge, or transfer, Contractor shall cooperate with System Agency in giving effect to such assignment, pledge, or transfer, at no cost to System Agency or to the recipient entity.

6. Terms and Conditions

Contractor accepts the Solicitation terms and conditions unless specifically noted by exceptions advanced in the form and manner directed in the Solicitation, if any, under which this Contract was awarded. Contractor agrees that all exceptions to the Solicitation, as well as terms and conditions advanced by Contractor that differ in any manner from HHS' terms and conditions, if any, are rejected unless expressly accepted by System Agency in writing.

7. HHS Right to Use

Contractor agrees that HHS has the right to use, produce, and distribute copies of and to disclose to HHS employees, agents, and contractors and other governmental entities all or part of this Contract or any related Solicitation Response as HHS deems necessary to complete the procurement process or comply with state or federal laws.

8. Release from Liability

Contractor generally releases from liability and waives all claims against any party providing information about the Contractor at the request of System Agency.

9. Dealings with Public Servants

Contractor has not given, has not offered to give, and does not intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this Contract or any related Solicitation, or related Solicitation Response.

10. Financial Participation Prohibited

Under Section 2155.004, Texas Government Code (relating to financial participation in preparing solicitations), Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

11. Prior Disaster Relief Contract Violation

Under Sections 2155.006 and 2261.053 of the Texas Government Code (relating to convictions and penalties regarding Hurricane Rita, Hurricane Katrina, and other disasters), the Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract

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and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

12. Child Support Obligation

Under Section 231.006(d) of the Texas Family Code regarding child support, Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive the specified payment and acknowledges that the Contract may be terminated and payment may be withheld if this certification is inaccurate. If the certification is shown to be false, Contractor may be liable for additional costs and damages set out in 231.006(f).

13. Suspension and Debarment

Contractor certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the *State of Texas Debarred Vendor List* maintained by the Texas Comptroller of Public Accounts and the *System for Award Management (SAM*) maintained by the General Services Administration. This certification is made pursuant to the regulations implementing Executive Order 12549 and Executive Order 12689, Debarment and Suspension, 2 C.F.R. Part 376, and any relevant regulations promulgated by the Department or Agency funding this project. This provision shall be included in its entirety in Contractor's subcontracts, if any, if payment in whole or in part is from federal funds.

14. Excluded Parties

Contractor certifies that it is not listed in the prohibited vendors list authorized by Executive Order 13224, *"Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism,"* published by the United States Department of the Treasury, Office of Foreign Assets Control.'

15. Foreign Terrorist Organizations

Contractor represents and warrants that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization, as prohibited by Section 2252.152 of the Texas Government Code.

16. Executive Head of a State Agency

In accordance with Section 669.003 of the Texas Government Code, relating to contracting with the executive head of a state agency, Contractor certifies that it is not (1) the executive head of an HHS agency, (2) a person who at any time during the four years before the date of this Contract was the executive head of an HHS agency, or (3) a person who employs a current or former executive head of an HHS agency.

17. Human Trafficking Prohibition

Under Section 2155.0061 of the Texas Government Code, Contractor certifies that the individual or business entity named in this Contract is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

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18. Franchise Tax Status

Contractor represents and warrants that it is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171 of the Texas Tax Code.

19. Debts and Delinquencies

Contractor agrees that any payments due under this Contract shall be applied towards any debt or delinquency that is owed to the State of Texas.

20. Lobbying Prohibition

Contractor represents and warrants that payments to Contractor and Contractor's receipt of appropriated or other funds under this Contract or any related Solicitation are not prohibited by Sections 556.005, 556.0055, or 556.008 of the Texas Government Code (relating to use of appropriated money or state funds to employ or pay lobbyists, lobbying expenses, or influence legislation).

21. Buy Texas

Contractor agrees to comply with Section 2155.4441 of the Texas Government Code, requiring the purchase of products and materials produced in the State of Texas in performing service contracts.

22. Disaster Recovery Plan

Contractor agrees that upon request of System Agency, Contractor shall provide copies of its most recent business continuity and disaster recovery plans.

23. Computer Equipment Recycling Program

If this Contract is for the purchase or lease of computer equipment, then Contractor certifies that it is in compliance with Subchapter Y, Chapter 361 of the Texas Health and Safety Code related to the Computer Equipment Recycling Program and the Texas Commission on Environmental Quality rules in 30 TAC Chapter 328.

24. Television Equipment Recycling Program

If this Contract is for the purchase or lease of covered television equipment, then Contractor certifies that it is compliance with Subchapter Z, Chapter 361 of the Texas Health and Safety Code related to the Television Equipment Recycling Program.

25. Cybersecurity Training

A. Contractor represents and warrants that it will comply with the requirements of Section 2063.104 of the Texas Government Code relating to cybersecurity training and required verification of completion of the training program.

B. Contractor represents and warrants that if Contractor or Subcontractors, officers, or employees of Contractor have access to any state computer system or database, the Contractor, Subcontractors, officers, and employees of Contractor shall complete cybersecurity training pursuant to and in accordance with Government Code, Section 2063.104.

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26. Restricted Employment for Certain State Personnel

Contractor acknowledges that, pursuant to Section 572.069 of the Texas Government Code, a former state officer or employee of a state agency who during the period of state service or employment participated on behalf of a state agency in a procurement or contract negotiation involving Contractor may not accept employment from Contractor before the second anniversary of the date the Contract is signed or the procurement is terminated or withdrawn.

27. No Conflicts of Interest

A. Contractor represents and warrants that it has no actual or potential conflicts of interest in providing the requested goods or services to System Agency under this Contract or any related Solicitation and that Contractor's provision of the requested goods and/or services under this Contract and any related Solicitation will not constitute an actual or potential conflict of interest or reasonably create an appearance of impropriety.

B. Contractor agrees that, if after execution of the Contract, Contractor discovers or is made aware of a Conflict of Interest, Contractor will immediately and fully disclose such interest in writing to System Agency. In addition, Contractor will promptly and fully disclose any relationship that might be perceived or represented as a conflict after its discovery by Contractor or by System Agency as a potential conflict. System Agency reserves the right to make a final determination regarding the existence of Conflicts of Interest, and Contractor agrees to abide by System Agency's decision.

28. Fraud, Waste, and Abuse

Contractor understands that HHS does not tolerate any type of fraud, waste, or abuse. Violations of law, agency policies, or standards of ethical conduct will be investigated, and appropriate actions will be taken. Pursuant to Texas Government Code, Section 321.022, if the administrative head of a department or entity that is subject to audit by the state auditor has reasonable cause to believe that money received from the state by the department or entity or by a client or contractor of the department or entity may have been lost, misappropriated, or misused, or that other fraudulent or unlawful conduct has occurred in relation to the operation of the department or entity, the administrative head shall report the reason and basis for the belief to the Texas State Auditor's Office (SAO). All employees or contractors who have reasonable cause to believe that fraud, waste, or abuse has occurred (including misconduct by any HHS employee, Grantee officer, agent, employee, or subcontractor that would constitute fraud, waste, or abuse) are required to immediately report the questioned activity to the Health and Human Services Commission's Office of Inspector General. Contractor agrees to comply with all applicable laws, rules, regulations, and System Agency policies regarding fraud, waste, and abuse including, but not limited to, HHS Circular C-027.

A report to the SAO must be made through one of the following avenues:

- SAO Toll Free Hotline: 1-800-TX-AUDIT
- SAO website: http://sao.fraud.state.tx.us/

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All reports made to the OIG must be made through one of the following avenues:

- OIG Toll Free Hotline 1-800-436-6184
- OIG Website: ReportTexasFraud.com
- Internal Affairs Email: InternalAffairsReferral@hhsc.state.tx.us
- OIG Hotline Email: OIGFraudHotline@hhsc.state.tx.us.
- OIG Mailing Address: Office of Inspector General
  Attn: Fraud Hotline
  MC 1300
  P.O. Box 85200
  Austin, Texas 78708-5200

29. Antitrust

The undersigned affirms under penalty of perjury of the laws of the State of Texas that:

A. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

B. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any federal antitrust law; and

C. neither I nor any representative of the Contractor has directly or indirectly communicated any of the contents of this Contract and any related Solicitation Response to a competitor of the Contractor or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Contractor.

30. Legal and Regulatory Actions

Contractor represents and warrants that it is not aware of and has received no notice of any court or governmental agency proceeding, investigation, or other action pending or threatened against Contractor or any of the individuals or entities included in numbered paragraph 1 of these Contract Affirmations within the five (5) calendar years immediately preceding execution of this Contract or the submission of any related Solicitation Response that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. If Contractor is unable to make the preceding representation and warranty, then Contractor instead represents and warrants that it has provided to System Agency a complete, detailed disclosure of any such court or governmental agency proceeding, investigation, or other action that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. In addition, Contractor acknowledges this is a continuing disclosure requirement. Contractor represents and warrants that Contractor shall notify System Agency in writing within five (5) business days of any changes to the representations or warranties in this clause and understands that failure to so timely update System Agency shall constitute breach of contract and may result in immediate contract termination.

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31. No Felony Criminal Convictions

Contractor represents that neither Contractor nor any of its employees, agents, or representatives, including any subcontractors and employees, agents, or representative of such subcontractors, have been convicted of a felony criminal offense or that if such a conviction has occurred Contractor has fully advised System Agency in writing of the facts and circumstances surrounding the convictions.

32. Unfair Business Practices

Contractor represents and warrants that it has not been the subject of allegations of Deceptive Trade Practices violations under Chapter 17 of the Texas Business and Commerce Code, or allegations of any unfair business practice in any administrative hearing or court suit and that Contractor has not been found to be liable for such practices in such proceedings. Contractor certifies that it has no officers who have served as officers of other entities who have been the subject of allegations of Deceptive Trade Practices violations or allegations of any unfair business practices in an administrative hearing or court suit and that such officers have not been found to be liable for such practices in such proceedings**.**

33. Entities that Boycott Israel

Contractor represents and warrants that (1) it does not, and shall not for the duration of the Contract, boycott Israel or (2) the verification required by Section 2271.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

34. E-Verify

Contractor certifies that for contracts for services, Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system during the term of this Contract to determine the eligibility of:

1. all persons employed by Contractor to perform duties within Texas; and
2. all persons, including subcontractors, assigned by Contractor to perform work pursuant to this Contract within the United States of America.

35. Former Agency Employees – Certain Contracts

If this Contract is an employment contract, a professional services contract under Chapter 2254 of the Texas Government Code, or a consulting services contract under Chapter 2254 of the Texas Government Code, in accordance with Section 2252.901 of the Texas Government Code, Contractor represents and warrants that neither Contractor nor any of Contractor's employees including, but not limited to, those authorized to provide services under the Contract, were former employees of an HHS Agency during the twelve (12) month period immediately prior to the date of the execution of the Contract.

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36. Disclosure of Prior State Employment – Consulting Services

If this Contract is for consulting services,

A. In accordance with Section 2254.033 of the Texas Government Code, a Contractor providing consulting services who has been employed by, or employs an individual who has been employed by, System Agency or another State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services must disclose the following information in its offer to provide services. Contractor hereby certifies that this information was provided and remains true, correct, and complete:

   1. Name of individual(s) (Contractor or employee(s));
   2. Status;
   3. The nature of the previous employment with HHSC or the other State of Texas agency;
   4. The date the employment was terminated and the reason for the termination; and
   5. The annual rate of compensation for the employment at the time of its termination.

B. If no information was provided in response to Section A above, Contractor certifies that neither Contractor nor any individual employed by Contractor was employed by System Agency or any other State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services.

37. Abortion Funding Limitation

Contractor understands, acknowledges, and agrees that, pursuant to Article IX of the General Appropriations Act (the Act), to the extent allowed by federal and state law, money appropriated by the Texas Legislature may not be distributed to any individual or entity that, during the period for which funds are appropriated under the Act:

1. performs an abortion procedure that is not reimbursable under the state's Medicaid program;
2. is commonly owned, managed, or controlled by an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program; or
3. is a franchise or affiliate of an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program.

The provision does not apply to a hospital licensed under Chapter 241, Health and Safety Code, or an office exempt under Section 245.004(a)(2), Health and Safety Code. Contractor represents and warrants that it is not ineligible, nor will it be ineligible during the term of this Contract, to receive appropriated funding pursuant to Article IX.

38. Funding Eligibility

Contractor understands, acknowledges, and agrees that, pursuant to Chapter 2273 of the Texas Government Code, except as exempted under that Chapter, HHSC cannot (1) contract with (a) an abortion provider or an affiliate of an abortion provider; or (b) an abortion assistance entity for the purpose of providing an abortion or abortion assistance;

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or (2) contract or appropriate or spend money to provide any person logistical support for the express purpose of assisting a woman with procuring an abortion or the services of an abortion provider. Respondent certifies that it is not ineligible to contract with System Agency under the terms of Chapter 2273 of the Texas Government Code and certifies that the contract is not a taxpayer resource transaction, appropriation, or expenditure of money prohibited by Chapter 2273 of the Texas Government Code.

39. Gender Transitioning and Gender Reassignment Procedures and Treatments for Certain Children – Prohibited Use of Public Money; Prohibited State Health Plan Reimbursement.

Contractor understands, acknowledges, and agrees that, pursuant to Section 161.704 of the Texas Health and Safety Code (eff. Sept. 1, 2023), public money may not directly or indirectly be used, granted, paid, or distributed to any health care provider, medical school, hospital, physician, or any other entity, organization, or individual that provides or facilitates the provision of a procedure or treatment to a child that is prohibited under Section 161.702 of the Texas Health and Safety Code. Contractor also understands, acknowledges, and agrees that, pursuant to Section 161.705 of the Texas Health and Safety Code (eff. Sept. 1, 2023), HHSC may not provide Medicaid reimbursement and the child health plan program established under Chapter 62 may not provide reimbursement to a physician or health care provider for provision of a procedure or treatment to a child that is prohibited under Section 161.702 of the Texas Health and Safety Code. Contractor certifies that it is not ineligible to contract with System Agency under the terms of Chapter 161, Subchapter Y, of the Texas Health and Safety Code.

40. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment (2 CFR 200.216)

Contractor certifies that the individual or business entity named in this Response or Contract is not ineligible to receive the specified Contract or funding pursuant to 2 CFR 200.216.

41. COVID-19 Vaccine Passports

Pursuant to Texas Health and Safety Code, Section 161.0085(c), Contractor certifies that it does not require its customers to provide any documentation certifying the customer's COVID-19 vaccination or post-transmission recovery on entry to, to gain access to, or to receive service from the Contractor's business. Contractor acknowledges that such a vaccine or recovery requirement would make Contractor ineligible for a state-funded contract.

42. Entities that Boycott Energy Companies

Pursuant to Section 2276.002 of the Texas Government Code (relating to prohibition on contracts with companies boycotting certain energy companies), Contractor represents and warrants that: (1) it does not, and will not for the duration of the Contract, boycott energy companies or (2) the verification required by Section 2276.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this

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provision change during the course of the Contract, Contractor shall promptly notify System Agency.

43. Entities that Discriminate Against Firearm and Ammunition Industries

In accordance with Senate Bill 19, Acts 2021, 87th Leg., R.S., pursuant to Section 2274.002 of the Texas Government Code (relating to prohibition on contracts with companies that discriminate against firearm and ammunition industries), Contractor verifies that: (1) it does not, and will not for the duration of the Contract, have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association or (2) the verification required by Section 2274.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

44. Security Controls for State Agency Data

In accordance with Senate Bill 475, Acts 2021, 87th Leg., R.S., pursuant to Texas Government Code, Section 2054.138, Contractor understands, acknowledges, and agrees that if, pursuant to this Contract, Contractor is or will be authorized to access, transmit, use, or store data for System Agency, Contractor is required to meet the security controls the System Agency determines are proportionate with System Agency's risk under the Contract based on the sensitivity of System Agency's data and that Contractor must periodically provide to System Agency evidence that Contractor meets the security controls required under the Contract.

45. Cloud Computing State Risk and Authorization Management Program (TX-RAMP)

Pursuant to Texas Government Code, Section 2063.408, Contractor acknowledges and agrees that, if providing cloud computing services for System Agency, Contractor must comply with the requirements of the state risk and authorization management program and that System Agency may not enter or renew a contract with Contractor to purchase cloud computing services for the agency that are subject to the state risk and authorization management program unless Contractor demonstrates compliance with program requirements. If providing cloud computing services for System Agency that are subject to the state risk and authorization management program, Contractor certifies it will maintain program compliance and certification throughout the term of the Contract.

46. Contract for Professional Services of Physicians, Optometrists, and Registered Nurses

In accordance with Senate Bill 799, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2254.008(a)(2) is applicable to this Contract, Contractor affirms that it possesses the necessary occupational licenses and experience.

47. Foreign-Owned Companies in Connection with Critical Infrastructure

If Texas Government Code, Section 2275.0102(a)(1) (relating to prohibition on contracts with certain foreign-owned companies in connection with critical infrastructure) is applicable to this Contract, pursuant to Government Code Section 2275.0102, Contractor certifies that neither it nor its parent company, nor any affiliate of Contractor or its parent company, is: (1) majority owned or controlled by citizens or governmental entities of

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China, Iran, North Korea, Russia, or any other country designated by the Governor under Government Code Section 2275.0103 or (2) headquartered in any of those countries.

48. Critical Infrastructure Subcontracts

For purposes of this Paragraph, the designated countries are China, Iran, North Korea, Russia, and any countries lawfully designated by the Governor as a threat to critical infrastructure. Pursuant to Section 117.002 of the Business and Commerce Code, Contractor shall not enter into a subcontract that will provide direct or remote access to or control of critical infrastructure, as defined by Section 117.001 of the Texas Business and Commerce Code, in this state, other than access specifically allowed for product warranty and support purposes to any subcontractor unless (i) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is majority owned or controlled by citizens or governmental entities of a designated country; and (ii) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is headquartered in a designated country. Contractor will notify the System Agency before entering into any subcontract that will provide direct or remote access to or control of critical infrastructure, as defined by Section 117.001 of the Texas Business & Commerce Code, in this state.

49. Enforcement of Certain Federal Firearms Laws Prohibited

In accordance with House Bill 957, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2.101 is applicable to Contractor, Contractor certifies that it is not ineligible to receive state grant funds pursuant to Texas Government Code, Section 2.103.

50. Prohibition on Abortions

Contractor understands, acknowledges, and agrees that, pursuant to Article II of the General Appropriations Act, (1) no funds shall be used to pay the direct or indirect costs (including marketing, overhead, rent, phones, and utilities) of abortion procedures provided by contractors of HHSC; and (2) no funds appropriated for Medicaid Family Planning, Healthy Texas Women Program, or the Family Planning Program shall be distributed to individuals or entities that perform elective abortion procedures or that contract with or provide funds to individuals or entities for the performance of elective abortion procedures. Contractor represents and warrants that it is not ineligible, nor will it be ineligible during the term of this Contract, to receive appropriated funding pursuant to Article II.

51. Hardening of State Government

Pursuant to Executive Order GA-48, relating to hardening of state government, issued November 19, 2024, Contractor certifies it is not and, if applicable, any of its holding companies or subsidiaries is not:

a. Listed in Section 889 of the 2019 National Defense Authorization Act (NDAA); or

b. Listed in Section 1260H of the 2021 NDAA; or

Docusign Envelope ID: A867344D-811B-4D67-9A0E-5C68CD2132F5

c. Owned by the government of a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4; or

d. Controlled by any governing or regulatory body located in a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4.

52. Artificial Intelligence Disclosure.

Contractor certifies that it has disclosed in writing to System Agency each artificial intelligence system it may use to complete any deliverable or a portion of any deliverable under the Contract. "Artificial intelligence system" means a machine-based system that for explicit or implicit objectives infers from provided information a method to generate outputs, such as predictions, content, recommendations, or decisions, to influence a physical or virtual environment with varying levels of autonomy and adaptiveness after deployment. Contractor promises not to use an artificial intelligence system to perform the Contract without the prior written consent of System Agency.

53. Surveillance, Intimidation, and Related Acts.

Contractor certifies that it (and its subcontractors) have not, and if awarded a contract, will not, either directly or indirectly through a third party, engage in surveillance targeting or engage in an act of intimidation, coercion, extortion, undue influence, or other similar conduct intended to influence, silence, or retaliate against:

(1) a member of the state legislature or person employed to support the state legislature in any capacity;

(2) a family member of a person described by (1);

(3) a state agency employee; or

(4) an individual making a complaint or raising concerns regarding state agency operations or contracting.

Contractor certifies that it and its subcontractors have not, and if awarded a contract will not, either directly or indirectly through a third party, use private or confidential information to manipulate or influence a state contracting decision or proceeding. Contractor acknowledges that it, its executives and directors, and other associated entities and individuals could be terminated, barred from state contracts, and penalized up to $2 million for a violation of Government Code, Section 2261.302.

54. False Representation

Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

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55. False Statements

Contractor represents and warrants that all statements and information prepared and submitted by Contractor in this Contract and any related Solicitation Response are current, complete, true, and accurate. Contractor acknowledges any false statement or material misrepresentation made by Contractor during the performance of this Contract or any related Solicitation is a material breach of contract and may void this Contract. Further, Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

56. Permits and License

Contractor represents and warrants that it will comply with all applicable laws and maintain all permits and licenses required by applicable city, county, state, and federal rules, regulations, statutes, codes, and other laws that pertain to this Contract.

57. Equal Employment Opportunity

Contractor represents and warrants its compliance with all applicable duly enacted state and federal laws governing equal employment opportunities.

58. Federal Occupational Safety and Health Law

Contractor represents and warrants that all articles and services shall meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Act of 1970, as amended (29 U.S.C. Chapter 15).

59. Signature Authority

Contractor represents and warrants that the individual signing this Contract Affirmations document is authorized to sign on behalf of Contractor and to bind the Contractor.

Signature Page Follows

Docusign Envelope ID: A867344D-811B-4D67-9A0E-5C68CD2132F5

Authorized representative on behalf of Contractor must complete and sign the following:

Tarrant County

Legal Name of Contractor

Assumed Business Name of Contractor, if applicable (d/b/a or 'doing business as')

Texas County(s) for Assumed Business Name (d/b/a or 'doing business as')
Attach Assumed Name Certificate(s) filed with the Texas Secretary of State and Assumed Name Certificate(s), if any, for each Texas County Where Assumed Name Certificate(s) has been filed.

Signature of Authorized Representative	**Date Signed**
Tim O'Hare	County Judge
Printed Name of Authorized Representative First, Middle Name or Initial, and Last Name	**Title of Authorized Representative**
100 E. Weatherford St.	Fort Worth, TX 76196-0103
Physical Street Address	**City, State, Zip Code**
Mailing Address, if different	**City, State, Zip Code**
817-884-1040	N/A
Phone Number	**Fax Number**
countyjudgegrants@tarrantcountytx.gov	68365220
Email Address	**DUNS Number**
75-6001170	17560011706
Federal Employer Identification Number	**Texas Identification Number (TIN)**
N/A	N/A
Texas Franchise Tax Number	**Texas Secretary of State Filing Number**
DBH1UNN8U5J3	
SAM.gov Unique Entity Identifier (UEI)	

Certificate Of Completion

Envelope Id: A867344D-811B-4D67-9A0E-5C68CD2132F5
Status: Sent
Subject: Please Sign: $250,000.00 HHS001593800005 Tarrant County A.1 PHIG/LRN
Source Envelope:
Document Pages: 21
Signatures: 0
Certificate Pages: 2
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-06:00) Central Time (US & Canada)

Envelope Originator:
CMS Internal Routing Mailbox
11493 Sunset Hills Road
#100
Reston, VA 20190
CMS.InternalRouting@dshs.texas.gov
IP Address: 167.137.1.10

Record Tracking

Status: Original
4/23/2026 1:25:36 PM
Holder: CMS Internal Routing Mailbox
CMS.InternalRouting@dshs.texas.gov
Location: DocuSign

Signer Events	Signature	Timestamp
Honorable Tim O'Hare, County Judge countyjudgegrants@tarrantcountytx.gov Tarrant County Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		Sent: 4/23/2026 1:33:27 PM
Michael Montgomery Michael.Montgomery1@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Patricia Melchior Patty.Melchior@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Dave Gruber Dave.Gruber@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Carmen Garcia phcontracts@tarrantcountytx.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/23/2026 1:33:25 PM Viewed: 4/23/2026 1:42:21 PM
Rune-Par I Nilsson RINilsson@tarrantcounty.com Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/23/2026 1:33:25 PM Viewed: 4/23/2026 1:36:30 PM
Kristiana Flores Kristiana.Flores@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
CMS Internal Routing Mailbox CMS.InternalRouting@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/23/2026 1:33:26 PM

Payment Events	Status	Timestamps

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 42
Department: Public Health	**Prepared By:** Gary Collins, Contract Specialist	**Approved By:** Amanda Campbell

SUBJECT:

Consideration of Amendment No. 2 to the Human Immunodeficiency Virus Clinical Human Immunodeficiency Virus /Sexually Transmitted Infection Prevention at Local Health Departments Grant Contract with the Texas Department of State Health Services to Receive Fiscal Year 2027 Funding

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 2 to the Human Immunodeficiency Virus (HIV) Clinical HIV/Sexually Transmitted Infection (STI) Prevention at Local Health Departments Grant Contract, #HHS001546100004, with Texas Department of State Health Services for Fiscal Year 2027 funding.

BACKGROUND

The Tarrant County Public Health (TCPH) Department receives yearly support from DSHS, in the form of grant contracts to perform a variety of essential public health services for Tarrant County residents. The HIV Prevention and Control Program grant provides grant funding in an effort to prevent the spread of HIV/STIs and support HIV Prevention Services.

On November 12, 2019, the Commissioners Court, through Court Order #131576, approved the FY 2020 DSHS HIV Prevention and Control Program Grant Contract for funding in the amount of $584,538.00.

On December 3, 2024, the Commissioners Court, through Court Order #144397, approved the FY 2025 DSHS HIV Prevention and Control Program Grant Contract for funding in the amount of $200,000.000.

On June 6, 2025, the Commissioners Court, through Court Order #145467, approved the FY 2026 Amendment No. 1 DSHS HIV Prevention and Control Program Grant Contract for funding in the amount of $300,000.00 and the term of the contract was extended through August 31, 2026. All attachments were revised accordingly.

With approval of Amendment No. 2, TCPH will receive FY 2027 grant funding in the amount of $300,000.00 and the term of the contract will be extended through August 31, 2027. All other attachments have been revised accordingly.

The District Attorney's Office has reviewed this document as to form.

FISCAL IMPACT

The grant award is $300,000.00.
This grant does not require a grant match.
Indirect cost is allowed and has been added to the budget.
There is no operating subsidy for this grant.
All associated costs to be paid from Grant-2004/ F0035-2027 / DSHS-Bureau of STD/HIV Prevention-HIV Prevention / 5100303000 Health DIS Intrvn.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Contract_F0035-2027_Docusign_HHS001546100004-A2_HIV_LHD HIV Prevention.pdf

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TEXAS Health and Human Services

Texas Department of State Health Services

Jennifer A. Shuford, M.D., M.P.H.
Commissioner

The Honorable Tim O'Hare
Tarrant County Judge
Tarrant County
1101 S. Main Street
Fort Worth, Texas 76104

Subject: HIV Clinical HIV/STI Prevention at Local Health Departments
Contract Number: HHS001546100004, Amendment No. 2
Contract Amount: $800,000.00
Contract Term: 1/1/2025-8/31/2027

Dear Judge O'Hare:

Enclosed is Amendment No. 2 to the HIV Clinical HIV/STI Prevention at Local Health Departments Contract between the Department of State Health Services and Tarrant County.

The purpose of the Contract is to provide funding for the HIV Clinical HIV/STI Prevention at Local Health Departments Program.

This Amendment increases the Contract by $300,000.00, extends the end of the Contract term to August 31, 2027, and revises certain attachments to the Contract.

Please let me know if you have any questions or need additional information.

Sincerely,

Alicia Wells, CTCM
Contract Manager
Alicia.Wells2@dshs.texas.gov

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DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS001546100004
AMENDMENT NO. 2
RENEWAL

The **DEPARTMENT OF STATE HEALTH SERVICES** ("System Agency" or "DSHS") and **TARRANT COUNTY** ("Grantee"), who are collectively referred to herein as the "Parties," to that certain HIV Clinical HIV/STI Prevention at Local Health Departments contract effective January 1, 2025, and denominated DSHS Contract No. HHS001546100004 ("Contract" or "Grant Agreement"), as amended, now desire to further amend the Contract.

WHEREAS, DSHS desires to exercise its option of a one-year renewal of the Contract term for State Fiscal Year 2027 (Fiscal Year 2027), September 1, 2026 through August 31, 2027 (the "Second Renewal Period");

WHEREAS, DSHS desires to add funds to the Contract to pay for services provided during the Second Renewal Period and revise the Budget accordingly;

WHEREAS, DSHS desires to revise the Federal Award Information and Statement of Work;

WHEREAS, DSHS desires to update the Contract Affirmations; and

WHEREAS, the Parties desire to incorporate a new Grantee completed Fiscal Federal Funding Accountability and Transparency Act (FFATA) Certification Form and updated Indirect Cost Rate Agreement Letter into the Contract.

NOW, THEREFORE, the Parties hereby amend and modify the Contract as follows:

1. **SECTION III** of the Contract, **DURATION**, is hereby amended to reflect a revised termination date of August 31, 2027.

2. **SECTION IV** of the Contract, **STATEMENT OF WORK**, effective September 1, 2026, is hereby revised to read as follows:

   > Grantee shall perform services related to the HIV Clinical HIV/STI Prevention at Local Health Departments Program in accordance with the requirements stated in **ATTACHMENT A-2, FISCAL YEAR 2027 STATEMENT OF WORK**.

3. **SECTION V** of the Contract, **BUDGET AND INDIRECT COST RATE**, effective September 1, 2026, is hereby amended to add $175,000.00 in Federal Funds and $125,000.00 in State Funds for a total of $300,000.00 for services to be delivered during the Second Renewal Period and the section revised to read as follows:

   > The total amount of this Contract will not exceed **$800,000.00**. Grantee is not required to provide matching funds.

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The total not-to-exceed amount includes the following:

Total Federal Funds: $400,000.00
Total State Funds: $400,000.00

All expenditures for the Second Renewal Period will be in accordance with **ATTACHMENT B-2, FISCAL YEAR 2027 BUDGET.**

Indirect Cost Rate: The Grantee's acknowledged or approved Indirect Cost Rate (ICR) is contained within **ATTACHMENT B-2, FISCAL YEAR 2027 BUDGET** and the Indirect Cost Rate Acknowledgement Letter is attached to this Contract and incorporated as **ATTACHMENT I-1**. Grantee must have an approved or acknowledged indirect cost rate in order to recover indirect costs.

If the System Agency approves or acknowledges an updated indirect cost rate, the Grant Agreement will be amended to incorporate the new rate (and the new indirect cost rate letter, if applicable) and the budget revised accordingly.

4. **SECTION VI** of the Contract, **CONTRACT REPRESENTATIVES**, is hereby amended to replace the System Agency contact information with the following:

System Agency
Alicia Wells, CTCD, CTCM
Department of State Health Services
1100 West 49th Street, MC 1990
Austin, Texas 78756
Alicia.Wells.2@dshs.texas.gov

5. **SECTION VIII** of the Contract, **FEDERAL AWARD INFORMATION**, effective September 1, 2026, is hereby deleted in its entirety and replaced with the following:

GRANTEE'S UNIQUE ENTITY IDENTIFIER IS: DBH1UNN8U5J3

Federal funding under this Grant Agreement is a subaward under the following federal award.

FEDERAL AWARD IDENTIFICATION NUMBER (FAIN): NU62PS924809
A. Assistance Listings Title, Number, and Dollar Amount:
   • High Impact HIV Prevention and Surveillance Programs for Health Departments - 93.940 - $29,960,709.00
B. Initial Federal Award Date: 08/01/2024
C. Federal Award Period: 08/01/2024 – 05/31/2029
D. Name of Federal Awarding Agency: Centers for Disease Control and Prevention
E. Federal Award Project Description: High Impact HIV Prevention and Surveillance Programs for Health Departments
F. Awarding Official Contact Information: Mr. Ryan Springer, (678) 475-4693, rji2@cdc.gov

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G. Total Amount of Federal Funds Awarded to System Agency: $29,960,709.00
H. Amount of Funds Awarded to Grantee: $400,000.00
I. Identification of Whether the Award is for Research and Development: No

6. **ATTACHMENT A-1** of the Contract, **FISCAL YEAR 2026 STATEMENT OF WORK**, effective September 1, 2026, is hereby supplemented with the addition of **ATTACHMENT A-2, FISCAL YEAR 2027 STATEMENT OF WORK**, which is attached to this Amendment and incorporated into and made part of the Contract for all purposes, with the latter taking precedence if there is a conflict.

7. **ATTACHMENT B-1** of the Contract, **FISCAL YEAR 2026 BUDGET**, effective September 1, 2026, is hereby supplemented with the addition of **ATTACHMENT B-2, FISCAL YEAR 2027 BUDGET**, which is attached to this Amendment and incorporated into and made part of the Contract for all purposes.

8. **ATTACHMENT C-1** of the Contract, **CONTRACT AFFIRMATIONS V. 2.5**, is hereby deleted in its entirety and replaced with **ATTACHMENT C-2, CONTRACT AFFIRMATIONS V. 2.8**, which is attached to this Amendment and incorporated into and made part of the Contract for all purposes.

9. **ATTACHMENT H-2, FFATA CERTIFICATION FORM (FY 2027)**, is attached to this Amendment and upon completion by Grantee, incorporated into and made part of the Contract for all purposes.

10. **ATTACHMENT I-1, INDIRECT COST RATE ACKNOWLEDGEMENT LETTER**, is attached to this Amendment and incorporated into and made part of the Contract for all purposes.

11. This Amendment No. 2 shall be effective as of the date last signed below. Operations and funding for State Fiscal Year 2027 begin on September 1, 2026. The current Federal Award Information, Fiscal Year 2026 Statement of Work, and Fiscal Year 2026 Budget shall remain in full force and effect through August 31, 2026.

12. Except as modified by this Amendment No. 2, all terms and conditions of the Contract, as amended, shall remain in full force and effect.

13. Any further revisions to the Contract shall be by written agreement of the Parties.

14. Each Party represents and warrants that the person executing this Amendment No. 2 on its behalf has full power and authority to enter into this Amendment.

SIGNATURE PAGE FOLLOWS

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SIGNATURE PAGE FOR AMENDMENT NO. 2
DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS001546100004

DEPARTMENT OF STATE HEALTH SERVICES	**TARRANT COUNTY**
Signature: _____	Signature: _____
Name: _____	Name: Honorable Tim O'Hare, County Judge
Title: _____	Title: County Judge
Date of Signature: _____	Date of Signature: _____

THE FOLLOWING ATTACHMENTS ARE ATTACHED AND INCORPORATED AS PART OF THE CONTRACT:

ATTACHMENT A-2	**FISCAL YEAR 2027 STATEMENT OF WORK**
ATTACHMENT B-2	**FISCAL YEAR 2027 BUDGET**
ATTACHMENT C-2	**CONTRACT AFFIRMATIONS V. 2.8**
ATTACHMENT H-2	**FFATA CERTIFICATION FORM (FY 2027)**
ATTACHMENT I-1	**ICR AGREEMENT LETTER**

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ATTACHMENT A-2
FISCAL YEAR 2027 STATEMENT OF WORK
CONTRACT NO. HHS001546100004

I. PURPOSE

The purpose of this program is to provide HIV Testing and Prevention at Local Health Departments and to prioritize actions and coordinate resources across communities and groups of Texans affected by HIV.

A. STRATEGIES

1. Increase awareness and understanding of HIV and STDs within the public and the communities most impacted.

2. Promote models and innovative practices that effectively reach vulnerable individuals in communities where HIV is most prevalent.

3. Focus HIV and STD testing on communities and groups where HIV is most heavily concentrated. Ensure that status neutral linkage systems are client-centered and address the acute needs of clients at the time of testing.

II. GRANTEE RESPONSIBILITIES

A. Grantee shall comply with all applicable state and federal laws, rules, policies, standards, regulations, and guidelines, as amended, including, but not limited to, the following:

1. Department of State Health Services (DSHS) HIV and STD Program Operating Procedures and Standards (POPS), including any revisions, which are available on the DSHS HIV Prevention Provider Portal located at https://txhhs.sharepoint.com/sites/DSHS/dcps/thss/Portal/SitePages/POPS-Chapter-01.aspx;

2. DSHS Policy Guidelines for Self-Collection and HIV self-testing kits, including any revisions, which are available on the DSHS HIV Prevention Provider Portal located at https://txhhs.sharepoint.com/sites/DSHS/dcps/thss/Portal/SitePages/POPS-Chapter-01.aspx;

3. Any System Agency-issued letters or memos with additional directions and policies;

4. Chapter 81 of the Texas Health and Safety Code (related to communicable diseases, public health disasters and public health emergencies) located at https://statutes.capitol.texas.gov/?tab=1&code=HS&chapter=HS.81&artSec=;

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5. Chapter 85 of the Texas Health and Safety Code (related to Acquired Immune Deficiency Syndrome and HIV infection) located at https://statutes.capitol.texas.gov/?tab=1&code=HS&chapter=HS.85&artSec=;

6. Chapter 94 of the Texas Health and Safety Code (related to education and prevention programs for Hepatitis C) located at https://statutes.capitol.texas.gov/?tab=1&code=HS&chapter=HS.94&artSec=;

7. Title 25 of the Texas Administrative Code (TAC), Chapters 97 and 98, Subchapter C;

8. HIV/STD Program and HIV/STD Unit policies and procedures, and HIV Prevention Program Reports and Forms available on the HIV/STD Section Portal; and

9. United States Code, 2018 Edition, Supplement 5, Title 42 - The Public Health and Welfare located at https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title42&edition=prelim.

B. Grantee shall commence activities no later than ninety (90) days following the Project Period start date.

C. Grantee shall support local efforts to coordinate prevention, education, testing, and medical or treatment services for HIV, HCV, and syphilis (and other STDs).

D. Grantee shall incorporate condom promotion, education, and distribution into all program activities.

E. Grantee shall maintain, at minimum, an active Clinical Laboratory Improvement Amendment (CLIA) Certificate of Waiver if performing rapid testing. All CLIA certificate types are effective for two (2) years. Grantee shall establish, build, or maintain collaboration agreements (e.g., Memoranda of Understanding (MOUs), service agreements) with other community-based organizations and medical providers to ensure the delivery of comprehensive services across the care continuum. Collaboration agreements must serve eligible Relevant Population(s). CLIA is located at https://www.cms.gov/medicare/quality/clinical-laboratory-improvement-amendments/apply.

F. Grantee shall create a model for continuous community feedback, input, and engagement, such as a community advisory board, to assist with programmatic decision-making.

G. Grantee shall participate in state and local HIV planning and evaluation activities and in local efforts to coordinate HIV prevention and treatment services, such as Fast Track Cities and the Texas HIV Syndicate. Grantee shall use community assessments to evaluate and improve recruitment, outreach and condom distribution

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strategies and tailor education and recruitment efforts to their designated Relevant Population(s).

H. Grantee shall develop and implement campaigns and resources that provide education on comprehensive sexual health (e.g., HIV-related stigma, HIV vulnerability, and options for prevention such as PrEP and nPEP, testing care and treatment). Campaigns may include online and social media activities. Grantee shall monitor and record web analytics that describe service-related posts on different media platforms. Grantee shall provide this data to System Agency within five (5) days of request.

I. Grantee shall submit literature or materials it proposes to use in prevention activities for review and approval by a locally constituted review panel that meets the Statewide Program Materials Review Panel requirements located at https://www.dshs.texas.gov/hivstd/info/edmat/program-materials-review-panel. Grantee shall obtain System Agency verification and approval of any content or publication partially or fully funded by this Grant Award, and Grantee shall ensure approved content acknowledges System Agency.

J. Grantee shall deliver all services in the appropriate manner tailored to the Relevant Population(s), taking low health literacy into account. Grantee shall implement education strategies that are appropriate to the needs of the Relevant Population(s).

K. Grantee shall work cooperatively with System Agency, as may be reasonably requested, to participate in special projects, public health initiatives, and activities to raise awareness of innovative HIV prevention practices to meet the goals of the Texas HIV Plan (https://achievingtogethertx.org/tx-hiv-syndicate/) at Texas DSHS HIV/STD Program - HIV and STD Planning, available at HIV/STD Section Portal.

L. Grantee shall ensure that any activity performed using grant funds received as a result of this Contract does not duplicate existing prevention activities in the Grantee's HIV Service Delivery Area. Grantee shall focus testing on communities and groups where HIV is most prevalent.

M. Grantee shall ensure successful linkage systems that not only create access to medical care for newly diagnosed individuals but also help to quickly identify and address barriers that may prevent individuals from following through with their HIV medical care.

N. Grantee shall maintain an inventory of equipment, supplies defined as Controlled Assets, and real property. Submit an annual cumulative report of the equipment and other property on HHS System Agency Grantee's Property Inventory Report to the designated DSHS Contract Manager by email not later than October 15th of each grant year. Controlled Assets include firearms, regardless of the acquisition cost, and the following assets with an acquisition cost of $500 or more, but less than $10,000: desktop and laptop computers (including notebooks, tablets, and similar devices), non-portable printers and copiers, emergency management equipment, communication devices and systems, medical and laboratory equipment, and media

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equipment. Controlled Assets are considered Supplies and do not include a capitalized asset, real property, an improvement to real property or infrastructure.

O. Grantee shall seek written approval from DSHS when requesting any revisions to the approved budget, including, but not limited to, adding new line items and revisions that change the total budget category amounts. Grantee must submit a revised Categorical Budget Form and Budget Change Request (BCR) Form to the designated DSHS Contract Manager, highlighting the areas affected by the budget transfer. Grantee is advised as follows:

1. Grantee shall receive written approval from DSHS as formal acceptance and recognition of all budget revisions. Requested revisions may not be utilized as such until the Grantee is informed of the approval and cannot be retroactive in nature.

2. Grantee may seek approval for a transfer of funds between direct budget categories, other than 'Equipment' and 'Indirect Cost' categories.

3. For any transfer of funds between direct budget categories, i.e., total budget category amounts change, with the exception of 'Equipment' and 'Indirect', Grantee shall provide notification of transfer between budget categories by submission of a revised Categorical Budget Form and Budget Change Request (BCR) Form to the DSHS Contract Manager, highlighting the areas affected by the budget transfer and written justification for the transfer request. These transfers may not exceed a cumulative twenty-five (25) percent of the total value of the respective Contract budget in a Contract within a single budget period. After DSHS review, the designated DSHS Contract Manager will provide written approval or request for revisions to the Grantee by email. If an amendment is required, the Grantee may not proceed with requested budget activities using redirected funds until the amendment is fully executed.

4. Any transfer to or from 'Equipment' and/or 'Indirect Cost' categories must be incorporated by amendment. Grantee shall submit a revised Categorical Budget Form and Budget Change Request (BCR) Form to the DSHS Contract Representative, highlighting the areas affected by the budget transfer and written justification for the transfer request, for DSHS approval. If the requested budget revision is approved, the Grantee may not proceed with requested budget activities using redirected funds until the amendment is fully executed.

5. Grantee must include the Contract number and Program ID when submitting any correspondence to DSHS staff, including the assigned Contract Manager.

6. Requests of funds or expenditures beyond those listed in the Categorical Budget Form (or any approved Budget Change Request) may result in denial of payment reimbursement and/or require Grantee repayment of grant funds.

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7. Grantees must include the related Contract number and program type when submitting any correspondence to DSHS staff, including the assigned Contract Manager.

III. FUNDING ACTIVITY-SPECIFIC REQUIREMENTS

A. In order to meet the mission and objectives of the HIV Testing and Prevention Programs at Local Health Departments, Grantee shall adhere to the most current approved Work Plan. The activities funded under this Grant Agreement must meet the following program requirements:

1. Grantee shall focus its services on at least one (1) locally Relevant Population within the HSDA in which the Grantee serves.

2. Grantee shall establish an HIV Testing and Prevention program that complies with provisions set forth in the System Agency HIV and STD Program Operating Procedures and Standards (POPS) Manual, which is available at the DSHS HIV Prevention Provider Portal and HIV/STD Section Portal.

3. Grantee shall comply with the Centers for Disease Control and Prevention (CDC) program guidance on Implementing HIV Testing in Nonclinical Settings, which is located at: https://www.cdc.gov/hivpartners/media/pdfs/2024/11/CDC_HIV_Implementing_HIV_Testing_in_Nonclinical_Settings.pdf.

4. Grantee shall deploy an HIV/STD/HCV Testing program that expands the availability of HIV testing to their designated Relevant Population(s). Grantee shall ensure that at a minimum, seventy-five (75) percent of individuals tested are a member of at least one (1) of Grantee's identified Relevant Populations.

5. Grantee shall provide appropriate education about HIV Testing and Prevention to build trust and support within the individuals and in the community affected by HIV.

6. Grantee shall provide clients who receive a positive HIV result, including a preliminary positive result, the opportunity for in-person results counseling, as required by Texas Health and Safety Code Section 81.109.

7. Grantee shall use testing procedures that follow the requirements in Chapter 1 of the DSHS HIV and STD Program Operating Procedures and Standards (POPS) available on the DSHS HIV Prevention Provider Portal. Additionally, Grantee shall be qualified to conduct venipuncture in clinical and non-clinical settings. Point-of-care (rapid) tests are permissible, but Grantee shall be prepared to perform immediate, on-site venipuncture to collect specimens for supplemental testing if the client has a preliminary positive test result.

8. Grantee shall provide syphilis testing to all individuals testing for HIV, unless the client refuses (i.e., "opts out"). Grantee shall recommend HCV testing and

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other STI testing to clients, as appropriate. Grantee may collect specimens for additional testing concurrent with HIV testing including collecting specimens for extragenital screening for chlamydia, gonorrhea, and Hepatitis C.

9. Grantee shall facilitate initial linkage to care for newly diagnosed clients and engagement in care services for previously diagnosed clients not currently in care. Grantee shall maintain active referral partnerships with other HIV medical care services and support services within the community. Grantee shall provide active referrals as set forth in Subchapter 1.9, Counseling and Linkage for Persons Living with HIV, in the Program Operating Procedures and Standards (POPS) available on the DSHS HIV Prevention Provider Portal.

10. Grantee shall operate testing programs under the standing delegation orders of a physician as required by Texas Health and Safety Code Section 85.085. If HIV self-testing is a service offering, Grantee shall create and maintain policies and procedures that support its implementation. System Agency must approve the policies and procedures prior to implementation.

11. Grantee shall maintain an active Clinical Laboratory Improvement Amendment (CLIA) Certificate of Waiver if performing rapid testing.

12. Grantee shall submit data on program activities and client contacts via the appropriate systems and in the formats specified by System Agency. Grantee shall provide program- and individual-level data on each client served by its program, including, but not limited to:

    a. Number of condoms distributed;

    b. Client-level demographics of each client receiving testing services, the tests performed, and results of such tests;

    c. Information on clients with positive test results, including client names, to allow System Agency to verify diagnosis history;

    d. Information on HIV-care status of all clients with positive test results, including information on confirmed referrals to HIV care; and

    e. Information on PrEP and nPEP education and referrals for clients with negative HIV test results.

IV. PROGRAM DATA REPORTING, SECURITY AND CONFIDENTIALITY REQUIREMENTS FOR ALL GRANTEES

DSHS may make alterations to reporting systems and requirements or require the use of new reporting systems or collection methods at its sole discretion. In the event of such a change, DSHS will notify the Grantee at least thirty (30) days in advance of the new requirements, except in cases where the system in use suffers technical failure. DSHS will consider information submitted through its systems as the performance data of record in evaluating the attainment of goals and programmatic performance.

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Grantee shall safeguard all confidential information accessed in the performance of this Grant Agreement in compliance with all applicable federal and state privacy, security, and breach notification laws and regulations, including without limitation the terms set forth in **Attachment E – Data Use Agreement.**

The Grantee may include any data it obtains as a result of activities performed under this Grant Agreement in a report to a party other than DSHS, provided the Grantee acknowledges DSHS in the report and that the Grantee aggregates the data in such a way that it does not identify any individual or include personally identifiable information. The Grantee may not use data for research purposes for themselves or any other party without the prior written approval of DSHS' Institutional Review Board and the DSHS Program. The Grantee may not share electronic data sets with other parties without the prior written approval of DSHS.

In addition to the data privacy and security requirements set forth in **Attachment E, Data Use Agreement**, including, but not limited to, the terms and conditions regarding **Attachment E-1, DUA Security and Privacy Inquiry (SPI)**, the Grantee shall comply with all the following:

A. The requirements for prevention data collection, submission, and quality assurance, provided on the DSHS Prevention Provider Portal and HIV Prevention Data Resources.

B. The following DSHS policies and procedures, available on the HIV/STD Security and Database Account Management located at https://www.dshs.texas.gov/thsvh/account and on the HIV/STD Section Portal:

   1. 2016.01 – HIV/STD Program Procedures - HIV/STD Section Confidential Information Security Procedures;

   2. 2012.01 – HIV/STD Program Policies – Overall Responsible Party for HIV/STD Surveillance Data;

   3. 2011.01 – HIV/STD Program Policies – Confidential Information Security;

   4. 2011.04 - HIV/STD Program Policies – Breach of Confidentiality Response; and

   5. 302.001 – HIV/STD Program Policies – Release of TB/HIV/AIDS and STD Data.

C. Create policies and procedures that comply with the following:

   1. Local Responsible Party Handbook, available on the HIV/STD Section Portal; and

   2. DSHS TB/HIV/STD Bi-Annual LRP Security Assessment (LRP Report), available on the HIV/STD Section Portal.

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D. Submit data on program activities and client contacts via the systems, in the formats, and by the submission deadlines specified by DSHS. DSHS, at its sole discretion, may change the program reporting requirements or formats during the Project Period based on program evaluation or reporting needs.

E. Ensure continuity in data reporting. Grantee shall have at least one (1) staff member designated as a secondary data contact with the ability to meet data collection, submission, and quality assurance requirements in the Contract at all times should the primary data contact be unable to meet data requirements specified in the Contract.

F. Ensure that all data submitted to DSHS is complete and accurate. Grantee shall conduct data quality assurance prior to monthly, quarterly, and biannual submissions, following quality performance guidelines. Grantee shall document data quality assurance activities and make them available for review by DSHS upon request. To review the progress toward goals and performance measures, Grantee may use the provided Performance Evaluation Tool (PET) as needed to evaluate the most current number of testing data submitted.

G. Implement policies and procedures for the use of data in a secure manner that protects client privacy and prevents unauthorized access to and use of program data.

H. Require every member of the Grantee's staff and volunteers to sign an agreement pledging to abide by Grantee's data security policies and procedures. Grantee shall maintain these written agreements and make them available to DSHS upon request.

I. Comply with all requests by DSHS to inspect, or requests for copies of, any of the documentation referenced in this Section in a timely manner, as designated by System Agency. All documentation under the Contract shall be readily available for inspection by DSHS staff during site visits.

V. PROGRAM MONITORING AND PROGRESS REPORTS

A. Grantee (and each subgrantee or volunteer, if applicable) shall cooperate with direct monitoring by System Agency. System Agency will conduct monitoring via on-site or virtual visits and may or may not announce the visits. This monitoring may consist of the review of records and reports, interviews with staff, required forms, educational materials, and other materials pertaining to this Project, including testing documents (if applicable).

B. Grantee shall submit the Annual Progress Report (APR) in the format specified by DSHS and by deadlines required by DSHS. The Annual Progress Report shall include a cumulative data summary of Grantee's compliance with the performance measures for each relevant activity described in Grantee's completed **Form F: Work Plan; Form F-1, Community Engagement Plan; and Form F-2, Client Engagement or Outreach Plan** and a detailed response to all items listed in the Annual Progress Report. The Annual Progress Report shall include cumulative data

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inclusive only of those activities conducted by staff receiving funds from this Grant Agreement.

C. Grantee shall provide the above-referenced reports to hivstdreport.tech@dshs.texas.gov with a copy to the designated DSHS HIV Prevention Consultant and assigned DSHS Contract Manager.

D. Grantee shall provide the DSHS HIV Prevention Consultant and assigned Contract Manager updated copies of the Program Contact Information Document upon occurrence of staffing changes. This document should always reflect the most up-to-date information for contact person(s) responsible for programmatic concerns and all communications regarding this program, the contact person for fiscal issues, and the contact information for each of the subgrantees/vendors (if applicable).

E. Grantee shall maintain expertise in any subcontracted project, protocol, and method, and provide technical assistance to subgrantee staff as needed.

F. Grantee and any relevant subgrantee(s) or volunteer(s) shall cooperate with DSHS policies to address all concerns or problems identified during the Contract term.

G. Grantee shall maintain written monitoring and evaluation records of all staff involved in program activities, including those of any subgrantees. DSHS may specify which evaluation and monitoring tools to use. Information related to quality assurance activities, along with any other documentation associated with activities under this Contract, is subject to review by the DSHS Program during program reviews and at any other time deemed necessary by System Agency.

H. Grantee shall develop an assessment tool and solicit feedback (e.g., Client Surveys) from clients served and create a summary of the client feedback for each program component, on an annual basis. The feedback assessment tool and feedback summary shall be available for review by DSHS Program during a site visit.

I. Grantee shall use collected data, together with input from clients and stakeholders, to improve services and ensure they meet the intended outcomes and emerging needs of the Relevant Population(s).

Additionally, if the Grantee enters into any Agreement(s) with a subgrantee:

J. Grantee shall be entirely responsible to System Agency for the performance of the subgrantee.

K. Grantee shall adequately monitor the implementation of interventions and other grant-funded activities including, but not limited to, the efficient and effective use of resources by the subgrantee(s) and the capacity and performance of subgrantee staff, and ensure the subgrantee is properly collecting and reporting data. System Agency, at its sole discretion, may monitor the subgrantees' activities and conduct periodic site visits with prior notification to Grantee.

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L. Grantee shall maintain expertise in any subcontracted Project content, protocols, and methods, and provide technical assistance to subgrantee staff, as needed.

M. Grantee shall individually, and with relevant subgrantee(s), cooperate with DSHS policies to address all concerns or problems identified during this Contract.

N. System Agency will rely solely on the Grantee for the subgrantee performance of all Contract obligations and requirements in any Grant Agreement.

VI. TRAINING REQUIREMENTS FOR ALL GRANTEES

A. All funded and in-kind staff, listed in the categorical budget and/or conducting services under this Contract, must receive DSHS-sponsored training related to HIV Prevention in Non-Traditional Settings as specified in the training requirements listed at DSHS HIV/STD Workforce Training Center and as otherwise specified by DSHS in the HIV Prevention Provider Portal and HIV/STD Section Portal. Grantee must maintain documentation of staff completion for all required trainings, which must be made available upon DSHS request.

B. A list of required trainings for all funded and in-kind staff may be found within Chapter 2: Quality Assurance for HIV Prevention Programs, of the POPs, located on the HIV Prevention Provider Portal and the HIV/STD Section Portal.

C. Grantee must authorize and require staff (including volunteers and in-kind staff) to attend training, conferences, and meetings as directed by DSHS.

D. Grantee must allocate budget funds to meet training requirements in a timely manner, and ensure staff and volunteers are trained according to DSHS Contract expectations.

E. Grant-funded clinicians must maintain all applicable licensures in accordance with their respective licensing boards, and these must be made available to DSHS upon request.

VII. PERFORMANCE MEASURES

A. Performance Measures as outlined in **Form E: Performance Measures and Standards Table** will be used to assess the Grantee's effectiveness in providing the services described in this Contract, without waiving the enforceability of any of the other terms of the Contract. The Performance Measures outlined in Form E, as approved by DSHS, are hereby incorporated by reference and made a part of this Contract.

B. DSHS will regularly assess the performance of Grantee, including, but not limited to, compliance with program policies and procedures referenced in this Contract, attainment of Performance Measures, maintenance of adequate staff, and submission of required data and narrative reports. Failure to meet Performance Measures and comply with the requirements and obligations in this Grant

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Agreement will constitute a breach of contract and may affect future funding opportunities.

C. Grant Agreement(s) are subject to performance monitoring activities throughout the duration of the grant term. This evaluation may include a reassessment of Project activities and services to determine whether they continue to be effective throughout the grant term.

D. Grantee shall regularly collect and maintain data that measures the performance and effectiveness of activities under this Grant Agreement in the manner, and within the timeframes, specified in this Grant Agreement or as otherwise specified by the System Agency.

E. If requested by System Agency, the Grantee shall report on the progress towards completion of the Performance Measures and other relevant information as determined by System Agency during the Contract Term. To remain eligible for renewal funding, if any, Grantee shall be able to show the scope of services provided and their impact, quality, and levels of performance against approved goals, and that Grantee's activities and services effectively address and achieve the Project's stated purpose.

VIII. REPORTING REQUIREMENTS

A. System Agency will monitor the Grantee's performance, including, but not limited to, through review of financial and programmatic reports and Performance Measures under this Contract.

B. Grantee shall submit the following reports by the noted due dates:

Report	Reporting Period	Due Date*
LRP Security Assessment	July 1, 2026 – December 31, 2026	January 31, 2027
Financial Status Report	September 1, 2026 – February 28, 2027	March 31, 2027
LRP Security Assessment	January 1, 2027 – June 30, 2027	July 31, 2027
Financial Status Report	March 1, 2027 – August 31, 2027	September 30, 2027
Annual Progress Report (APR)	September 1, 2026 – August 31, 2027	October 15, 2027

**All reporting due dates may be subject to change based on CDC and System Agency reporting requirements.*

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C. The Grantee shall submit the above-referenced LRP Security Assessment Reports to hivstdreport.tech@dshs.texas.gov with a copy to the designated DSHS Prevention Program Consultant.

D. The Grantee shall submit the above-referenced Financial Status Report (FSR-269A) to FSRgrants@dshs.texas.gov and cmsinvoices@dshs.texas.gov no later than thirty (30) days following the end of the fiscal year.

E. Grantee shall maintain an inventory of equipment, supplies, and real property. Grantee shall submit annual cumulative report on DSHS Grantee's Property Inventory Report to the DSHS Contract Representative and FSOequip@dshs.texas.gov by email not later than October 15th of each grant year.

F. Grantee shall provide all applicable reports in the format specified by System Agency in an accurate, complete, and timely manner and shall maintain appropriate supporting documentation. Failure to comply with submission deadlines for required reports, Financial Status Reports (FSRs) or other requested information may result in System Agency, in its sole discretion, placing the Grantee on financial hold without first requesting a corrective action plan in addition to suspension or repayment of funds, additional monitoring or termination.

IX. INVOICE AND PAYMENT FOR ALL GRANTEES

A. Grantee shall submit monthly invoices, no later than the 30th day of the following month, or next business day if the 30th day falls on a weekend or holiday. Failure to submit timely invoices may result in delays in processing a subsequent month's invoicing. System Agency requires Grantee to submit a "zero-dollar" invoice for a month in which it did not incur expenses. Grantee shall email invoices and System Agency provided voucher support documentation to invoices@dshs.texas.gov and cmsinvoices@dshs.texas.gov. Invoices received after the 30th of the month, or relevant next business day, are subject to denial of payment.

B. Unless otherwise directed by System Agency, Grantee shall submit a reimbursement or payment request as a final close-out invoice no later than thirty (30) calendar days following the end of the term of the Grant Agreement. Reimbursement or payment requests received after the deadline may not be paid.

C. System Agency reserves the right, where allowed by legal authority, to redirect funds in the event of financial shortfalls. System Agency will monitor Grantee's expenditures on a quarterly basis. If expenditures are below the amount in Grantee's total grant award, Grantee's budget may be subject to a decrease for the remainder of the Grant Agreement term. Vacant positions existing after ninety (90) days may result in a decrease in funds.

D. Grantee will be paid on a cost reimbursement basis and in accordance with the budget for the corresponding year under this Contract.

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ATTACHMENT B-2
FISCAL YEAR 2027 BUDGET
CONTRACT NO. HHS001546100004

BUDGET PERIOD SEPTEMBER 1, 2026 – AUGUST 31, 2027	
Budget Category	**Category Total**
Personnel	$181,832.00
Fringe Benefits	$73,478.00
Travel	$25.00
Equipment	$0.00
Supplies	$2,750.00
Contractual	$0.00
Other	$2,784.00
Total Direct Costs	**$260,869.00**
Indirect Costs	$39,131.00
TOTAL:	**$300,000.00**

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HEALTH AND HUMAN SERVICES
Contract Number HHS001546100004

Attachment C-2 CONTRACT AFFIRMATIONS

For purposes of these Contract Affirmations, HHS includes both the Health and Human Services Commission (HHSC) and the Department of State Health Services (DSHS). System Agency refers to HHSC, DSHS, or both, that will be a party to this Contract. These Contract Affirmations apply to all Contractors and Grantees (referred to as "Contractor") regardless of their business form (e.g., individual, partnership, corporation).

By entering into this Contract, Contractor affirms, without exception, understands, and agrees to comply with the following items through the life of the Contract:

1. Contractor represents and warrants that these Contract Affirmations apply to Contractor and all of Contractor's principals, officers, directors, shareholders, partners, owners, agents, employees, subcontractors, independent contractors, and any other representatives who may provide services under, who have a financial interest in, or otherwise are interested in this Contract and any related Solicitation.

2. Complete and Accurate Information

Contractor represents and warrants that all statements and information provided to HHS are current, complete, and accurate. This includes all statements and information in this Contract and any related Solicitation Response.

3. Public Information Act

Contractor understands that HHS will comply with the Texas Public Information Act (Chapter 552 of the Texas Government Code) as interpreted by judicial rulings and opinions of the Attorney General of the State of Texas. Information, documentation, and other material prepared and submitted in connection with this Contract or any related Solicitation may be subject to public disclosure pursuant to the Texas Public Information Act. In accordance with Section 2252.907 of the Texas Government Code, Contractor is required to make any information created or exchanged with the State pursuant to the Contract, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.

4. Contracting Information Requirements

Contractor represents and warrants that it will comply with the requirements of Section 552.372(a) of the Texas Government Code. Except as provided by Section 552.374(c) of the Texas Government Code, the requirements of Subchapter J (Additional Provisions Related to Contracting Information), Chapter 552 of the Government Code, may apply to the Contract and the Contractor agrees that the Contract can be terminated if the Contractor knowingly or intentionally fails to comply with a requirement of that subchapter.

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5. Assignment

A. Contractor shall not assign its rights under the Contract or delegate the performance of its duties under the Contract without prior written approval from System Agency. Any attempted assignment in violation of this provision is void and without effect.

B. Contractor understands and agrees the System Agency may in one or more transactions assign, pledge, or transfer the Contract. Upon receipt of System Agency's notice of assignment, pledge, or transfer, Contractor shall cooperate with System Agency in giving effect to such assignment, pledge, or transfer, at no cost to System Agency or to the recipient entity.

6. Terms and Conditions

Contractor accepts the Solicitation terms and conditions unless specifically noted by exceptions advanced in the form and manner directed in the Solicitation, if any, under which this Contract was awarded. Contractor agrees that all exceptions to the Solicitation, as well as terms and conditions advanced by Contractor that differ in any manner from HHS' terms and conditions, if any, are rejected unless expressly accepted by System Agency in writing.

7. HHS Right to Use

Contractor agrees that HHS has the right to use, produce, and distribute copies of and to disclose to HHS employees, agents, and contractors and other governmental entities all or part of this Contract or any related Solicitation Response as HHS deems necessary to complete the procurement process or comply with state or federal laws.

8. Release from Liability

Contractor generally releases from liability and waives all claims against any party providing information about the Contractor at the request of System Agency.

9. Dealings with Public Servants

Contractor has not given, has not offered to give, and does not intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this Contract or any related Solicitation, or related Solicitation Response.

10. Financial Participation Prohibited

Under Section 2155.004, Texas Government Code (relating to financial participation in preparing solicitations), Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

11. Prior Disaster Relief Contract Violation

Under Sections 2155.006 and 2261.053 of the Texas Government Code (relating to convictions and penalties regarding Hurricane Rita, Hurricane Katrina, and other disasters), the Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract

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and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

12. Child Support Obligation

Under Section 231.006(d) of the Texas Family Code regarding child support, Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive the specified payment and acknowledges that the Contract may be terminated and payment may be withheld if this certification is inaccurate. If the certification is shown to be false, Contractor may be liable for additional costs and damages set out in 231.006(f).

13. Suspension and Debarment

Contractor certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the *State of Texas Debarred Vendor List* maintained by the Texas Comptroller of Public Accounts and the *System for Award Management (SAM*) maintained by the General Services Administration. This certification is made pursuant to the regulations implementing Executive Order 12549 and Executive Order 12689, Debarment and Suspension, 2 C.F.R. Part 376, and any relevant regulations promulgated by the Department or Agency funding this project. This provision shall be included in its entirety in Contractor's subcontracts, if any, if payment in whole or in part is from federal funds.

14. Excluded Parties

Contractor certifies that it is not listed in the prohibited vendors list authorized by Executive Order 13224, *"Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism,"* published by the United States Department of the Treasury, Office of Foreign Assets Control.'

15. Foreign Terrorist Organizations

Contractor represents and warrants that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization, as prohibited by Section 2252.152 of the Texas Government Code.

16. Executive Head of a State Agency

In accordance with Section 669.003 of the Texas Government Code, relating to contracting with the executive head of a state agency, Contractor certifies that it is not (1) the executive head of an HHS agency, (2) a person who at any time during the four years before the date of this Contract was the executive head of an HHS agency, or (3) a person who employs a current or former executive head of an HHS agency.

17. Human Trafficking Prohibition

Under Section 2155.0061 of the Texas Government Code, Contractor certifies that the individual or business entity named in this Contract is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

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18. Franchise Tax Status

Contractor represents and warrants that it is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171 of the Texas Tax Code.

19. Debts and Delinquencies

Contractor agrees that any payments due under this Contract shall be applied towards any debt or delinquency that is owed to the State of Texas.

20. Lobbying Prohibition

Contractor represents and warrants that payments to Contractor and Contractor's receipt of appropriated or other funds under this Contract or any related Solicitation are not prohibited by Sections 556.005, 556.0055, or 556.008 of the Texas Government Code (relating to use of appropriated money or state funds to employ or pay lobbyists, lobbying expenses, or influence legislation).

21. Buy Texas

Contractor agrees to comply with Section 2155.4441 of the Texas Government Code, requiring the purchase of products and materials produced in the State of Texas in performing service contracts.

22. Disaster Recovery Plan

Contractor agrees that upon request of System Agency, Contractor shall provide copies of its most recent business continuity and disaster recovery plans.

23. Computer Equipment Recycling Program

If this Contract is for the purchase or lease of computer equipment, then Contractor certifies that it is in compliance with Subchapter Y, Chapter 361 of the Texas Health and Safety Code related to the Computer Equipment Recycling Program and the Texas Commission on Environmental Quality rules in 30 TAC Chapter 328.

24. Television Equipment Recycling Program

If this Contract is for the purchase or lease of covered television equipment, then Contractor certifies that it is compliance with Subchapter Z, Chapter 361 of the Texas Health and Safety Code related to the Television Equipment Recycling Program.

25. Cybersecurity Training

A. Contractor represents and warrants that it will comply with the requirements of Section 2063.104 of the Texas Government Code relating to cybersecurity training and required verification of completion of the training program.

B. Contractor represents and warrants that if Contractor or Subcontractors, officers, or employees of Contractor have access to any state computer system or database, the Contractor, Subcontractors, officers, and employees of Contractor shall complete cybersecurity training pursuant to and in accordance with Government Code, Section 2063.104.

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26. Restricted Employment for Certain State Personnel

Contractor acknowledges that, pursuant to Section 572.069 of the Texas Government Code, a former state officer or employee of a state agency who during the period of state service or employment participated on behalf of a state agency in a procurement or contract negotiation involving Contractor may not accept employment from Contractor before the second anniversary of the date the Contract is signed or the procurement is terminated or withdrawn.

27. No Conflicts of Interest

A. Contractor represents and warrants that it has no actual or potential conflicts of interest in providing the requested goods or services to System Agency under this Contract or any related Solicitation and that Contractor's provision of the requested goods and/or services under this Contract and any related Solicitation will not constitute an actual or potential conflict of interest or reasonably create an appearance of impropriety.

B. Contractor agrees that, if after execution of the Contract, Contractor discovers or is made aware of a Conflict of Interest, Contractor will immediately and fully disclose such interest in writing to System Agency. In addition, Contractor will promptly and fully disclose any relationship that might be perceived or represented as a conflict after its discovery by Contractor or by System Agency as a potential conflict. System Agency reserves the right to make a final determination regarding the existence of Conflicts of Interest, and Contractor agrees to abide by System Agency's decision.

28. Fraud, Waste, and Abuse

Contractor understands that HHS does not tolerate any type of fraud, waste, or abuse. Violations of law, agency policies, or standards of ethical conduct will be investigated, and appropriate actions will be taken. Pursuant to Texas Government Code, Section 321.022, if the administrative head of a department or entity that is subject to audit by the state auditor has reasonable cause to believe that money received from the state by the department or entity or by a client or contractor of the department or entity may have been lost, misappropriated, or misused, or that other fraudulent or unlawful conduct has occurred in relation to the operation of the department or entity, the administrative head shall report the reason and basis for the belief to the Texas State Auditor's Office (SAO). All employees or contractors who have reasonable cause to believe that fraud, waste, or abuse has occurred (including misconduct by any HHS employee, Grantee officer, agent, employee, or subcontractor that would constitute fraud, waste, or abuse) are required to immediately report the questioned activity to the Health and Human Services Commission's Office of Inspector General. Contractor agrees to comply with all applicable laws, rules, regulations, and System Agency policies regarding fraud, waste, and abuse including, but not limited to, HHS Circular C-027.

A report to the SAO must be made through one of the following avenues:

- SAO Toll Free Hotline: 1-800-TX-AUDIT
- SAO website: http://sao.fraud.state.tx.us/

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All reports made to the OIG must be made through one of the following avenues:

- OIG Toll Free Hotline 1-800-436-6184
- OIG Website: ReportTexasFraud.com
- Internal Affairs Email: InternalAffairsReferral@hhsc.state.tx.us
- OIG Hotline Email: OIGFraudHotline@hhsc.state.tx.us.
- OIG Mailing Address: Office of Inspector General
  Attn: Fraud Hotline
  MC 1300
  P.O. Box 85200
  Austin, Texas 78708-5200

29. Antitrust

The undersigned affirms under penalty of perjury of the laws of the State of Texas that:

A. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

B. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any federal antitrust law; and

C. neither I nor any representative of the Contractor has directly or indirectly communicated any of the contents of this Contract and any related Solicitation Response to a competitor of the Contractor or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Contractor.

30. Legal and Regulatory Actions

Contractor represents and warrants that it is not aware of and has received no notice of any court or governmental agency proceeding, investigation, or other action pending or threatened against Contractor or any of the individuals or entities included in numbered paragraph 1 of these Contract Affirmations within the five (5) calendar years immediately preceding execution of this Contract or the submission of any related Solicitation Response that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. If Contractor is unable to make the preceding representation and warranty, then Contractor instead represents and warrants that it has provided to System Agency a complete, detailed disclosure of any such court or governmental agency proceeding, investigation, or other action that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. In addition, Contractor acknowledges this is a continuing disclosure requirement. Contractor represents and warrants that Contractor shall notify System Agency in writing within five (5) business days of any changes to the representations or warranties in this clause and understands that failure to so timely update System Agency shall constitute breach of contract and may result in immediate contract termination.

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31. No Felony Criminal Convictions

Contractor represents that neither Contractor nor any of its employees, agents, or representatives, including any subcontractors and employees, agents, or representative of such subcontractors, have been convicted of a felony criminal offense or that if such a conviction has occurred Contractor has fully advised System Agency in writing of the facts and circumstances surrounding the convictions.

32. Unfair Business Practices

Contractor represents and warrants that it has not been the subject of allegations of Deceptive Trade Practices violations under Chapter 17 of the Texas Business and Commerce Code, or allegations of any unfair business practice in any administrative hearing or court suit and that Contractor has not been found to be liable for such practices in such proceedings. Contractor certifies that it has no officers who have served as officers of other entities who have been the subject of allegations of Deceptive Trade Practices violations or allegations of any unfair business practices in an administrative hearing or court suit and that such officers have not been found to be liable for such practices in such proceedings**.**

33. Entities that Boycott Israel

Contractor represents and warrants that (1) it does not, and shall not for the duration of the Contract, boycott Israel or (2) the verification required by Section 2271.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

34. E-Verify

Contractor certifies that for contracts for services, Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system during the term of this Contract to determine the eligibility of:

1. all persons employed by Contractor to perform duties within Texas; and
2. all persons, including subcontractors, assigned by Contractor to perform work pursuant to this Contract within the United States of America.

35. Former Agency Employees – Certain Contracts

If this Contract is an employment contract, a professional services contract under Chapter 2254 of the Texas Government Code, or a consulting services contract under Chapter 2254 of the Texas Government Code, in accordance with Section 2252.901 of the Texas Government Code, Contractor represents and warrants that neither Contractor nor any of Contractor's employees including, but not limited to, those authorized to provide services under the Contract, were former employees of an HHS Agency during the twelve (12) month period immediately prior to the date of the execution of the Contract.

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36. Disclosure of Prior State Employment – Consulting Services

If this Contract is for consulting services,

A. In accordance with Section 2254.033 of the Texas Government Code, a Contractor providing consulting services who has been employed by, or employs an individual who has been employed by, System Agency or another State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services must disclose the following information in its offer to provide services. Contractor hereby certifies that this information was provided and remains true, correct, and complete:

   1. Name of individual(s) (Contractor or employee(s));
   2. Status;
   3. The nature of the previous employment with HHSC or the other State of Texas agency;
   4. The date the employment was terminated and the reason for the termination; and
   5. The annual rate of compensation for the employment at the time of its termination.

B. If no information was provided in response to Section A above, Contractor certifies that neither Contractor nor any individual employed by Contractor was employed by System Agency or any other State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services.

37. Abortion Funding Limitation

Contractor understands, acknowledges, and agrees that, pursuant to Article IX of the General Appropriations Act (the Act), to the extent allowed by federal and state law, money appropriated by the Texas Legislature may not be distributed to any individual or entity that, during the period for which funds are appropriated under the Act:

1. performs an abortion procedure that is not reimbursable under the state's Medicaid program;
2. is commonly owned, managed, or controlled by an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program; or
3. is a franchise or affiliate of an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program.

The provision does not apply to a hospital licensed under Chapter 241, Health and Safety Code, or an office exempt under Section 245.004(a)(2), Health and Safety Code. Contractor represents and warrants that it is not ineligible, nor will it be ineligible during the term of this Contract, to receive appropriated funding pursuant to Article IX.

38. Funding Eligibility

Contractor understands, acknowledges, and agrees that, pursuant to Chapter 2273 of the Texas Government Code, except as exempted under that Chapter, HHSC cannot (1) contract with (a) an abortion provider or an affiliate of an abortion provider; or (b) an abortion assistance entity for the purpose of providing an abortion or abortion assistance;

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or (2) contract or appropriate or spend money to provide any person logistical support for the express purpose of assisting a woman with procuring an abortion or the services of an abortion provider. Respondent certifies that it is not ineligible to contract with System Agency under the terms of Chapter 2273 of the Texas Government Code and certifies that the contract is not a taxpayer resource transaction, appropriation, or expenditure of money prohibited by Chapter 2273 of the Texas Government Code.

39. Gender Transitioning and Gender Reassignment Procedures and Treatments for Certain Children – Prohibited Use of Public Money; Prohibited State Health Plan Reimbursement.

Contractor understands, acknowledges, and agrees that, pursuant to Section 161.704 of the Texas Health and Safety Code (eff. Sept. 1, 2023), public money may not directly or indirectly be used, granted, paid, or distributed to any health care provider, medical school, hospital, physician, or any other entity, organization, or individual that provides or facilitates the provision of a procedure or treatment to a child that is prohibited under Section 161.702 of the Texas Health and Safety Code. Contractor also understands, acknowledges, and agrees that, pursuant to Section 161.705 of the Texas Health and Safety Code (eff. Sept. 1, 2023), HHSC may not provide Medicaid reimbursement and the child health plan program established under Chapter 62 may not provide reimbursement to a physician or health care provider for provision of a procedure or treatment to a child that is prohibited under Section 161.702 of the Texas Health and Safety Code. Contractor certifies that it is not ineligible to contract with System Agency under the terms of Chapter 161, Subchapter Y, of the Texas Health and Safety Code.

40. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment (2 CFR 200.216)

Contractor certifies that the individual or business entity named in this Response or Contract is not ineligible to receive the specified Contract or funding pursuant to 2 CFR 200.216.

41. COVID-19 Vaccine Passports

Pursuant to Texas Health and Safety Code, Section 161.0085(c), Contractor certifies that it does not require its customers to provide any documentation certifying the customer's COVID-19 vaccination or post-transmission recovery on entry to, to gain access to, or to receive service from the Contractor's business. Contractor acknowledges that such a vaccine or recovery requirement would make Contractor ineligible for a state-funded contract.

42. Entities that Boycott Energy Companies

Pursuant to Section 2276.002 of the Texas Government Code (relating to prohibition on contracts with companies boycotting certain energy companies), Contractor represents and warrants that: (1) it does not, and will not for the duration of the Contract, boycott energy companies or (2) the verification required by Section 2276.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this

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provision change during the course of the Contract, Contractor shall promptly notify System Agency.

43. Entities that Discriminate Against Firearm and Ammunition Industries

In accordance with Senate Bill 19, Acts 2021, 87th Leg., R.S., pursuant to Section 2274.002 of the Texas Government Code (relating to prohibition on contracts with companies that discriminate against firearm and ammunition industries), Contractor verifies that: (1) it does not, and will not for the duration of the Contract, have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association or (2) the verification required by Section 2274.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

44. Security Controls for State Agency Data

In accordance with Senate Bill 475, Acts 2021, 87th Leg., R.S., pursuant to Texas Government Code, Section 2054.138, Contractor understands, acknowledges, and agrees that if, pursuant to this Contract, Contractor is or will be authorized to access, transmit, use, or store data for System Agency, Contractor is required to meet the security controls the System Agency determines are proportionate with System Agency's risk under the Contract based on the sensitivity of System Agency's data and that Contractor must periodically provide to System Agency evidence that Contractor meets the security controls required under the Contract.

45. Cloud Computing State Risk and Authorization Management Program (TX-RAMP)

Pursuant to Texas Government Code, Section 2063.408, Contractor acknowledges and agrees that, if providing cloud computing services for System Agency, Contractor must comply with the requirements of the state risk and authorization management program and that System Agency may not enter or renew a contract with Contractor to purchase cloud computing services for the agency that are subject to the state risk and authorization management program unless Contractor demonstrates compliance with program requirements. If providing cloud computing services for System Agency that are subject to the state risk and authorization management program, Contractor certifies it will maintain program compliance and certification throughout the term of the Contract.

46. Contract for Professional Services of Physicians, Optometrists, and Registered Nurses

In accordance with Senate Bill 799, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2254.008(a)(2) is applicable to this Contract, Contractor affirms that it possesses the necessary occupational licenses and experience.

47. Foreign-Owned Companies in Connection with Critical Infrastructure

If Texas Government Code, Section 2275.0102(a)(1) (relating to prohibition on contracts with certain foreign-owned companies in connection with critical infrastructure) is applicable to this Contract, pursuant to Government Code Section 2275.0102, Contractor certifies that neither it nor its parent company, nor any affiliate of Contractor or its parent company, is: (1) majority owned or controlled by citizens or governmental entities of

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China, Iran, North Korea, Russia, or any other country designated by the Governor under Government Code Section 2275.0103 or (2) headquartered in any of those countries.

48. Critical Infrastructure Subcontracts

For purposes of this Paragraph, the designated countries are China, Iran, North Korea, Russia, and any countries lawfully designated by the Governor as a threat to critical infrastructure. Pursuant to Section 117.002 of the Business and Commerce Code, Contractor shall not enter into a subcontract that will provide direct or remote access to or control of critical infrastructure, as defined by Section 117.001 of the Texas Business and Commerce Code, in this state, other than access specifically allowed for product warranty and support purposes to any subcontractor unless (i) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is majority owned or controlled by citizens or governmental entities of a designated country; and (ii) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is headquartered in a designated country. Contractor will notify the System Agency before entering into any subcontract that will provide direct or remote access to or control of critical infrastructure, as defined by Section 117.001 of the Texas Business & Commerce Code, in this state.

49. Enforcement of Certain Federal Firearms Laws Prohibited

In accordance with House Bill 957, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2.101 is applicable to Contractor, Contractor certifies that it is not ineligible to receive state grant funds pursuant to Texas Government Code, Section 2.103.

50. Prohibition on Abortions

Contractor understands, acknowledges, and agrees that, pursuant to Article II of the General Appropriations Act, (1) no funds shall be used to pay the direct or indirect costs (including marketing, overhead, rent, phones, and utilities) of abortion procedures provided by contractors of HHSC; and (2) no funds appropriated for Medicaid Family Planning, Healthy Texas Women Program, or the Family Planning Program shall be distributed to individuals or entities that perform elective abortion procedures or that contract with or provide funds to individuals or entities for the performance of elective abortion procedures. Contractor represents and warrants that it is not ineligible, nor will it be ineligible during the term of this Contract, to receive appropriated funding pursuant to Article II.

51. Hardening of State Government

Pursuant to Executive Order GA-48, relating to hardening of state government, issued November 19, 2024, Contractor certifies it is not and, if applicable, any of its holding companies or subsidiaries is not:

a. Listed in Section 889 of the 2019 National Defense Authorization Act (NDAA); or

b. Listed in Section 1260H of the 2021 NDAA; or

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c. Owned by the government of a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4; or

d. Controlled by any governing or regulatory body located in a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4.

52. Artificial Intelligence Disclosure.

Contractor certifies that it has disclosed in writing to System Agency each artificial intelligence system it may use to complete any deliverable or a portion of any deliverable under the Contract. "Artificial intelligence system" means a machine-based system that for explicit or implicit objectives infers from provided information a method to generate outputs, such as predictions, content, recommendations, or decisions, to influence a physical or virtual environment with varying levels of autonomy and adaptiveness after deployment. Contractor promises not to use an artificial intelligence system to perform the Contract without the prior written consent of System Agency.

53. Surveillance, Intimidation, and Related Acts.

Contractor certifies that it (and its subcontractors) have not, and if awarded a contract, will not, either directly or indirectly through a third party, engage in surveillance targeting or engage in an act of intimidation, coercion, extortion, undue influence, or other similar conduct intended to influence, silence, or retaliate against:

(1) a member of the state legislature or person employed to support the state legislature in any capacity;

(2) a family member of a person described by (1);

(3) a state agency employee; or

(4) an individual making a complaint or raising concerns regarding state agency operations or contracting.

Contractor certifies that it and its subcontractors have not, and if awarded a contract will not, either directly or indirectly through a third party, use private or confidential information to manipulate or influence a state contracting decision or proceeding. Contractor acknowledges that it, its executives and directors, and other associated entities and individuals could be terminated, barred from state contracts, and penalized up to $2 million for a violation of Government Code, Section 2261.302.

54. False Representation

Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

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55. False Statements

Contractor represents and warrants that all statements and information prepared and submitted by Contractor in this Contract and any related Solicitation Response are current, complete, true, and accurate. Contractor acknowledges any false statement or material misrepresentation made by Contractor during the performance of this Contract or any related Solicitation is a material breach of contract and may void this Contract. Further, Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

56. Permits and License

Contractor represents and warrants that it will comply with all applicable laws and maintain all permits and licenses required by applicable city, county, state, and federal rules, regulations, statutes, codes, and other laws that pertain to this Contract.

57. Equal Employment Opportunity

Contractor represents and warrants its compliance with all applicable duly enacted state and federal laws governing equal employment opportunities.

58. Federal Occupational Safety and Health Law

Contractor represents and warrants that all articles and services shall meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Act of 1970, as amended (29 U.S.C. Chapter 15).

59. Signature Authority

Contractor represents and warrants that the individual signing this Contract Affirmations document is authorized to sign on behalf of Contractor and to bind the Contractor.

Signature Page Follows

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Authorized representative on behalf of Contractor must complete and sign the following:

Tarrant County

Legal Name of Contractor

Assumed Business Name of Contractor, if applicable (d/b/a or 'doing business as')

Texas County(s) for Assumed Business Name (d/b/a or 'doing business as')
Attach Assumed Name Certificate(s) filed with the Texas Secretary of State and Assumed Name Certificate(s), if any, for each Texas County Where Assumed Name Certificate(s) has been filed.

Signature of Authorized Representative	**Date Signed**
Honorable Tim O'Hare, County Judge	County Judge
Printed Name of Authorized Representative First, Middle Name or Initial, and Last Name	**Title of Authorized Representative**
100 E. Weatherford St.	Fort Worth, TX 76196-0103
Physical Street Address	**City, State, Zip Code**
Mailing Address, if different	**City, State, Zip Code**
817-884-1040	N/A
Phone Number	**Fax Number**
countyjudgegrants@tarrantcountytx.gov	68365220
Email Address	**DUNS Number**
75-6001170	17560011706
Federal Employer Identification Number	**Texas Identification Number (TIN)**
N/A	N/A
Texas Franchise Tax Number	**Texas Secretary of State Filing Number**
DBH1UNN8U5J3	
SAM.gov Unique Entity Identifier (UEI)	

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TEXAS Health and Human Services | Texas Department of State Health Services

Fiscal Federal Funding Accountability and Transparency Act (FFATA)

The certifications enumerated below represent material facts upon which DSHS relies when reporting information to the federal government required under federal law. If the Department later determines that the Contractor knowingly rendered an erroneous certification, DSHS may pursue all available remedies in accordance with Texas and U.S. law. Signor further agrees that it will provide immediate written notice to DSHS if at any time Signor learns that any of the certifications provided for below were erroneous when submitted or have since become erroneous by reason of changed circumstances. ***If the Signor cannot certify all of the statements contained in this section, Signor must provide written notice to DSHS detailing which of the below statements it cannot certify and why*.**

Legal Name of Contractor:	**FFATA Contact: (Name, Email and Phone Number):**
Tarrant County	Tim O'Hare, countyjudgegrants@tarrantcountytx.gov 817-884-1040
Primary Address of Contractor:	**Zip Code: 9-digits required www.usps.com**
100 E. Weatherford St., Fort Worth, TX	76196-0103
Unique Entity ID (UEI): This number replaces the DUNS www.sam.gov	**State of Texas Comptroller Vendor Identification Number (VIN) – 14 digits:**
DBH1UNN8U5J3	17560011706006

Printed Name of Authorized Representative:	**Signature of Authorized Representative**
Honorable Tim O'Hare, County Judge	
Title of Authorized Representative	**Date Signed**
County Judge	

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Fiscal Federal Funding Accountability and Transparency Act (FFATA) CERTIFICATION

As the duly authorized representative (Signor) of the Contractor, I hereby certify that the statements made by me in this certification form are true, complete, and correct to the best of my knowledge.

Did your organization have a gross income, from all sources, of less than $300,000 in your previous tax year? Yes ☐ No ☑

If your answer is "Yes", skip questions "A", "B", and "C" and finish the certification. If your answer is "No", answer questions "A" and "B".

A. Certification Regarding % of Annual Gross from Federal Awards.
Did your organization receive 80% or more of its annual gross revenue from federal awards during the preceding fiscal year? Yes ☐ No ☑

B. Certification Regarding Amount of Annual Gross from Federal Awards.
Did your organization receive $25 million or more in annual gross revenues from federal awards in the preceding fiscal year? Yes ☑ No ☐

If your answer is "Yes" to both question "A" and "B", you must answer question "C".
If your answer is "No" to either question "A" or "B", skip question "C" and finish the certification.

C. Certification Regarding Public Access to Compensation Information.
Does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? Yes ☐ No ☐

If your answer is "Yes" to this question, where can this information be accessed?

N/A

If your answer is "No" to this question, you must provide the names and total compensation of the top five highly compensated officers below.

Provide compensation information here:

N/A

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TEXAS Health and Human Services

Texas HHS Indirect Cost Rate Group
https://ithhs.my.salesforce-sites.com/TXHHSICRGLandingPage

DATE: February 3, 2026

Texas Identification Number: 17560011706
CONTACT NAME: Juanita Mendoza, Grants Manager
GRANTEE: Tarrant County
ADDRESS: 100 E Weatherford St. #506, Fort Worth TX 76196 -0301

The indirect cost rate(s) contained herein are for use on grants with Federal, State, or both governments to which 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards or the State of Texas Uniform Grant Management Standards apply, subject to the limitations contained in the sections below.

SECTION 1: HHS SYSTEMS ISSUED RATE(S)

HHS System Issued Rate

Rate Type	RATE PERIOD Start Date	End Date	Rate*	Rate Base	Applicable To	Next Proposal Due
Fixed with Carry-forward	Oct 1, 2025	Sep 30, 2026	36.41% Restricted ** 36.60% Unrestricted	Direct Salaries	Health Department	Aug 31, 2026

*If the indirect cost rate for the next fiscal year is not approved prior to the start of the next fiscal year use this rate as a billing rate until a new rate is established. This exception shall not exceed one year from the End Date shown above. ICR Proposals must be submitted within the above timelines to continue recovering indirect costs. Extensions to these dates must be approved by the Indirect Cost Rate Group for extenuating circumstances that may occur.

**The Restricted rate is applicable to US HHS grant awards and subawards. US HHS grant awards and subawards are subject to salary cap limitation which is reflected in the restricted rate. The Unrestricted rate is applicable to non-US HHS grant awards and subawards.

Rate Base Details

Direct Salaries means total direct salaries and wages, excluding fringe benefits. The rate applies to all programs administered by the non-federal entity. To determine the amount of indirect costs to be billed under this agreement, direct salaries and wages should be summed and multiplied by the rate. All other program costs, including fringe benefits associated with direct salaries, should be eliminated.

SECTION 2: ACCOUNTING TREATMENT OF FRINGE BENEFITS COST

Accounting Methods

Fringe Benefit Rate:	N/A
Fringe Benefits:	Vacation, Sick pay, F.I.C.A, Retirements, Health and Life Insurance, Worker's Compensation, car, mobile phone and uniform allowance meals, clothing, adoption assistance, tuition reimbursement, longevity, premium pays, (I.e... shift, field training, etc. certification pay, juvenile supplement pay, flexible spending account, health saving accounts and employee assistance programs.
Paid Absences:	Vacation, Holiday and Sick leave is claimed on Grants, contracts and on other agreements as part of the normal costs for salaries and wedges. Separate claims made for the costs of these paid absences.

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SECTION 3: Deadlines for Proposal Submissions

Your FY2027Fixed with Carry-forward ICR proposal with the FY2025carry-forward adjustment must be submitted via the ICRG Landing Page no later than August 31, 2026
Please provide your FY 2025 audit report* along with the ICR Proposal Packet. Select the "Submit ICR Proposal" option to upload all required documents. The proposal packet must be submitted on the HHS Indirect Cost Rate Group approved ICR Proposal Packet templates. Select "Technical Assistance" to request copies of the approved templates.

*Your audit should include a Schedule of Indirect Costs. The Schedule of Indirect Costs must show the incurred expenses versus the recovered expenses for the carry-forward calculation. Please see the enclosed example.

SECTION 4: KEY GUIDELINES AND CONDITIONS

A. LIMITATIONS: Use of the rate(s) contained in the Agreement is subject to all statutory or administrative limitations and is applicable to a given Federal award or contract only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated upon the following conditions: (1) that no costs other than those incurred by the grantee were included in its indirect cost pool as finally accepted and that such incurred costs are legal obligations of the grantee and allowable under the governing cost principles, (*See* 2 CFR 200, Subpart E); (2) Unallowable costs have been adjusted appropriately when allocating costs identified in the proposal; (3) that the same costs that have been treated as indirect costs have not been claimed as direct costs; (4) that similar types of costs have been accorded consistent treatment; and (5) that the information provided by the grantee which was used as a basis for acceptance of the rate(s) agreed to herein is not subsequently found to be materially inaccurate; (6) that a restricted rate or limit to the indirect cost rate or amount is not required under the enabling statute or by the cognizant federal agency; (7) indirect costs may only be recovered to the extent direct costs were incurred; and (8) the rates cited in this Agreement may be subject to audit. Indirect cost elements and the type of distribution base used in computing the rates are subject to revision when a final rate is negotiated to settle the provisional rate or if unusual circumstances affect the negotiated predetermined rate. In such situations, the rate(s) may be subject to renegotiation at the discretion of the cognizant agency.

B. CHANGES IMPACTING THE INDIRECT COST RATE PROPOSAL: This agreement is based on the organizational structure and the accounting methodology purported by the grantee to be in effect during the Agreement period. Changes which affect the amount of reimbursement resulting from the use of this Agreement require prior approval from the cognizant organization. Failure to obtain approval may result in subsequent cost disallowance. To notify us of organizational changes which impact the indirect cost rate, please submit a Technical Assistance request at the Landing Page referenced in Section 3 of this agreement.

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C. **NOTIFICATION TO FEDERAL AND STATE AGENCIES:** A copy of this document may be provided by the grantee to other Federal or State funding sources as a means of notifying them of the Agreement contained herein.

D. **APPLICATION OF INDIRECT COST RATE TO EXISTING GRANTS**: Indirect costs charged to a grant by means other than the rate(s) cited in this Agreement should be adjusted to the applicable rate cited herein.

E. **GOVERNMENT COMMISSIONS** (REGIONAL PLANNING COMMISSIONS, COUNCILS OF GOVERNMENT, ETC): Title 12 of Texas Local Government Code §391.0115(e) limits your organization's indirect costs to 15% or less of your organization's total expenditures, not including capital expenditures, subcontracts, subawards, and pass-through expense.

SECTION 5: RATE TYPE DEFINITIONS

A. **Fixed Carry-forward and Adjustments:** A fixed carry-forward rate means an indirect cost rate which has the same characteristics as a predetermined rate, except that the difference between the estimated costs and the actual, allowable costs of the period covered by the rate is carried forward as an adjustment to the rate computation of a subsequent period. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

SECTION 6. ACCEPTANCE OF AGREEMENT

GRANTEE	COGNIZANT AGENCY
Tarrant County	Texas Health and Human Services Commission
Grantee Name	**Agency Name**
Kimberly M. Buchanan Title County Auditor	Ariana Torres, Federal Funds Deputy Director
Name of Grantee Signature Authority	**Name of Agency Signature Authority**
Kimberly M. Buchanan Digitally signed by Kimberly M. Buchanan Date: 2026.02.03 13:57:06 -06'00'	Digitally signed by Ariana Torres Date: 2026.02.03 11:00:30 -06'00'
Grantee Signature	**Agency Signature**

Certificate Of Completion

Envelope Id: 97A7CC7A-2C52-44D5-A8C5-7407055EFE0D
Status: Sent
Subject: Please Docusign: HHS001546100004-A2-Tarrant County-HIV/LHD TEST.pdf
Source Envelope:
Document Pages: 37
Signatures: 0
Certificate Pages: 2
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-06:00) Central Time (US & Canada)

Envelope Originator:
CMS Internal Routing Mailbox
11493 Sunset Hills Road
#100
Reston, VA 20190
CMS.InternalRouting@dshs.texas.gov
IP Address: 167.137.1.10

Record Tracking

Status: Original
4/27/2026 2:29:28 PM
Holder: CMS Internal Routing Mailbox
CMS.InternalRouting@dshs.texas.gov
Location: DocuSign

Signer Events	Signature	Timestamp
Honorable Tim O'Hare, County Judge countyjudgegrants@tarrantcountytx.gov County Judge Tarrant County Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		Sent: 4/27/2026 3:33:59 PM Viewed: 4/27/2026 3:49:17 PM
Helen Whittington helen.whittington@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Patty Melchior Patty.Melchior@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Christy Havel Burton christy.havelburton@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Alicia Wells Alicia.Wells2@dshs.texas.gov Complex Procurement Specialist Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/27/2026 3:34:00 PM
Brittany Drake bndrake@tarrantcountytx.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/27/2026 3:33:59 PM Viewed: 4/27/2026 3:34:39 PM
CMS Inbox cmucontracts@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/27/2026 3:34:00 PM

Payment Events	Status	Timestamps

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 34
Department: Public Health	**Prepared By:** Gary Collins, Contract Specialist	**Approved By:** Amanda Campbell

SUBJECT:

Consideration of Amendment No. 3 to the Public Health Region 2/3 National Syndromic Surveillance Grant Agreement with the Texas Department of State of Health Services to Receive Fiscal Year 2027 Funding for the Tarrant County Public Health North Texas Syndromic Surveillance Program

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 3 to the Public Health Region (PHR) 2/3 National Syndromic Surveillance Grant Agreement, Contract #HHS001452400001, with the Texas Department of State Health Services (DSHS) to receive FY 2027 funding for the Tarrant County Public Health (TCPH) North Texas Syndromic Surveillance (NTXSS) Program.

BACKGROUND

The TCPH NTXSS Program includes near real-time data on emergency department (ED) visits and emergency medical services (EMS) responses. Hospitals are required to submit syndromic surveillance data to public health under the Centers for Medicare & Medicaid Services (CMS), Promoting Interoperability Program. Syndromic surveillance provides public health officials with a timely system for detecting, understanding, and monitoring health events. By tracking symptoms of patients during ED visits, before a diagnosis is confirmed, public health can detect unusual levels of illness and determine whether a response is warranted. Syndromic surveillance data serves as an early warning system for public health concerns.

This PHR 2/3 National Syndromic Surveillance grant agreement allows TCPH, as part of the NTXSS Program, to submit data to the state syndromic surveillance system, assess and control the quality of the data, recruit new hospitals, maintain the Electronic Surveillance System for the Early Notification of Community-based Epidemics (ESSENCE), and train the users in PHR 2/3 to better use syndromic surveillance for outbreak detection and situational awareness.

On July 16, 2024, the Commissioners Court, through Court Order #143496, approved the grant agreement for a not-to-exceed amount of $240,000.00. The term of the grant agreement was August 1, 2024, through July 31, 2025.

On May 20, 2025, the Commissioners Court, through Court Order #145219, approved Amendment No. 1, to the grant agreement for a not-to-exceed amount of $240,000.00. The term of the grant agreement was August 1, 2025, through July 31, 2026.

On January 13, 2026, the Commissioners Court, through Court Order #146552, approved Amendment No. 2, which updated reporting requirements.

With the approval of Amendment No. 3, DSHS will provide FY27 grant funding for a not-to-exceed amount of $240,000.00. The grant term will be August 1, 2026, through July 31, 2027, with no remaining renewal options.

The District Attorney's Office has approved this document as to form.

FISCAL IMPACT

The grant award is $240,000.00.
This grant does not require a match.
Indirect cost is allowed and has been added to the budget.
There is no operating subsidy for this grant.
All associated costs to be paid from Grant-2004 / F0081-2027 / DSHS-North Texas Syndromic Surveillance Program / 5100016000 / Health Informatics

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Contract_F0081-2027_HHS001452400001_A3_Syndromic Surveillance_Tarrant_County.pdf

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DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS001452400001
AMENDMENT NO. 3

The **DEPARTMENT OF STATE HEALTH SERVICES** ("System Agency" or "DSHS") and **TARRANT COUNTY** ("Grantee"), collectively referred to as the "Parties," to that certain Public Health Region (PHR) 2/3 National Syndromic Surveillance Grant Agreement, effective August 1, 2024, and denominated DSHS Contract No. HHS001452400001 ("Contract"), as amended, now desire to further amend the Contract.

WHEREAS, the Parties desire to extend the term of the Contract to exercise the second of two available one-year extension options;

WHEREAS, the Parties desire to add funds to the Contract for Fiscal Year (FY) 2027, and revise the Budget accordingly; and

WHEREAS, the Parties desire to revise certain terms for compliance with applicable law and DSHS policy.

NOW, THEREFORE, the Parties amend and modify the Contract as follows:

1. **SECTION III**, **DURATION**, of the Contract is amended to reflect a revised termination date of **July 31, 2027**. There are no remaining renewals available.

2. **SECTION V**, **BUDGET**, of the Contract is amended to add $240,000.00 to the Contract for FY 2027 (defined as August 1, 2026 through July 31, 2027). The total not to exceed amount of this Grant Agreement is increased to $720,000.00.

3. **SECTION VI**, **REPORTING REQUIREMENTS**, of the Contract is supplemented with the addition of the following:

   Grantee shall submit the reports for FY 2027, as identified in the table below, and as outlined in **ATTACHMENT A.3, FY2027 STATEMENT OF WORK**, by the due dates and submission methods specified therein. DSHS may add contractual requirements and revise reporting due dates throughout the term of this Grant Agreement to comply with modifications made to the federal grant award.

Report	Frequency	Due Date and Submission Location	System Agency Email Addresses to Submit Report
Financial Status Report – Biannually (See **SECTION I(K)**, of **ATTACHMENT A.3,**	The last business day of the month following the end of the second Project FY quarter AND thirty (30) days following the fourth Project FY quarter.	February 27, 2027 August 31, 2027	invoices@dshs.texas.gov; fsrgrants@dshs.texas.gov; and the System Agency Contract Representative identified in **SECTION VII, CONTRACT**

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FY2027 STATEMENT OF WORK)			**REPRESENTATIVES**, of this Grant Agreement
State of Texas Purchase Voucher (B-13 and B-13 A forms) for Reimbursement – Monthly (See **SECTION IV(A)**, of **ATTACHMENT A.3, FY2027 STATEMENT OF WORK)**	The last business day of the month following the month in which expenses were incurred AND thirty (30) calendar days following the expiration date of the Grant Agreement.	September 30, 2026 October 31, 2026 November 28, 2026 December 31, 2026 January 30, 2027 February 27, 2027 March 31, 2027 April 30, 2027 May 29, 2027 June 30, 2027 July 31, 2027 August 31, 2027	invoices@dshs.texas.gov; CMSinvoices@dshs.texas.gov; and the System Agency Contract Representative identified in **SECTION VII, CONTRACT REPRESENTATIVES**, of this Grant Agreement
Onboarding Entities' DUAs – Annually (See **SECTION I(B)** of **ATTACHMENT A.3, FY2027 STATEMENT OF WORK)**	Once per Project FY on the last business day of the Project FY.	July 31, 2027	syndromic.surveillance@dshs.texas.gov; and the System Agency Contract Representative identified in **SECTION VII, CONTRACT REPRESENTATIVES**, of this Grant Agreement
Data Quality Report – Annually (See **SECTION I(C)** of **ATTACHMENT A.3, FY2027 STATEMENT OF WORK)**	Once per Project FY on the last business day of the Project FY.	July 31, 2027	syndromic.surveillance@dshs.texas.gov; and the System Agency Contract Representative identified in **SECTION VII, CONTRACT REPRESENTATIVES**, of this Grant Agreement
InductiveHealth/JHU User Group – Monthly (See **SECTION I(D)** of **ATTACHMENT A.3, FY2027 STATEMENT OF WORK)**	Once per Project FY on the last business day of the Project FY.	July 31, 2027	syndromic.surveillance@dshs.texas.gov; and the System Agency Contract Representative identified in **SECTION VII, CONTRACT REPRESENTATIVES**, of this Grant Agreement
Texas Syndromic Surveillance (TxS2) user forum - Bimonthly (See **SECTION I(D)** of **ATTACHMENT A.3, FY2027 STATEMENT OF WORK)**	Once per Project FY on the last business day of the Project FY.	July 31, 2027	syndromic.surveillance@dshs.texas.gov; and the System Agency Contract Representative identified in **SECTION VII, CONTRACT REPRESENTATIVES**, of this Grant Agreement
NSSP Community of Practice Call - Attendance List – Quarterly (See **SECTION I(E)** of **ATTACHMENT A.3, FY2027 STATEMENT OF WORK)**	The last business day of the month of each Project FY quarter.	October 31, 2026 January 30, 2027 April 30, 2027 July 31, 2027	syndromic.surveillance@dshs.texas.gov; and the System Agency Contract Representative identified in **SECTION VII, CONTRACT REPRESENTATIVES**, of this Grant Agreement
Jurisdictional Validation form	Once per Project FY on the last business day of the Project FY.	July 31, 2027	syndromic.surveillance@dshs.texas.gov; and the System Agency Contract Representative identified in **SECTION VII,**

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(See **SECTION I(E)** of **ATTACHMENT A.3, FY2027 STATEMENT OF WORK**)			**CONTRACT REPRESENTATIVES**, of this Grant Agreement
CSTE's Syndromic Surveillance Symposium - Attendance List – Annually (See **SECTION I(F)** of **ATTACHMENT A.3, FY2027 STATEMENT OF WORK**)	Once per Project FY on the last business day of the Project FY.	July 31, 2027	syndromic.surveillance@dshs.texas.gov; and the System Agency Contract Representative identified in **SECTION VII, CONTRACT REPRESENTATIVES**, of this Grant Agreement
Webinar Attendance Report – Annually (See **SECTION I(G)** of **ATTACHMENT A.3, FY2027 STATEMENT OF WORK**)	Once per Project FY on the last business day of the Project FY.	July 31, 2027	syndromic.surveillance@dshs.texas.gov; and the System Agency Contract Representative identified in **SECTION VII, CONTRACT REPRESENTATIVES**, of this Grant Agreement

4. **ATTACHMENT A.2, FY2026 STATEMENT OF WORK**, of the Contract is supplemented to add **ATTACHMENT A.3, FY2027 STATEMENT OF WORK**, which is attached to this Amendment No. 3 and incorporated and made part of the Contract for all purposes.

5. **ATTACHMENT B.1**, **FY2026 BUDGET**, of the Contract is deleted in its entirety and replaced with **ATTACHMENT B.2, FY2027 BUDGET**, which is attached to this Amendment No. 3 and incorporated and made part of the Contract for all purposes.

6. **ATTACHMENT C.1**, **HHS CONTRACT AFFIRMATIONS, VERSION 2.5**, of the Contract is deleted in its entirety and replaced with **ATTACHMENT C.2, HHS CONTRACT AFFIRMATIONS, VERSION 2.9**, which is attached to this Amendment No. 3 and incorporated and made part of the Contract for all purposes.

7. **ATTACHMENTS H** and **F.1**, **FISCAL FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) CERTIFICATION FORM**, of the Contract are supplemented to add **ATTACHMENT H.3, FISCAL FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) CERTIFICATION FORM**, which is attached to this Amendment No. 3 and incorporated and made part of the Contract for all purposes.

8. **ATTACHMENT I**, **INDIRECT COST RATE AGREEMENT LETTER**, of the Contract is supplemented to add **ATTACHMENT I.1, INDIRECT COST RATE AGREEMENT LETTER**, which is attached to this Amendment No. 3 and incorporated into the Contract for all purposes.

9. This Amendment is effective immediately upon execution by the last party to sign below. Operations and funding for Fiscal Year 2027 begin on August 1, 2026. Except as modified by this Amendment, all existing terms of the Contract, including the current Statement of

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Work, shall remain in full force and effect until and unless modified by written agreement of the Parties.

10. Except as amended and modified by this Amendment No. 3, all terms and conditions of the Contract, as amended, shall remain in full force and effect.

11. Any further revisions to the Contract shall be by written agreement of the Parties.

12. Each Party represents and warrants that the person executing this Amendment No. 3 on its behalf has full power and authority to enter into this Amendment.

SIGNATURE PAGE FOLLOWS

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SIGNATURE PAGE FOR AMENDMENT NO. 3
DEPARTMENT OF STATE HEALTH SERVICES CONTRACT NO. HHS001452400001

DEPARTMENT OF STATE HEALTH SERVICES	**TARRANT COUNTY**
By:_____	By: See Separate Electronic Signature Page
Name: _____	Name: Judge Tim O'Hare
Title: _____	Title: County Judge
Date of Execution: _____	Date of Execution: _____

THE FOLLOWING ATTACHMENTS ARE ATTACHED TO THIS AMENDMENT NO. 1 AND INCORPORATED AS PART OF THE CONTRACT:

ATTACHMENT A.3 - FY2027 STATEMENT OF WORK
ATTACHMENT B.2 - FY2027 BUDGET
ATTACHMENT C.2 - HHS CONTRACT AFFIRMATIONS, VERSION 2.9
ATTACHMENT H.3 - FISCAL FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) CERTIFICATION FORM
ATTACHMENT I.1 - INDIRECT COST RATE AGREEMENT LETTER

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ATTACHMENT A.3
FY2027 STATEMENT OF WORK

I. GRANTEE RESPONSIBILITIES

Grantee will:

A. Provide support to facilities located in the following Texas counties: **Archer, Baylor, Brown, Callahan, Clay, Coleman, Collin, Comanche, Cooke, Cottle, Dallas, Denton, Eastland, Ellis, Erath, Fannin, Fisher, Foard, Grayson, Hardeman, Haskell, Hood, Hunt, Jack, Johnson, Jones, Kaufman, Kent, Knox, Mitchell, Montague, Navarro, Nolan, Palo Pinto, Parker, Rockwall, Runnels, Scurry, Shackelford, Somervell, Stephens, Stonewall, Tarrant, Taylor, Throckmorton, Wichita, Wilbarger, Wise and Young.** Additionally, the Grantee will provide support to the Local Health Departments ("LHDs") in the following cities: **City of Garland and City of Ennis**.

B. Contract with at least two (2) new facilities or LHDs to transmit syndromic data from medical record systems to the North Texas Syndromic Surveillance System ("NTXSS"). The NTXSS hosts the Electronic Surveillance System for Early Notification of Community-Based Epidemics ("ESSENCE®"), a secure system that enables public health agencies to conduct syndromic surveillance and analyze data on a common platform. By adding new facilities in more areas, geographic coverage will increase, which can expand the efficacy of data and information sharing across the NTXSS platform.

   Grantee's syndromic team will submit a copy of the data use agreement(s) ("DUAs") executed by the onboarding entities ("Onboarding Entities' DUAs") to DSHS. The Onboarding Entities' DUAs will document the conditions for sharing confidential information or limited dataset(s) to support public health syndromic surveillance. Grantee will submit these Onboarding Entities' DUAs to DSHS via email by July 31, 2027, to the following email address: syndromic.surveillance@dshs.texas.gov, and to the assigned System Agency Contract Representative.

   The Grantee, in partnership with their NTXSS vendor, will provide technical assistance, including onboard support and guidance on data quality standards, to facilities located in DSHS Public Health Region (PHR) 2/3.

C. Grantee must implement a data quality assurance process following the CDC-developed and published syndromic surveillance messaging guides and submit a Data Quality Report (e.g., tracking spreadsheet for identifying and resolving data quality issues) by July 31, 2027. The Data Quality Report must be submitted to DSHS via email by July 31, 2027, to the following email address: syndromic.surveillance@dshs.texas.gov. The Data Quality Report must include, but is not limited to, the following:

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1. If any facility fails to meet a data quality metric, it is listed and identified on the spreadsheet under "Facility Name."
2. The respective data quality metric is filled out (Timeliness, Completeness, Validity).
3. For each noncompliant facility, the Grantee will document a plan for resolution, denote if they have made contact with a point of contact (e.g., IT, the facility), and set a target date for resolution.

D. To foster collaboration, share best practices, and explore enhancements to the ESSENCE® platform, the Grantee must ensure that at least one (1) representative from its syndromic surveillance program attends the bimonthly DSHS Texas Syndromic Surveillance (TxS2) user forum and the InductiveHealth/JHU: Local ESSENCE UserGroup monthly meetings in Fiscal Year (FY) 2027 (defined as August 1, 2026 through July 31, 2027). DSHS will keep attendance records for the bimonthly DSHS TxS2 user forums. The Grantee will participate and present in at least one DSHS-sponsored user forum and submit a list of its representatives who attend the InductiveHealth/JHU: Local ESSENCE User Group monthly meeting to DSHS via email to: syndromic.surveillance@dshs.texas.gov.

E. Ensure that at least one (1) representative from its syndromic surveillance program attends the monthly virtual NSSP Community of Practice calls to gain more insight and understanding from other syndromic surveillance programs on new and emerging methods of supporting and facilitating workforce readiness and development needs. Grantee will submit a list of its representatives that attended any monthly NSSP Community of Practice call ("NSSP Community of Practice Call - Attendance List") to DSHS via email no later than the last business day of each Project FY quarter, to the following email addresses: syndromic.surveillance@dshs.texas.gov and the assigned System Agency Contract Representative.

   Grantee will collaborate with the CDC NSSP team in creating/validating at least one ESSENCE® definition. The Grantee will submit the Jurisdictional Validation form to the following email address: surveillance@dshs.texas.gov by July 31, 2027.

F. Ensure that at least one (1) representative virtually attends the annual CSTE's Syndromic Surveillance Symposium webinar. Grantee will submit a list of representatives who attended the annual webinar ("CSTE's Syndromic Surveillance Symposium - Attendance List") to DSHS via email by July 31, 2027, to the following email addresses: syndromic.surveillance@dshs.texas.gov and the assigned System Agency Contract Representative.

G. Require LHD NTXSS users to participate in each of two (2) webinars hosted by the Grantee that build upon previous training and utilization of the platform. Grantee will conduct these two (2) webinars for LHDs and include the syndromic.surveillance@dshs.texas.gov email address on the webinar invite no later than July 31, 2027. Grantee will require at least one (1) syndromic surveillance contact for each LHD, as identified by the LHD, to attend each

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webinar. Grantee shall conduct both webinars for LHDs, focusing on different aspects of syndromic surveillance. Upon completion of the webinars, Grantee will create a Webinar Attendance Report, which must be submitted to DSHS via email by July 31, 2027, to the following email addresses: syndromic.surveillance@dshs.texas.gov and the assigned System Agency Contract Representative.

The Webinar Attendance Report must include, but is not limited to, the following information:

1. Attendance sheets for each webinar;
2. Post-training surveys of participants for each webinar to guide the development of further activities (e.g., evaluating knowledge post-training, identifying areas for points of collaboration). Grantee must submit a copy of the post-training survey and attendees' responses to the post-training survey following each webinar; and
3. An action plan addressing any adverse feedback relating to the webinars.

H. In coordination with LHD users in the Tarrant County area and with regional epidemiology meetings conducted by DSHS PHR 2/3 personnel, develop syndrome definitions and monitoring protocols for frequently occurring community health issues.

I. Participate in quarterly meetings with DSHS to review and update contractual obligations, as well as to discuss issues pertaining to the expansion of the state ESSENCE® system. DSHS will record meeting notes for the quarterly meetings.

J. Participate in the development of training materials, guidance, and examples of the benefits of using syndromic surveillance data for new ESSENCE® users.

K. Submit biannual Financial Status Reports ("FSRs"). Grantee's first FSR is due on February 27, 2027, for the period of August 1, 2026, through January 31, 2027. Grantee's second FSR is due on August 31, 2027, for the period of February 1, 2027, through July 31, 2027. Grantee shall electronically submit FSRs to the following email addresses: invoices@dshs.texas.gov; FSRGrants@dshs.texas.gov; and the assigned System Agency Contract Representative.

II. DSHS RESPONSIBILITIES

DSHS shall:

A. Monitor the progress of the Grantee's tasks.

B. Meet with the Grantee on a quarterly basis to review and update the status of Contract requirements.

C. Provide technical assistance, information, and guidance when requested.

D. Gather and archive evidence of Grantee's performance of this Grant Agreement.

III. PERFORMANCE MEASURES

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A. System Agency will monitor Grantee's performance of the requirements in this Statement of Work and compliance with the Grant Agreement terms and conditions.

B. Grantee must adhere to reporting deadlines identified in the Grant Agreement. Failure to meet these reporting deadlines may result in System Agency withholding a portion of the current award.

C. Upon request by System Agency, Grantee shall reasonably revise any performance measure to System Agency's satisfaction and in accordance with the requirements set forth in this Grant Agreement.

IV. INVOICE AND PAYMENT

A. Grantee shall request payments monthly by the last business day of the month following the month in which expenses were incurred and shall use the State of Texas Purchase Voucher (Form B-13 and Form B-13A) located at the following URL: http://www.dshs.texas.gov/grants/forms.shtm. Grantee's final invoice will be due thirty (30) calendar days following the expiration date of the Grant Agreement. Invoices and supporting documentation must be submitted monthly to prevent delays in subsequent months. Grantees that do not incur expenses within a month are required to submit a "zero dollar" invoice on a monthly basis. Invoices received more than thirty (30) calendar days after each fiscal year are subject to denial of payment.

All Form B-13s, Form B-13As and FSRs must be submitted by e-mail, fax, or mail. E-mail is preferred, but either fax or mail is acceptable.

By E-mail:
Form B-13, with supporting documentation, and Form B-13A must be sent to invoices@dshs.texas.gov, CMSInvoices@dshs.texas.gov, and to the designated System Agency Contract Representative

By Mail:
Department of State Health Services
Claims Processing Unit
P.O. Box 149347
Austin, Texas 78714-9347

By Fax:
(512) 458-7442

B. Grantee will be reimbursed on a monthly basis in accordance with the budget at **ATTACHMENT B.2, FY2027 BUDGET**, of this Grant Agreement.

C. System Agency reserves the right to redirect grant funds in the event of financial shortfall by Grantee. System Agency will monitor Grantee's expenditures on a biannual basis. If Grantee

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expenditures are below projections, System Agency, in its sole discretion, may reduce Grantee's budget for the remainder of the fiscal year. System Agency also may reduce Grantee's budget if Grantee has vacant positions existing for more than ninety (90) consecutive calendar days.

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ATTACHMENT B.2

FY27 BUDGET

The table below establishes the categorical budget for FY2027, which is the period from August 1, 2026, through July 31, 2027.

BUDGET CATEGORIES	DSHS FY2025 FUNDING	DSHS FY2026 FUNDING	DSHS FY2027 FUNDING	TOTAL CONTRACT AMOUNTS
Personnel	$75,612.00	$77,760.00	$74,652.00	$228,024.00
Fringe Benefits	$32,400.00	$27,068.00	$29,055.00	$88,523.00
Travel	$0.00	$0.00	$0.00	$0.00
Equipment	$0.00	$0.00	$0.00	$0.00
Supplies	$0.00	$300.00	$250.00	$550.00
Contractual	$120,947.00	$118,827.00	$120,185.00	$359,959.00
Other	$240.00	$240.00	$230.00	$710.00
Sum of DSHS Direct Costs	**$229,199.00**	**$224,195.00**	**$224,372.00**	**$677,766.00**
Indirect Costs	$10,801.00	$15,805.00	$15,628.00	$42,234.00
Total Contract Amount (Sum of DSHS Direct Costs and Indirect Costs)	**$240,000.00**	**$240,000.00**	**$240,000.00**	**$720,000.00**

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HEALTH AND HUMAN SERVICES
Contract Number HHS001452400001

Attachment C.2 CONTRACT AFFIRMATIONS

For purposes of these Contract Affirmations, HHS includes both the Health and Human Services Commission (HHSC) and the Department of State Health Services (DSHS). System Agency refers to HHSC, DSHS, or both, that will be a party to this Contract. These Contract Affirmations apply to all Contractors and Grantees (referred to as "Contractor") regardless of their business form (e.g., individual, partnership, corporation).

By entering into this Contract, Contractor affirms, without exception, understands, and agrees to comply with the following items through the life of the Contract:

1. Contractor represents and warrants that these Contract Affirmations apply to Contractor and all of Contractor's principals, officers, directors, shareholders, partners, owners, agents, employees, subcontractors, independent contractors, and any other representatives who may provide services under, who have a financial interest in, or otherwise are interested in this Contract and any related Solicitation.

2. Complete and Accurate Information

Contractor represents and warrants that all statements and information provided to HHS are current, complete, and accurate. This includes all statements and information in this Contract and any related Solicitation Response.

3. Public Information Act

Contractor understands that HHS will comply with the Texas Public Information Act (Chapter 552 of the Texas Government Code) as interpreted by judicial rulings and opinions of the Attorney General of the State of Texas. Information, documentation, and other material prepared and submitted in connection with this Contract or any related Solicitation may be subject to public disclosure pursuant to the Texas Public Information Act. In accordance with Section 2252.907 of the Texas Government Code, Contractor is required to make any information created or exchanged with the State pursuant to the Contract, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.

4. Contracting Information Requirements

Contractor represents and warrants that it will comply with the requirements of Section 552.372(a) of the Texas Government Code. Except as provided by Section 552.374(c) of the Texas Government Code, the requirements of Subchapter J (Additional Provisions Related to Contracting Information), Chapter 552 of the Government Code, may apply to the Contract and the Contractor agrees that the Contract can be terminated if the Contractor knowingly or intentionally fails to comply with a requirement of that subchapter.

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5. Assignment

A. Contractor shall not assign its rights under the Contract or delegate the performance of its duties under the Contract without prior written approval from System Agency. Any attempted assignment in violation of this provision is void and without effect.

B. Contractor understands and agrees the System Agency may in one or more transactions assign, pledge, or transfer the Contract. Upon receipt of System Agency's notice of assignment, pledge, or transfer, Contractor shall cooperate with System Agency in giving effect to such assignment, pledge, or transfer, at no cost to System Agency or to the recipient entity.

6. Terms and Conditions

Contractor accepts the Solicitation terms and conditions unless specifically noted by exceptions advanced in the form and manner directed in the Solicitation, if any, under which this Contract was awarded. Contractor agrees that all exceptions to the Solicitation, as well as terms and conditions advanced by Contractor that differ in any manner from HHS' terms and conditions, if any, are rejected unless expressly accepted by System Agency in writing.

7. HHS Right to Use

Contractor agrees that HHS has the right to use, produce, and distribute copies of and to disclose to HHS employees, agents, and contractors and other governmental entities all or part of this Contract or any related Solicitation Response as HHS deems necessary to complete the procurement process or comply with state or federal laws.

8. Release from Liability

Contractor generally releases from liability and waives all claims against any party providing information about the Contractor at the request of System Agency.

9. Dealings with Public Servants

Contractor has not given, has not offered to give, and does not intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this Contract or any related Solicitation, or related Solicitation Response.

10. Financial Participation Prohibited

Under Section 2155.004, Texas Government Code (relating to financial participation in preparing solicitations), Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

11. Prior Disaster Relief Contract Violation

Under Sections 2155.006 and 2261.053 of the Texas Government Code (relating to convictions and penalties regarding Hurricane Rita, Hurricane Katrina, and other disasters), the Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract

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and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

12. Child Support Obligation

Under Section 231.006(d) of the Texas Family Code regarding child support, Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive the specified payment and acknowledges that the Contract may be terminated and payment may be withheld if this certification is inaccurate. If the certification is shown to be false, Contractor may be liable for additional costs and damages set out in 231.006(f).

13. Suspension and Debarment

Contractor certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the *State of Texas Debarred Vendor List* maintained by the Texas Comptroller of Public Accounts and the *System for Award Management (SAM*) maintained by the General Services Administration. This certification is made pursuant to the regulations implementing Executive Order 12549 and Executive Order 12689, Debarment and Suspension, 2 C.F.R. Part 376, and any relevant regulations promulgated by the Department or Agency funding this project. This provision shall be included in its entirety in Contractor's subcontracts, if any, if payment in whole or in part is from federal funds.

14. Excluded Parties

Contractor certifies that it is not listed in the prohibited vendors list authorized by Executive Order 13224, *"Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism,"* published by the United States Department of the Treasury, Office of Foreign Assets Control.'

15. Foreign Terrorist Organizations

Contractor represents and warrants that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization, as prohibited by Section 2252.152 of the Texas Government Code.

16. Executive Head of a State Agency

In accordance with Section 669.003 of the Texas Government Code, relating to contracting with the executive head of a state agency, Contractor certifies that it is not (1) the executive head of an HHS agency, (2) a person who at any time during the four years before the date of this Contract was the executive head of an HHS agency, or (3) a person who employs a current or former executive head of an HHS agency.

17. Human Trafficking Prohibition

Under Section 2155.0061 of the Texas Government Code, Contractor certifies that the individual or business entity named in this Contract is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

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18. Franchise Tax Status

Contractor represents and warrants that it is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171 of the Texas Tax Code.

19. Debts and Delinquencies

Contractor agrees that any payments due under this Contract shall be applied towards any debt or delinquency that is owed to the State of Texas.

20. Lobbying Prohibition

Contractor represents and warrants that payments to Contractor and Contractor's receipt of appropriated or other funds under this Contract or any related Solicitation are not prohibited by Sections 556.005, 556.0055, or 556.008 of the Texas Government Code (relating to use of appropriated money or state funds to employ or pay lobbyists, lobbying expenses, or influence legislation).

21. Buy Texas

Contractor agrees to comply with Section 2155.4441 of the Texas Government Code, requiring the purchase of products and materials produced in the State of Texas in performing service contracts.

22. Disaster Recovery Plan

Contractor agrees that upon request of System Agency, Contractor shall provide copies of its most recent business continuity and disaster recovery plans.

23. Computer Equipment Recycling Program

If this Contract is for the purchase or lease of computer equipment, then Contractor certifies that it is in compliance with Subchapter Y, Chapter 361 of the Texas Health and Safety Code related to the Computer Equipment Recycling Program and the Texas Commission on Environmental Quality rules in 30 TAC Chapter 328.

24. Television Equipment Recycling Program

If this Contract is for the purchase or lease of covered television equipment, then Contractor certifies that it is compliance with Subchapter Z, Chapter 361 of the Texas Health and Safety Code related to the Television Equipment Recycling Program.

25. Cybersecurity Training

A. Contractor represents and warrants that it will comply with the requirements of Section 2063.104 of the Texas Government Code relating to cybersecurity training and required verification of completion of the training program.

B. Contractor represents and warrants that if Contractor or Subcontractors, officers, or employees of Contractor have access to any state computer system or database, the Contractor, Subcontractors, officers, and employees of Contractor shall complete cybersecurity training pursuant to and in accordance with Government Code, Section 2063.104.

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26. Restricted Employment for Certain State Personnel

Contractor acknowledges that, pursuant to Section 572.069 of the Texas Government Code, a former state officer or employee of a state agency who during the period of state service or employment participated on behalf of a state agency in a procurement or contract negotiation involving Contractor may not accept employment from Contractor before the second anniversary of the date the Contract is signed or the procurement is terminated or withdrawn.

27. No Conflicts of Interest

A. Contractor represents and warrants that it has no actual or potential conflicts of interest in providing the requested goods or services to System Agency under this Contract or any related Solicitation and that Contractor's provision of the requested goods and/or services under this Contract and any related Solicitation will not constitute an actual or potential conflict of interest or reasonably create an appearance of impropriety.

B. Contractor agrees that, if after execution of the Contract, Contractor discovers or is made aware of a Conflict of Interest, Contractor will immediately and fully disclose such interest in writing to System Agency. In addition, Contractor will promptly and fully disclose any relationship that might be perceived or represented as a conflict after its discovery by Contractor or by System Agency as a potential conflict. System Agency reserves the right to make a final determination regarding the existence of Conflicts of Interest, and Contractor agrees to abide by System Agency's decision.

28. Fraud, Waste, and Abuse

Contractor understands that HHS does not tolerate any type of fraud, waste, or abuse. Violations of law, agency policies, or standards of ethical conduct will be investigated, and appropriate actions will be taken. Pursuant to Texas Government Code, Section 321.022, if the administrative head of a department or entity that is subject to audit by the state auditor has reasonable cause to believe that money received from the state by the department or entity or by a client or contractor of the department or entity may have been lost, misappropriated, or misused, or that other fraudulent or unlawful conduct has occurred in relation to the operation of the department or entity, the administrative head shall report the reason and basis for the belief to the Texas State Auditor's Office (SAO). All employees or contractors who have reasonable cause to believe that fraud, waste, or abuse has occurred (including misconduct by any HHS employee, Grantee officer, agent, employee, or subcontractor that would constitute fraud, waste, or abuse) are required to immediately report the questioned activity to the Health and Human Services Commission's Office of Inspector General. Contractor agrees to comply with all applicable laws, rules, regulations, and System Agency policies regarding fraud, waste, and abuse including, but not limited to, HHS Circular C-027.

A report to the SAO must be made through one of the following avenues:

- SAO Toll Free Hotline: 1-800-TX-AUDIT
- SAO website: http://sao.fraud.state.tx.us/

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All reports made to the OIG must be made through one of the following avenues:

- OIG Toll Free Hotline 1-800-436-6184
- OIG Website: ReportTexasFraud.com
- Internal Affairs Email: InternalAffairsReferral@hhsc.state.tx.us
- OIG Hotline Email: OIGFraudHotline@hhsc.state.tx.us.
- OIG Mailing Address: Office of Inspector General
  Attn: Fraud Hotline
  MC 1300
  P.O. Box 85200
  Austin, Texas 78708-5200

29. Antitrust

The undersigned affirms under penalty of perjury of the laws of the State of Texas that:

A. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

B. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any federal antitrust law; and

C. neither I nor any representative of the Contractor has directly or indirectly communicated any of the contents of this Contract and any related Solicitation Response to a competitor of the Contractor or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Contractor.

30. Legal and Regulatory Actions

Contractor represents and warrants that it is not aware of and has received no notice of any court or governmental agency proceeding, investigation, or other action pending or threatened against Contractor or any of the individuals or entities included in numbered paragraph 1 of these Contract Affirmations within the five (5) calendar years immediately preceding execution of this Contract or the submission of any related Solicitation Response that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. If Contractor is unable to make the preceding representation and warranty, then Contractor instead represents and warrants that it has provided to System Agency a complete, detailed disclosure of any such court or governmental agency proceeding, investigation, or other action that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. In addition, Contractor acknowledges this is a continuing disclosure requirement. Contractor represents and warrants that Contractor shall notify System Agency in writing within five (5) business days of any changes to the representations or warranties in this clause and understands that failure to so timely update System Agency shall constitute breach of contract and may result in immediate contract termination.

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31. No Felony Criminal Convictions

Contractor represents that neither Contractor nor any of its employees, agents, or representatives, including any subcontractors and employees, agents, or representative of such subcontractors, have been convicted of a felony criminal offense or that if such a conviction has occurred Contractor has fully advised System Agency in writing of the facts and circumstances surrounding the convictions.

32. Unfair Business Practices

Contractor represents and warrants that it has not been the subject of allegations of Deceptive Trade Practices violations under Chapter 17 of the Texas Business and Commerce Code, or allegations of any unfair business practice in any administrative hearing or court suit and that Contractor has not been found to be liable for such practices in such proceedings. Contractor certifies that it has no officers who have served as officers of other entities who have been the subject of allegations of Deceptive Trade Practices violations or allegations of any unfair business practices in an administrative hearing or court suit and that such officers have not been found to be liable for such practices in such proceedings**.**

33. Entities that Boycott Israel

Contractor represents and warrants that (1) it does not, and shall not for the duration of the Contract, boycott Israel or (2) the verification required by Section 2271.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

34. E-Verify

Contractor certifies that for contracts for services, Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system during the term of this Contract to determine the eligibility of:

1. all persons employed by Contractor to perform duties within Texas; and
2. all persons, including subcontractors, assigned by Contractor to perform work pursuant to this Contract within the United States of America.

35. Former Agency Employees – Certain Contracts

If this Contract is an employment contract, a professional services contract under Chapter 2254 of the Texas Government Code, or a consulting services contract under Chapter 2254 of the Texas Government Code, in accordance with Section 2252.901 of the Texas Government Code, Contractor represents and warrants that neither Contractor nor any of Contractor's employees including, but not limited to, those authorized to provide services under the Contract, were former employees of an HHS Agency during the twelve (12) month period immediately prior to the date of the execution of the Contract.

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36. Disclosure of Prior State Employment – Consulting Services

If this Contract is for consulting services,

A. In accordance with Section 2254.033 of the Texas Government Code, a Contractor providing consulting services who has been employed by, or employs an individual who has been employed by, System Agency or another State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services must disclose the following information in its offer to provide services. Contractor hereby certifies that this information was provided and remains true, correct, and complete:

   1. Name of individual(s) (Contractor or employee(s));
   2. Status;
   3. The nature of the previous employment with HHSC or the other State of Texas agency;
   4. The date the employment was terminated and the reason for the termination; and
   5. The annual rate of compensation for the employment at the time of its termination.

B. If no information was provided in response to Section A above, Contractor certifies that neither Contractor nor any individual employed by Contractor was employed by System Agency or any other State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services.

37. Abortion Funding Limitation

Contractor understands, acknowledges, and agrees that, pursuant to Article IX of the General Appropriations Act (the Act), to the extent allowed by federal and state law, money appropriated by the Texas Legislature may not be distributed to any individual or entity that, during the period for which funds are appropriated under the Act:

1. performs an abortion procedure that is not reimbursable under the state's Medicaid program;
2. is commonly owned, managed, or controlled by an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program; or
3. is a franchise or affiliate of an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program.

The provision does not apply to a hospital licensed under Chapter 241, Health and Safety Code, or an office exempt under Section 245.004(a)(2), Health and Safety Code. Contractor represents and warrants that it is not ineligible, nor will it be ineligible during the term of this Contract, to receive appropriated funding pursuant to Article IX.

38. Funding Eligibility

Contractor understands, acknowledges, and agrees that, pursuant to Chapter 2273 of the Texas Government Code, except as exempted under that Chapter, HHSC cannot (1) contract with (a) an abortion provider or an affiliate of an abortion provider; or (b) an abortion assistance entity for the purpose of providing an abortion or abortion assistance;

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or (2) contract or appropriate or spend money to provide any person logistical support for the express purpose of assisting a woman with procuring an abortion or the services of an abortion provider. Respondent certifies that it is not ineligible to contract with System Agency under the terms of Chapter 2273 of the Texas Government Code and certifies that the contract is not a taxpayer resource transaction, appropriation, or expenditure of money prohibited by Chapter 2273 of the Texas Government Code.

39. Gender Transitioning and Gender Reassignment Procedures and Treatments for Certain Children – Prohibited Use of Public Money; Prohibited State Health Plan Reimbursement.

Contractor understands, acknowledges, and agrees that, pursuant to Section 161.704 of the Texas Health and Safety Code (eff. Sept. 1, 2023), public money may not directly or indirectly be used, granted, paid, or distributed to any health care provider, medical school, hospital, physician, or any other entity, organization, or individual that provides or facilitates the provision of a procedure or treatment to a child that is prohibited under Section 161.702 of the Texas Health and Safety Code. Contractor also understands, acknowledges, and agrees that, pursuant to Section 161.705 of the Texas Health and Safety Code (eff. Sept. 1, 2023), HHSC may not provide Medicaid reimbursement and the child health plan program established under Chapter 62 may not provide reimbursement to a physician or health care provider for provision of a procedure or treatment to a child that is prohibited under Section 161.702 of the Texas Health and Safety Code. Contractor certifies that it is not ineligible to contract with System Agency under the terms of Chapter 161, Subchapter Y, of the Texas Health and Safety Code.

40. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment (2 CFR 200.216)

Contractor certifies that the individual or business entity named in this Response or Contract is not ineligible to receive the specified Contract or funding pursuant to 2 CFR 200.216.

41. COVID-19 Vaccine Passports

Pursuant to Texas Health and Safety Code, Section 161.0085(c), Contractor certifies that it does not require its customers to provide any documentation certifying the customer's COVID-19 vaccination or post-transmission recovery on entry to, to gain access to, or to receive service from the Contractor's business. Contractor acknowledges that such a vaccine or recovery requirement would make Contractor ineligible for a state-funded contract.

42. Entities that Boycott Energy Companies

Pursuant to Section 2276.002 of the Texas Government Code (relating to prohibition on contracts with companies boycotting certain energy companies), Contractor represents and warrants that: (1) it does not, and will not for the duration of the Contract, boycott energy companies or (2) the verification required by Section 2276.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this

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provision change during the course of the Contract, Contractor shall promptly notify System Agency.

43. Entities that Discriminate Against Firearm and Ammunition Industries

In accordance with Senate Bill 19, Acts 2021, 87th Leg., R.S., pursuant to Section 2274.002 of the Texas Government Code (relating to prohibition on contracts with companies that discriminate against firearm and ammunition industries), Contractor verifies that: (1) it does not, and will not for the duration of the Contract, have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association or (2) the verification required by Section 2274.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

44. Security Controls for State Agency Data

In accordance with Senate Bill 475, Acts 2021, 87th Leg., R.S., pursuant to Texas Government Code, Section 2054.138, Contractor understands, acknowledges, and agrees that if, pursuant to this Contract, Contractor is or will be authorized to access, transmit, use, or store data for System Agency, Contractor is required to meet the security controls the System Agency determines are proportionate with System Agency's risk under the Contract based on the sensitivity of System Agency's data and that Contractor must periodically provide to System Agency evidence that Contractor meets the security controls required under the Contract.

45. Cloud Computing State Risk and Authorization Management Program (TX-RAMP)

Pursuant to Texas Government Code, Section 2063.408, Contractor acknowledges and agrees that, if providing cloud computing services for System Agency, Contractor must comply with the requirements of the state risk and authorization management program and that System Agency may not enter or renew a contract with Contractor to purchase cloud computing services for the agency that are subject to the state risk and authorization management program unless Contractor demonstrates compliance with program requirements. If providing cloud computing services for System Agency that are subject to the state risk and authorization management program, Contractor certifies it will maintain program compliance and certification throughout the term of the Contract.

46. Contract for Professional Services of Physicians, Optometrists, and Registered Nurses

In accordance with Senate Bill 799, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2254.008(a)(2) is applicable to this Contract, Contractor affirms that it possesses the necessary occupational licenses and experience.

47. Foreign-Owned Companies in Connection with Critical Infrastructure

If Texas Government Code, Section 2275.0102(a)(1) (relating to prohibition on contracts with certain foreign-owned companies in connection with critical infrastructure) is applicable to this Contract, pursuant to Government Code Section 2275.0102, Contractor certifies that neither it nor its parent company, nor any affiliate of Contractor or its parent company, is: (1) majority owned or controlled by citizens or governmental entities of

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China, Iran, North Korea, Russia, or any other country designated by the Governor under Government Code Section 2275.0103 or (2) headquartered in any of those countries.

48. Critical Infrastructure Subcontracts

For purposes of this Paragraph, the designated countries are China, Iran, North Korea, Russia, and any countries lawfully designated by the Governor as a threat to critical infrastructure. Pursuant to Section 117.002 of the Business and Commerce Code, Contractor shall not enter into a subcontract that will provide direct or remote access to or control of critical infrastructure, as defined by Section 117.001 of the Texas Business and Commerce Code, in this state, other than access specifically allowed for product warranty and support purposes to any subcontractor unless (i) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is majority owned or controlled by citizens or governmental entities of a designated country; and (ii) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is headquartered in a designated country. Contractor will notify the System Agency before entering into any subcontract that will provide direct or remote access to or control of critical infrastructure, as defined by Section 117.001 of the Texas Business & Commerce Code, in this state.

49. Enforcement of Certain Federal Firearms Laws Prohibited

In accordance with House Bill 957, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2.101 is applicable to Contractor, Contractor certifies that it is not ineligible to receive state grant funds pursuant to Texas Government Code, Section 2.103.

50. Prohibition on Abortions

Contractor understands, acknowledges, and agrees that, pursuant to Article II of the General Appropriations Act, (1) no funds shall be used to pay the direct or indirect costs (including marketing, overhead, rent, phones, and utilities) of abortion procedures provided by contractors of HHSC; and (2) no funds appropriated for Medicaid Family Planning, Healthy Texas Women Program, or the Family Planning Program shall be distributed to individuals or entities that perform elective abortion procedures or that contract with or provide funds to individuals or entities for the performance of elective abortion procedures. Contractor represents and warrants that it is not ineligible, nor will it be ineligible during the term of this Contract, to receive appropriated funding pursuant to Article II.

51. Hardening of State Government

Pursuant to Executive Order GA-48, relating to hardening of state government, issued November 19, 2024, Contractor certifies it is not and, if applicable, any of its holding companies or subsidiaries is not:

a. Listed in Section 889 of the 2019 National Defense Authorization Act (NDAA); or

b. Listed in Section 1260H of the 2021 NDAA; or

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c. Owned by the government of a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4; or

d. Controlled by any governing or regulatory body located in a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4.

52. Artificial Intelligence Disclosure.

Contractor certifies that it has a continuing obligation to disclose in writing to System Agency each artificial intelligence system it may use to complete any deliverable or a portion of any deliverable under the Contract. "Artificial intelligence system" means a machine-based system that for explicit or implicit objectives infers from provided information a method to generate outputs, such as predictions, content, recommendations, or decisions, to influence a physical or virtual environment with varying levels of autonomy and adaptiveness after deployment. Contractor certifies that it is in compliance with all applicable laws and regulations regarding the use of artificial intelligence systems.

53. Surveillance, Intimidation, and Related Acts.

Contractor certifies that it (and its subcontractors) have not, and if awarded a contract, will not, either directly or indirectly through a third party, engage in surveillance targeting or engage in an act of intimidation, coercion, extortion, undue influence, or other similar conduct intended to influence, silence, or retaliate against:

(1) a member of the state legislature or person employed to support the state legislature in any capacity;

(2) a family member of a person described by (1);

(3) a state agency employee; or

(4) an individual making a complaint or raising concerns regarding state agency operations or contracting.

Contractor certifies that it and its subcontractors have not, and if awarded a contract will not, either directly or indirectly through a third party, use private or confidential information to manipulate or influence a state contracting decision or proceeding. Contractor acknowledges that it, its executives and directors, and other associated entities and individuals could be terminated, barred from state contracts, and penalized up to $2 million for a violation of Government Code, Section 2261.302.

54. False Representation

Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

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55. False Statements

Contractor represents and warrants that all statements and information prepared and submitted by Contractor in this Contract and any related Solicitation Response are current, complete, true, and accurate. Contractor acknowledges any false statement or material misrepresentation made by Contractor during the performance of this Contract or any related Solicitation is a material breach of contract and may void this Contract. Further, Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

56. Permits and License

Contractor represents and warrants that it will comply with all applicable laws and maintain all permits and licenses required by applicable city, county, state, and federal rules, regulations, statutes, codes, and other laws that pertain to this Contract.

57. Equal Employment Opportunity

Contractor represents and warrants its compliance with all applicable duly enacted state and federal laws governing equal employment opportunities.

58. Federal Occupational Safety and Health Law

Contractor represents and warrants that all articles and services shall meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Act of 1970, as amended (29 U.S.C. Chapter 15).

59. Signature Authority

Contractor represents and warrants that the individual signing this Contract Affirmations document is authorized to sign on behalf of Contractor and to bind the Contractor.

Signature Page Follows

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Authorized representative on behalf of Contractor must complete and sign the following:

Legal Name of Contractor
Assumed Business Name of Contractor, if applicable (d/b/a or 'doing business as')
Texas County(s) for Assumed Business Name (d/b/a or 'doing business as') **Attach Assumed Name Certificate(s) filed with the Texas Secretary of State and Assumed Name Certificate(s), if any, for each Texas County Where Assumed Name Certificate(s) has been filed.**

Signature of Authorized Representative	**Date Signed**
Judge Tim O'Hare	County Judge
Printed Name of Authorized Representative First, Middle Name or Initial, and Last Name	**Title of Authorized Representative**
100 E. Weatherford St.	Fort Worth, TX 76196-0103
Physical Street Address	**City, State, Zip Code**
Mailing Address, if different	**City, State, Zip Code**
817-884-1040	N/A
Phone Number	**Fax Number**
countyjudgegrants@tarrantcountytx.gov	68365220
Email Address	**DUNS Number**
75-6001170	17560011706
Federal Employer Identification Number	**Texas Identification Number (TIN)**
N/A	N/A
Texas Franchise Tax Number	**Texas Secretary of State Filing Number**
DBH1UNN8U5J3	
SAM.gov Unique Entity Identifier (UEI)	

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Fiscal Federal Funding Accountability and Transparency Act (FFATA)

The certifications enumerated below represent material facts upon which DSHS relies when reporting information to the federal government required under federal law. If the Department later determines that the Contractor knowingly rendered an erroneous certification, DSHS may pursue all available remedies in accordance with Texas and U.S. law. Signor further agrees that it will provide immediate written notice to DSHS if at any time Signor learns that any of the certifications provided for below were erroneous when submitted or have since become erroneous by reason of changed circumstances. ***If the Signor cannot certify all of the statements contained in this section, Signor must provide written notice to DSHS detailing which of the below statements it cannot certify and why*.**

Legal Name of Contractor: Tarrant County	**FFATA Contact: (Name, Email and Phone Number):** Tim O'Hare, countyjudgegrants@tarrantcountytx.gov 817-884-1040
Primary Address of Contractor: 100 E. Weatherford St., Fort Worth, TX	**Zip Code: 9-digits required www.usps.com** 76196-0103
Unique Entity ID (UEI): This number replaces the DUNS www.sam.gov DBH1UNN8U5J3	**State of Texas Comptroller Vendor Identification Number (VIN) – 14 digits:** 17560011706006

Printed Name of Authorized Representative: Judge Tim O'Hare	**Signature of Authorized Representative**
Title of Authorized Representative County Judge	**Date Signed** 6/9/2026

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Fiscal Federal Funding Accountability and Transparency Act (FFATA) CERTIFICATION

As the duly authorized representative (Signor) of the Contractor, I hereby certify that the statements made by me in this certification form are true, complete, and correct to the best of my knowledge.

Did your organization have a gross income, from all sources, of less than $300,000 in your previous tax year? Yes ☐ No ☑

If your answer is "Yes", skip questions "A", "B", and "C" and finish the certification. If your answer is "No", answer questions "A" and "B".

A. Certification Regarding % of Annual Gross from Federal Awards.
Did your organization receive 80% or more of its annual gross revenue from federal awards during the preceding fiscal year? Yes ☐ No ☑

B. Certification Regarding Amount of Annual Gross from Federal Awards.
Did your organization receive $25 million or more in annual gross revenues from federal awards in the preceding fiscal year? Yes ☑ No ☐

If your answer is "Yes" to both question "A" and "B", you must answer question "C".
If your answer is "No" to either question "A" or "B", skip question "C" and finish the certification.

C. Certification Regarding Public Access to Compensation Information.
Does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? Yes ☐ No ☐

If your answer is "Yes" to this question, where can this information be accessed?

If your answer is "No" to this question, you must provide the names and total compensation of the top five highly compensated officers below.

Provide compensation information here:

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TEXAS Health and Human Services

Texas HHS Indirect Cost Rate Group
https://ithhs.my.salesforce-sites.com/TXHHSICRGLandingPage

DATE: February 3, 2026

Texas Identification Number: 17560011706
CONTACT NAME: Juanita Mendoza, Grants Manager
GRANTEE: Tarrant County
ADDRESS: 100 E Weatherford St. #506, Fort Worth TX 76196 -0301

The indirect cost rate(s) contained herein are for use on grants with Federal, State, or both governments to which 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards or the State of Texas Uniform Grant Management Standards apply, subject to the limitations contained in the sections below.

SECTION 1: HHS SYSTEMS ISSUED RATE(S)

HHS System Issued Rate

Rate Type	RATE PERIOD Start Date	End Date	Rate*	Rate Base	Applicable To	Next Proposal Due
Fixed with Carry-forward	Oct 1, 2025	Sep 30, 2026	36.41% Restricted ** 36.60% Unrestricted	Direct Salaries	Health Department	Aug 31, 2026

*If the indirect cost rate for the next fiscal year is not approved prior to the start of the next fiscal year use this rate as a billing rate until a new rate is established. This exception shall not exceed one year from the End Date shown above. ICR Proposals must be submitted within the above timelines to continue recovering indirect costs. Extensions to these dates must be approved by the Indirect Cost Rate Group for extenuating circumstances that may occur.

**The Restricted rate is applicable to US HHS grant awards and subawards. US HHS grant awards and subawards are subject to salary cap limitation which is reflected in the restricted rate. The Unrestricted rate is applicable to non-US HHS grant awards and subawards.

Rate Base Details

Direct Salaries means total direct salaries and wages, excluding fringe benefits. The rate applies to all programs administered by the non-federal entity. To determine the amount of indirect costs to be billed under this agreement, direct salaries and wages should be summed and multiplied by the rate. All other program costs, including fringe benefits associated with direct salaries, should be eliminated.

SECTION 2: ACCOUNTING TREATMENT OF FRINGE BENEFITS COST

Accounting Methods

Fringe Benefit Rate:	N/A
Fringe Benefits:	Vacation, Sick pay, F.I.C.A, Retirements, Health and Life Insurance, Worker's Compensation, car, mobile phone and uniform allowance meals, clothing, adoption assistance, tuition reimbursement, longevity, premium pays, (I.e... shift, field training, etc. certification pay, juvenile supplement pay, flexible spending account, health saving accounts and employee assistance programs.
Paid Absences:	Vacation, Holiday and Sick leave is claimed on Grants, contracts and on other agreements as part of the normal costs for salaries and wedges. Separate claims made for the costs of these paid absences.

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SECTION 3: Deadlines for Proposal Submissions

Your FY2027Fixed with Carry-forward ICR proposal with the FY2025carry-forward adjustment must be submitted via the ICRG Landing Page no later than August 31, 2026
Please provide your FY 2025 audit report* along with the ICR Proposal Packet. Select the "Submit ICR Proposal" option to upload all required documents. The proposal packet must be submitted on the HHS Indirect Cost Rate Group approved ICR Proposal Packet templates. Select "Technical Assistance" to request copies of the approved templates.

*Your audit should include a Schedule of Indirect Costs. The Schedule of Indirect Costs must show the incurred expenses versus the recovered expenses for the carry-forward calculation. Please see the enclosed example.

SECTION 4: KEY GUIDELINES AND CONDITIONS

A. LIMITATIONS: Use of the rate(s) contained in the Agreement is subject to all statutory or administrative limitations and is applicable to a given Federal award or contract only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated upon the following conditions: (1) that no costs other than those incurred by the grantee were included in its indirect cost pool as finally accepted and that such incurred costs are legal obligations of the grantee and allowable under the governing cost principles, (*See* 2 CFR 200, Subpart E); (2) Unallowable costs have been adjusted appropriately when allocating costs identified in the proposal; (3) that the same costs that have been treated as indirect costs have not been claimed as direct costs; (4) that similar types of costs have been accorded consistent treatment; and (5) that the information provided by the grantee which was used as a basis for acceptance of the rate(s) agreed to herein is not subsequently found to be materially inaccurate; (6) that a restricted rate or limit to the indirect cost rate or amount is not required under the enabling statute or by the cognizant federal agency; (7) indirect costs may only be recovered to the extent direct costs were incurred; and (8) the rates cited in this Agreement may be subject to audit. Indirect cost elements and the type of distribution base used in computing the rates are subject to revision when a final rate is negotiated to settle the provisional rate or if unusual circumstances affect the negotiated predetermined rate. In such situations, the rate(s) may be subject to renegotiation at the discretion of the cognizant agency.

B. CHANGES IMPACTING THE INDIRECT COST RATE PROPOSAL: This agreement is based on the organizational structure and the accounting methodology purported by the grantee to be in effect during the Agreement period. Changes which affect the amount of reimbursement resulting from the use of this Agreement require prior approval from the cognizant organization. Failure to obtain approval may result in subsequent cost disallowance. To notify us of organizational changes which impact the indirect cost rate, please submit a Technical Assistance request at the Landing Page referenced in Section 3 of this agreement.

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C. NOTIFICATION TO FEDERAL AND STATE AGENCIES: A copy of this document may be provided by the grantee to other Federal or State funding sources as a means of notifying them of the Agreement contained herein.

D. APPLICATION OF INDIRECT COST RATE TO EXISTING GRANTS: Indirect costs charged to a grant by means other than the rate(s) cited in this Agreement should be adjusted to the applicable rate cited herein.

E. GOVERNMENT COMMISSIONS (REGIONAL PLANNING COMMISSIONS, COUNCILS OF GOVERNMENT, ETC): Title 12 of Texas Local Government Code §391.0115(e) limits your organization's indirect costs to 15% or less of your organization's total expenditures, not including capital expenditures, subcontracts, subawards, and pass-through expense.

SECTION 5: RATE TYPE DEFINITIONS

A. Fixed Carry-forward and Adjustments: A fixed carry-forward rate means an indirect cost rate which has the same characteristics as a predetermined rate, except that the difference between the estimated costs and the actual, allowable costs of the period covered by the rate is carried forward as an adjustment to the rate computation of a subsequent period. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

SECTION 6. ACCEPTANCE OF AGREEMENT

GRANTEE	COGNIZANT AGENCY
Tarrant County	Texas Health and Human Services Commission
Grantee Name	**Agency Name**
Kimberly M. Buchanan Title County Auditor	Ariana Torres, Federal Funds Deputy Director
Name of Grantee Signature Authority	**Name of Agency Signature Authority**
Kimberly M. Buchanan Digitally signed by Kimberly M. Buchanan Date: 2026.02.03 13:57:06 -06'00'	Digitally signed by Ariana Torres Date: 2026.02.03 11:00:30 -06'00'
Grantee Signature	**Agency Signature**

Certificate Of Completion

Envelope Id: CF9E905A-D696-475F-A055-915C78F36ED0
Subject: HHS001452400001-Tarrant County TCSS-A.3-FY27
Source Envelope:
Document Pages: 30
Certificate Pages: 2
AutoNav: Enabled
EnvelopeId Stamping: Enabled
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Initials: 0

Status: Sent

Envelope Originator:
CMS Internal Routing Mailbox
11493 Sunset Hills Road
#100
Reston, VA 20190
CMS.InternalRouting@dshs.texas.gov
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Signer Events	Signature	Timestamp
Judge Tim O'Hare countyjudgegrants@tarrantcountytx.gov County Judge Tarrant County Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		Sent: 4/20/2026 11:48:36 AM Resent: 5/6/2026 2:12:05 PM Viewed: 5/7/2026 3:26:57 PM
Michael Montgomery Michael.Montgomery1@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Patty Melchior Patty.Melchior@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
David Gruber David.Gruber@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Sabrina Vidaurri savidaurri@tarrantcountytx.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/20/2026 11:48:35 AM Viewed: 4/20/2026 11:49:08 AM
Tarrant County Public Health Contracts MB_PHContracts@tarrantcountytx.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/20/2026 11:48:36 AM Viewed: 4/20/2026 11:53:09 AM
CMS Internal Routing Mailbox CMS.InternalRouting@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Jennifer Silva Jennifer.Silva@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/20/2026 11:48:35 AM

Payment Events	Status	Timestamps

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 41
Department: Public Health	**Prepared By:** Gary Collins, Contract Specialist	**Approved By:** Amanda Campbell

SUBJECT:

Consideration of Amendment No. 4 to the Sexually Transmitted Infections/Human Immunodeficiency Virus Prevention Services Grant Contract with the Texas Department of State Health Services

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 4 to the Sexually Transmitted Infections/Human Immunodeficiency Virus (STI/HIV) Prevention Services Grant Contract, #HHS00l315900008, with the Texas Department of State Health Services (DSHS) for FY 2027 funding.

BACKGROUND

The Tarrant County Public Health Department receives yearly support from DSHS, in the form of grant contracts, to perform a variety of essential public health services. The STI/HIV Prevention Services Grant Agreement is a recurring grant contract that provides funding for efforts related to the control and prevention of the spread of STIs, including HIV and Viral Hepatitis.

On June 6, 2023, the Commissioners Court, through Court Order #141015, approved the FY 2024 DSHS Grant Agreement for STI/HIV Prevention in the amount of $1,491,397.00 for a term date of September 1, 2023, through August 31, 2024.

On July 16, 2024, the Commissioners Court, through Court Order #143500, approved Amendment No. 1 to receive the FY 2025 DSHS Grant Agreement for STI/HIV Prevention in the amount of $1,491,397.00 and extended the contract term through August 31, 2025.

On July 1, 2025, the Commissioners Court, through Court Order #145468, approved Amendment No. 2 TCPH to receive FY 2026 grant funding in the amount of $1,518,804.00 from DSHS. This was an increase of $27,407.00. The term of this agreement was extended through August 31, 2026, and certain attachments were revised.

On November 11, 2025, the Commissioners Court, through Court Order #146258, approved Amendment No. 3 to balance the program budget, which eliminated a position, reduced the lab supply budget from $98,754 to $68,209, and the indirect cost rate was reduced from 15% to 10.72%.

With approval of Amendment No. 4, DSHS will provide FY 2027 grant funding in the amount of $1,518,804.00. The term of this agreement is extended through August 31, 2027, and revises certain attachments.

The District Attorney's Office has reviewed this document as to form.

FISCAL IMPACT

The grant award is $1,518,804.00.
This grant does not require a grant match.
Indirect cost is allowed and has been added to the budget.
There is no operating subsidy for this grant.

All associated costs to be paid from Grant-2004 / F0038-2027 / DSHS-Bureau of STD/HIV Prevention / 5100303000 Health DIS Intrvn./Core.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Contract_F0038-2027_HHS001315900008_ A 4_ STI HIV Prevention.pdf

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TEXAS
Health and Human Services

Texas Department of State Health Services

Jennifer A. Shuford, M.D., M.P.H.
Commissioner

The Honorable Tim O'Hare, County Judge
Tarrant County
1101 S. Main Street, Suite 1500-A
Fort Worth, Texas 76104

Subject: Sexually Transmitted Infections/Human Immunodeficiency Virus (STI/HIV) Prevention Services Contract
Contract Number: HHS001315900008, Amendment No. 4
Contract Amount: $6,020,402.00
Contract Term: September 1, 2023 through August 31, 2027

Dear Judge O'Hare:

Enclosed is Amendment No. 4 to the STI/HIV Prevention Services contract between the Department of State Health Services and Tarrant County.

The purpose of this contract is to control and prevent the spread of Sexually Transmitted Infections (STIs), including Human Immunodeficiency Virus/Acquired Immunodeficiency Syndrome (HIV/AIDS) and viral hepatitis.

This amendment increases the contract by $1,518,804.00, revises certain attachments, and extends the contract term through August 31, 2027.

Please let me know if you have any questions or need additional information.

Sincerely,

Martha Jasse, CTCD, CTCM
Contract Manager
martha.jasse@dshs.texas.gov

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DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS001315900008
AMENDMENT NO. 4
EXTENSION

The **DEPARTMENT OF STATE HEALTH SERVICES** ("DSHS" or "System Agency") and **TARRANT COUNTY** ("Grantee"), who are collectively referred to herein as the "Parties," to that certain grant agreement for services to control and prevent the spread of Sexually Transmitted Infections (STIs), including Human Immunodeficiency Virus/Acquired Immunodeficiency Syndrome (HIV/AIDS) and viral hepatitis effective September 1, 2023 and denominated DSHS Contract No. HHS001315900008 ("Contract"), as amended, now desire to further amend the Contract.

WHEREAS, DSHS desires to extend the Contract term, increase the Contract amount to pay for services delivered during State Fiscal Year ("FY") 2027, and revise the Budget accordingly;

WHEREAS, DSHS desires to revise the Statement of Work;

WHEREAS, DSHS desires to update its Reporting Requirements for FY 2027;

WHEREAS, DSHS desires to update the Contract Affirmations; and

WHEREAS, Grantee agrees to complete a Fiscal Federal Funding Accountability and Transparency Act (FFATA) Certification Form.

NOW, THEREFORE, the Parties hereby amend and modify the Contract as follows:

1. **SECTION III** of the Contract, **DURATION**, is hereby amended to reflect a revised termination date of August 31, 2027.

2. **SECTION V** of the Contract, **BUDGET AND INDIRECT COST RATE**, is hereby amended to add $1,518,804.00 for authorized services to be provided from September 1, 2026, through August 31, 2027, and the first paragraph is revised to read as follows:

   The total amount of the Contract will not exceed $6,020,402.00. All expenditures under the Contract shall be in accordance with **ATTACHMENT B-4, REVISED BUDGET**.

3. **SECTION VI** of the Contract, **REPORTING REQUIREMENTS**, is hereby deleted in its entirety and replaced with the following:

   Grantee shall submit the reports as described in **ATTACHMENT A-3, REVISED STATEMENT OF WORK**.

4. **ATTACHMENT A-2** of the Contract, **REVISED STATEMENT OF WORK**, is deleted in its entirety and replaced effective September 1, 2026, with **ATTACHMENT A-3, REVISED**

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STATEMENT OF WORK, which is attached to this Amendment and incorporated into and made part of the Contract for all purposes.

5. **ATTACHMENT B-3** of the Contract, **REVISED BUDGET**, is deleted in its entirety and replaced effective September 1, 2026, with **ATTACHMENT B-4, REVISED BUDGET**, which is attached to this Amendment and incorporated into and made part of the Contract for all purposes.

6. **ATTACHMENT D-3** of the Contract, **CONTRACT AFFIRMATIONS V. 2.6**, **JULY 2025**, is deleted in its entirety and replaced with **ATTACHMENT D-4, CONTRACT AFFIRMATIONS V. 2.8, DECEMBER 2025**, which is attached to this Amendment and incorporated into and made part of the Contract for all purposes.

7. **ATTACHMENT J-3**, **FFATA CERTIFICATION FORM**, is attached to this Amendment and upon completion by Grantee, incorporated into and made part of the Contract for all purposes.

8. This Amendment No 4 is effective immediately upon execution by the last Party to sign below. Operations and funding for State Fiscal Year 2027 begin on September 1, 2026. The current Revised Statement of Work and Revised Budget shall remain in full force and effect through August 31, 2026.

9. Except as amended and modified by this Amendment No. 4, all terms and conditions of the Contract, as amended, shall remain in full force and effect.

10. Any further revisions to the Contract shall be by written agreement of the Parties.

11. Each Party represents and warrants that the person executing this Amendment No. 4 on its behalf has full power and authority to enter into this Amendment.

SIGNATURE PAGE FOLLOWS

Docusign Envelope ID: 3C499A4B-B57E-45F2-9823-4A4052578E5B

SIGNATURE PAGE FOR AMENDMENT NO. 4
DSHS CONTRACT NO. HHS001315900008

DEPARTMENT OF STATE HEALTH SERVICES

By: _____

Printed Name: _____

Title: _____

Date of Signature: _____

TARRANT COUNTY

By: See Separate Electronic Signature Page

Printed Name: Tim O'Hare

Title: County Judge

Date of Signature: _____

THE FOLLOWING ATTACHMENTS ARE ATTACHED AND INCORPORATED AS PART OF THE CONTRACT:

ATTACHMENT A-3	**REVISED STATEMENT OF WORK**
ATTACHMENT B-4	**REVISED BUDGET**
ATTACHMENT D-4	**CONTRACT AFFIRMATIONS V. 2.8, DECEMBER 2025**
ATTACHMENT J-3	**FFATA CERTIFICATION FORM**

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ATTACHMENT A-3

REVISED STATEMENT OF WORK

I. GRANTEE RESPONSIBILITIES

A. Grantee shall conduct programs, as described herein, to control and prevent the spread of Sexually Transmitted Infections (STIs), including human immunodeficiency virus/acquired immunodeficiency syndrome (HIV/AIDS) and viral hepatitis, in accordance with the Centers for Disease Control and Prevention (CDC)Program Operation Considerations for Sexually Transmitted Infection Prevention and Recommendations for Providing Quality Sexually Transmitted Disease Clinical Services, located at https://www.cdc.gov/sti/media/pdfs/2025/06/Program-Operation-Considerations-for-STI-Prevention.pdf: Program Operations Guidelines for STD Prevention | CDC Archive Recommendations for Providing Quality Sexually Transmitted Diseases Clinical Services, 2020 | MMWR.

B. Grantee shall perform the following six (6) core activities:
   1. Community and Individual Behavior Change Interventions;
   2. Partner Services;
   3. Leadership and Program Management;
   4. Surveillance and Data Management;
   5. Training and Professional Development; and
   6. Program Evaluation.

C. Grantee shall maintain written program procedures covering the six (6) core activities. All procedures must be consistent with the requirements of this Contract.

D. Grantee shall perform the activities required under this Contract in the service area designated in this Contract. Service area includes the following county: Tarrant.

E. Grantee shall designate one staff member to be a Local Responsible Party (LRP), who will be responsible overall for ensuring the security of the confidential HIV/STD information the Grantee maintains pursuant to this Contract.

F. Grantee shall comply with all applicable federal and state policies, standards, and guidelines. The following documents are incorporated into this Contract by reference:
   1. DSHS HIV and STD Program Operating Procedures and Standards (POPS), located at: https://txhhs.sharepoint.com/sites/DSHS/dcps/thss/Portal/SitePages/Program-Operating-Procedures-and-Standards-(POPS).aspx;
   2. DSHS TB/HIV/STD and Viral Hepatitis Unit Security Policies and Procedures, located at: https://www.dshs.texas.gov/hivstd/policy/security; Centers for Disease Control and Prevention (CDC)Program Operation Considerations for Sexually Transmitted Infection Prevention, located at: https://www.cdc.gov/sti/media/pdfs/2025/06/Program-Operation-Considerations-for-STI-Prevention.pdf

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3. CDC STD Program Operations Guidelines, located at: https://archive.cdc.gov/#/details?url=https://www.cdc.gov/std/program/gl-2001.htm;
4. CDC STD Treatment Guidelines, located at: https://www.cdc.gov/std/treatment-guidelines/default.htm;
5. Recommendations for Providing Quality Sexually Transmitted Disease Clinical Services; and
6. DSHS HIV and STD Program Policy Reporting Suspected Abuse and Neglect of Children, located at: https://www.dshs.texas.gov/childabusereporting/default.shtm.

G. Grantee shall comply with all applicable federal and state regulations and statutes, as amended, which are incorporated by reference, including, but not limited to:
   1. Chapters 81 and 85 of the Texas Health and Safety Code, especially Section 85.085 of the Texas Health and Safety Code (Physician Supervision of Medical Care), which requires that a licensed physician supervise any medical care or procedure provided under a testing program as required by law;
   2. Chapter 94 of the Texas Health and Safety Code (relating to Education and Prevention Programs for Hepatitis C);
   3. Chapter 98 of the Texas Health and Safety Code (relating to the reporting of Sexually Transmitted Diseases including Human Immunodeficiency Virus);
   4. Chapter 157 of the Texas Occupations Code, Title 3, Subtitle B (relating to physician delegation);
   5. Title 25 of the Texas Administrative Code (TAC) Chapter 97;
   6. TAC Title 22, Part 9, Chapter 169, Subchapter A, Rule §169.1 Definitions; and
   7. TAC Title 22, Part 9, Chapter 169, Subchapter A, Rule §169.2 General Responsibilities of Delegating Physician.

H. Grantee shall perform all activities in accordance with the terms of this Contract and any subsequent instructions from DSHS. Grantee shall request DSHS written approval via email to the designated DSHS contract manager and public health follow-up consultant before diverting from applicable policies, procedures, and protocols and must update its implementation documentation within forty-eight (48) hours of making approved change(s). Changes must not be implemented unless DSHS written approval is provided to Grantee.

I. Performance measures will be used to assess, in part, Grantee's effectiveness in providing the services described in this Contract, without waiving the enforceability of any of the other terms of the Contract.

J. Grantee shall ensure all reportable disease information, partner services data including demographics, required testing, treatment information and required case management information is entered into the designated DSHS database management system for reporting purposes.

K. Grantee shall provide clinical services in accordance with Chapter 12 of DSHS HIV/STD Program POPS for examining, testing, and treating individuals served in public STD clinics.

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L. Grantee shall ensure that individuals seeking STD diagnostic and/or treatment services in public STD clinics are medically managed according to Grantee written protocols and in compliance with DSHS HIV/STD Program POPS, and with CDC STD Treatment Guidelines 2021, as revised.

M. Grantee shall ensure individuals seeking STD diagnostic and/or treatment services in public STD clinics will be offered doxycycline post-exposure prophylaxis (doxy PEP) for bacterial STD prevention in accordance with CDC Clinical Guidelines on the Use of Doxycycline Post-Exposure Prophylaxis for Bacterial Sexually Transmitted Infection Prevention (https://www.cdc.gov/mmwr/volumes/73/rr/rr7302a1.htm).

N. Grantee shall ensure that individuals seeking STD diagnostic and/or treatment services in public STD clinics will be referred for Pre-Exposure Prophylaxis/Non-Occupational Post-Exposure Prophylaxis (PrEP/nPEP) services if at increased risk for HIV but currently HIV negative. Individuals to be prioritized for PrEP referrals include: Men who have Sex with Men (MSM) with rectal GC and/or syphilis; individuals who have an HIV+ partner; individuals in the social-sexual network of an identified HIV molecular, time-space or provider/DIS cluster; and others at increased risk for HIV who could benefit from PrEP.

O. Grantee shall ensure that individuals seeking STD diagnostic and/or treatment services in public STD clinics, who have been previously diagnosed with HIV and have no evidence of care for more than twelve (12) months, be referred to a DIS or other linkage worker to ensure they are re-engaged into HIV medical care.

P. Grantee shall explore mechanisms to expand testing and awareness of STDs via home testing and home self-collection kits and self-collection.

Q. Grantee shall explore mechanisms to use telemedicine or telehealth for individuals seeking STD diagnostic and treatment services and/or PrEP/nPEP services.

R. Grantee shall ensure that a complaint process is maintained and posted in the areas where services are provided, in accordance with Chapter 12 (STD Clinical Standards) of the DSHS HIV/STD Program POPS.

S. Grantee shall maintain a staff retention policy.

T. Grantee shall provide routine staffing updates for vacant positions, in accordance with DSHS required format and schedule for reporting.

U. Grantee shall participate in targeted evaluation activities and other projects as required by DSHS or CDC.

V. Grantee shall ensure that the client survey is conducted at a minimum of two (2) times per year for a total of thirty (30) days. The summary of the feedback must be available for review and identified concerns must be addressed within thirty (30) days of the feedback period.

W. Grantee shall establish and maintain mutually agreed-upon written procedures with local providers to ensure the provision of partner services in accordance with DSHS HIV/STD Program POPS. The procedures must specify processes (e.g., communication) to facilitate timely partner elicitation by the local health department following the delivery of HIV-positive test results to clients by Grantee.

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X. Grantee shall establish and maintain mutually agreed-upon written procedures with local agencies who provide services frequently needed by clients seeking HIV/STD services from Grantee in accordance with DSHS HIV/STD Program POPS. The procedures must specify processes (e.g., communication) to facilitate timely partner elicitation by the local health department following the delivery of HIV-positive test results to clients by Grantee including, but not limited to, the following services:

1. HIV testing and counseling;
2. STD clinical services;
3. Partner services;
4. HIV medical and support services;
5. Substance use treatment services;
6. Harm reduction services; and
7. Mental health services.

At a minimum, such procedures must address conditions associated with making and accepting client referrals. If Grantee provides all of the services in Subsections I(X)(1-7) herein in a specific geographic area, no such agreement is necessary for that area. Grantee shall maintain complete records of all referrals made. These procedures must be finalized and in place within thirty (30) days from the effective date of this Contract.

Y. Grantee shall ensure that performance of activities under this Contract is of a high quality and consistent with all the requirements of this Contract.

Z. Grantee shall conduct regular assessments of Grantee's performance, including compliance with DSHS Program procedures, policies and guidance, contractual conditions, attainment of performance measures, maintenance of adequate staff, and submission of required data and narrative reports. Failure to comply with stated requirements and contractual conditions may result in the immediate loss of Contract funds at the discretion of DSHS.

AA. Grantee shall ensure that all staff designated to provide HIV and/or syphilis screening(s) by collecting blood-based specimens, in both field and clinical settings, complete a phlebotomy training which includes didactic (anatomy and physiology of the blood supply, standard precautions, equipment, technique, potential complications, and interventions) and practicum (demonstration of venipuncture on training arm, field/clinic experiences) components. Supplemental testing must be collected by venipuncture immediately, on site, after a point-of-care preliminary positive test result. Grantee staff shall offer and perform these tests unless the client refuses. HIV and syphilis specimens may be submitted through the DSHS public health laboratory, or another laboratory designated by the Grantee and approved in advance by DSHS.

BB. Grantee shall ensure that all staff designated to deliver all HIV and/or STD results, including positive results, in both field and clinical settings, complete DSHS-approved training prior to providing such services.

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CC. Grantee shall ensure that all staff conducting field work and designated to disclose the reason s/he is contacting persons (e.g., exposure to someone who tested positive for HIV and wanted to ensure s/he had the ability to be tested, positive test results were received from a provider, laboratory, life insurance company, etc.) complete DSHS-approved training prior to providing such services.

DD. Grantee shall ensure that staff performing under this Contract deliver all reactive test results within the designated timeframes referenced in the DSHS HIV/STD Program POPS. Grantee staff shall ensure the client understands the infection(s) s/he has tested reactive for, is offered appropriate treatment for his/her infection(s) and is linked to other medical and social resources as appropriate (e.g., HIV testing and counseling; Pre-Exposure Prophylaxis (PrEP); doxy PEP; Harm Reduction Services; STD clinical services; partner services; HIV medical and support services; substance use treatment services; and mental health services).

EE. Grantee staff operating under this Contract may be reassigned by DSHS or Grantee to respond to Grantee's rapid response efforts or another PHFU program's response to address and intervene in the transmission of reportable STDs, HIV and/or other infections.

FF. Grantee shall ensure that all persons receiving PHFU (initiated partners, those co-infected with a bacterial STD such as syphilis, gonorrhea, and/or chlamydia, and/or individuals in the social-sexual network of an identified HIV cluster) who have been previously diagnosed with HIV and have no evidence of care for more than twelve (12) months are re-engaged to establish HIV medical services. The activities taken to locate the person must be documented in the designated data system. This includes confirmation that the client attended his/her HIV medical care appointment. All the tasks described in this provision must be completed by a Disease Intervention Specialist (DIS).

GG. For women of childbearing capacity, Grantee shall maintain a procedure to provide technical assistance and guidance for providers and systems of care that ensures testing for syphilis is conducted, at a minimum, at the first prenatal visit, during third trimester, and at delivery as required by Chapter 81, Texas Health and Safety Code, Section 81.090.

HH. Grantee shall ensure that staff attend training identified by DSHS to respond to activities. The training will include planning, implementation and evaluation of rapid response activities.

II. Grantee shall maintain training records and ensure that staff complete and continue training as required by DSHS.

II. PERFORMANCE MEASURES

A. Grantee shall follow the requirements for each of the STD Program Objectives in DSHS HIV and STD POPS, with special emphasis on outcomes excerpted below. If the data submitted by Grantee (or otherwise obtained by DSHS) indicates the Grantee's performance does not meet the standards stated in one (1) or more of the objectives, DSHS may (at its sole discretion) require additional measures be taken

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by the Grantee to improve performance and Grantee must implement these measures according to a timetable directed by DSHS.

B. **Public Health Follow-Up (PHFU) Program Objectives**

1. For Syphilis Objectives:

   a. Grantee shall ensure that all individuals newly diagnosed with early syphilis are interviewed within seven (7) days of assignment. If data indicates less than 80% of individuals newly diagnosed with early syphilis covered by the scope of this Contract are interviewed as described, DSHS may, at its sole discretion, require additional measures be taken by the Grantee to improve that percentage. In that scenario, Grantee must follow those additional measures and do so according to the timetable mandated by DSHS. "Early syphilis" means all syphilis cases that are determined to be primary, secondary, or early non-primary/non-secondary syphilis. The CDC definition of syphilis is located at: Syphilis, Primary 2018 Case Definition | CDC.

   b. Grantee shall ensure that 70% of individuals newly diagnosed with early syphilis have at least one named partner documented in their case investigation. This includes a partner elicited during an original or reinterview.

   c. Grantee shall ensure that all partners initiated (partners obtained from the interview/case management process with locating information) are notified of the disease exposure. If data indicates less than 0.75 partner notification index for all initiated partners of early syphilis cases, DSHS may, at its sole discretion, require additional measures be taken by the Grantee to improve that percentage. In that scenario, Grantee must follow those additional measures and do so according to the timetable mandated by DSHS.

   d. Grantee shall ensure that all partners notified of early syphilis exposure are tested and treated for syphilis, including incubating syphilis (disease intervention index). If data indicates less than 60% of notified partners are tested and treated as described, DSHS may (at its sole discretion) require additional measures be taken by the Grantee to improve that percentage. In that scenario, Grantee must follow those additional measures and do so according to the timetable mandated by DSHS.

   e. Grantee shall ensure that a treatment index of at least 0.75 is achieved for all interviews conducted on individuals newly diagnosed with early syphilis. If data indicates less than 0.75 treatment index, DSHS may (at its sole discretion) require additional measures be taken by the Grantee to improve that percentage. In that scenario, Grantee must follow those additional measures and do so according to the timetable mandated by DSHS.

   f. Grantee shall ensure that 90% of pregnant women and 85% of women of childbearing capacity with a syphilis morbidity are identified, appropriately followed up with, and treated appropriately more than forty-five (45) days prior to delivery to prevent congenital syphilis as

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outlined by DSHS HIV/STD Program POPS, Chapter 23.1.2 and Chapter 23.1.3.

g. Grantee shall ensure that 95% of infants born to a woman with a history of syphilis in their jurisdiction are investigated and reported within thirty (30) days of receiving report of birth as outlined by DSHS HIV/STD Program POPS, Chapter 23.

h. Grantee shall ensure that all women of childbearing capacity identified during public health follow-up activities have a documented pregnancy status. If data suggests that less than 90% of women of childbearing capacity with reactive syphilis labs and less than 80% of notified partners, suspects and contacts of childbearing capacity have a documented pregnancy status, as outlined by DSHS HIV/STD Program POPS Chapter 23.1.1, DSHS may (at its sole discretion) require additional measures be taken by the Grantee to improve that percentage. In that scenario, Grantee must follow those additional measures and do so according to the timetable mandated by DSHS.

2. For HIV Objectives:

a. Grantee shall ensure that all individuals newly diagnosed with HIV are interviewed within seven (7) business days. If data indicates that less than 80% of individuals newly diagnosed with HIV are interviewed as described, DSHS may (at its sole discretion) require additional measures be taken by the Grantee to improve that percentage. In that scenario, Grantee must follow those additional measures and do so according to the timetable mandated by DSHS.

b. Grantee shall ensure that all individuals interviewed who have been newly diagnosed with HIV complete their first HIV medical appointment. If data indicates less than 85% of new HIV-positive clients interviewed complete their first HIV medical appointment, DSHS may (at its sole discretion) require additional measures be taken by the Grantee to improve that percentage. In that scenario, Grantee must follow those additional measures and do so according to the timetable mandated by DSHS.

c. Grantee shall ensure that 70% of individuals newly diagnosed with HIV have at least one named partner documented in their case investigation. This includes a partner elicited during an original or reinterview.

d. Grantee shall ensure that all partners initiated (partners obtained from the interview/case management process with enough locating information to attempt notification) on a new HIV interview are notified of the disease exposure. If data indicates less than 0.75 partner notification index, DSHS may (at its sole discretion) require additional measures be taken by the Grantee to improve that percentage. In that scenario, Grantee must follow those additional measures and do so according to the timetable mandated by DSHS.

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e. Grantee shall ensure that all partners notified for HIV exposure are tested for HIV. If data indicates less than 70% of the notified partners are tested for HIV, DSHS may (at its sole discretion) require additional measures be taken by Grantee to improve that percentage. In that scenario, Grantee must follow those additional measures and do so according to the timetable mandated by DSHS.

C. STD Surveillance Objectives

1. Grantee shall ensure 90% of the values for age, sex, county, facility type, and specimen collection date are documented for all chlamydia, gonorrhea, and syphilis reporting.
2. Grantee shall ensure 90% of the values for:
   a. Race/ethnicity;
   b. Sex;
   c. Sex of sex partners;
   d. Pregnancy status;
   e. Clinical signs/symptoms;
   f. HIV status;
   g. Substance use;
   h. Treatment received;
   i. Date of treatment; and
   j. History of syphilis documented for early (primary, secondary, and early non-primary non-secondary) syphilis reporting.
3. Grantee shall ensure 75% of all stages of syphilis cases have a documented adverse outcome status (possible, likely, verified, no) for neurological, ocular, otic, and late clinical manifestations.
4. Grantee shall ensure that 75% of all stages of syphilis cases received adequate treatment as per the STD treatment guidelines.
5. Grantee shall complete syphilis case reporting within ninety (90) days after the CDC's Morbidity and Mortality Weekly Report (MMWR) end date for 2027.
6. Grantee shall maintain updated provider reporting materials in accordance with Chapter 8 under the Communication with Reporting Sources section of the DSHS HIV/STD Program POPS.
7. Grantee shall ensure 85% of out-of-state ICCR syphilis field records have an approved disposition within fourteen (14) business days from Central Office create date.
8. Grantee shall ensure 85% of reactor case assignments (positive labs needing follow-up) are created within two business days of the "Received at Health Department" date.

III. TRAINING REQUIREMENTS

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A. Grantee shall ensure that staff comply with minimum training requirements of personnel operating under this Contract. Compliance will be monitored by DSHS.

B. Grantee shall notify DSHS of completed trainings in the Semiannual reports referenced in Section VIII, Reporting Requirements, herein.

C. Grantee shall require their staff to attend and ensure attendance of training, conferences, and meetings as directed by DSHS and described in this Section.

D. Grantee shall require their staff identified to complete Congenital Syphilis investigations, reviews, and approvals, and their backups to complete DSHS approved Congenital Syphilis Basics Training within six (6) months of being identified to complete the investigations.

E. DIS staff members must:
   1. Read and acknowledge Chapter 3 (HIV/STD Partner Services and Seropositive Notification), Chapter 8 (HIV/STD Surveillance), Chapter 9 (Disease Intervention Specialists Performance Standards) and Chapter 23 (Congenital Syphilis) of the DSHS HIV/STD Program POPS;
   2. Complete DSHS-approved Fundamentals of STD Intervention (FSTDI), including all prerequisites, within six (6) months of employment;
   3. Complete DSHS-approved Fundamentals of Counseling and Testing (FCT) or equivalent within six (6) months of employment;
   4. Complete training in, and demonstrate knowledge of, the designated database management system;
   5. Complete the data security and confidentiality course approved by DSHS within thirty (30) days of employment;
   6. Complete the HIV Navigation in Texas (HNT) within one (1) year of employment; Complete the Motivational Interviewing (MI) training within one (1) year of employment;
   7. Complete field specimen collection and phlebotomy training that has been approved by the local health authority or clinical designee within sixty (60) days of employment;
   8. Demonstrate phlebotomy and specimen collection skills and competency before field specimen collection and annually thereafter. The Grantee shall maintain records of the completed training(s) and skills competency evaluations;
   9. Complete training for all locally sanctioned testing technologies used for specimen collection and processing; and
   10. If having more than one (1) year of experience, complete additional courses as required by DSHS.

F. First-Line Supervisors (FLS) staff must:

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1. Read and acknowledge Chapters 8 (HIV/STI Surveillance), 9 (Disease Intervention Specialists Performance Standards), 10 (First-Line Supervisors Performance Standards), 11 (Regional and Local Health Department HIV/STD Program Manager Performance Standards), and 23 (Congenital Syphilis);
2. Complete all training activities which are required for DIS under this Contract, and FLS must also take the next available Texas First-Line Supervisor (TXFLS) training;
3. If new to the jurisdiction, participate in the HIV Navigation in Texas within one (1) year of employment;
4. Attend the DSHS FLS Summit when offered;
5. Attend quarterly DSHS FLS calls; and
6. Attend any other required DSHS trainings, as scheduled.

G. Program Manager (PM) staff members must:

1. Read and demonstrate understanding of the following DSHS HIV/STD Program POPS Chapters: Chapter 3 (HIV/STD Partner Services and Seropositive Notification), Chapter 8 (HIV/STD Surveillance), Chapter 9 (Disease Intervention Specialists Performance Standards), Chapter 10 (First-Line Supervisors Performance Standards), Chapter 11 (Regional and Local Health Department HIV/STD Program Manager Performance Standards), Chapter 12 (STD Clinical Standards), and Chapter 23 (Congenital Syphilis);
2. Complete all training requirements of DIS and FLS within twenty-four (24) months of hire date;
    a. If a program manager has not completed the required trainings, they must submit a plan of action to their assigned PHFU consultant to meet this deliverable within sixty (60) days of Contract execution;
3. Attend DSHS Leadership Meeting; and
4. Attend monthly DSHS Leadership calls.

H. STD Surveillance staff members must:

1. Read and acknowledge Chapter 8 (HIV/STD Surveillance) of DSHS HIV/STD Program POPS;
2. Complete training in, and demonstrate knowledge of, the designated database management system;
3. Complete the data security and confidentiality course approved by DSHS within thirty (30) days of employment;
4. Attend STD Surveillance training, as scheduled by DSHS;
5. Attend STD Surveillance monthly meetings, as scheduled by DSHS; and
6. Attend any other DSHS-required trainings.

I. Additional recommended trainings and topics for all program staff include:
    1. Health Insurance Portability and Accountability Act (HIPAA);

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2. Ethics;
3. Field Safety;
4. Health Disparities;
5. CPR/First Aid;
6. Automated External Defibrillators (AED);
7. Defensive Driving;
8. Approaches in Harm Reduction;
9. Self-Defense;
10. Non-Violent Crisis Intervention;
11. Status Neutral Biomedical Approaches to HIV Prevention and STD Prevention (Early Intervention, PrEP, nPEP, and Doxycycline PEP);
12. Technical Writing;
13. Computer Skills;
14. Linkage to Care;
15. HIV Care and Treatment;
16. Human Trafficking;
17. Substance Use; and
18. Mental Health.

IV. CONFIDENTIALITY

A. Grantee shall designate and identify a Local Responsible Party and/or HIPAA Privacy Officer, who is authorized to act on behalf of Grantee and is responsible for the development and implementation of the privacy and security requirements of federal and state privacy laws, and responsible for investigating potential privacy incidents at their organization and providing the determination of what type of violation occurred to the HIV/STD Privacy Coordinator.

B. Grantee shall follow the Local Responsible Party Handbook and policies and procedures located on the HIV/STD Security Policies and Procedure page.

C. Grantee shall ensure that its security procedures require that all of its computers and networks meet DSHS Information security standards, as outlined in the Data Use Agreement.

D. Grantee shall maintain a list to DSHS of personnel with access to secured areas and of all identified personnel who have received security training.

E. Grantee shall provide a list to DSHS of personnel with access to all network drives where confidential information is stored and of all identified personnel who have received security training.

F. Grantee shall ensure that requests for HIV/STD system user account terminations are sent to DSHS within one business day of the identification of need for account termination.

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G. Grantee shall transfer secure data electronically using the secure file transfer portal, Globalscape.

H. Grantee shall maintain a visitors' log for individuals entering the secured areas.

I. Grantee shall verify HIV/STD system user passwords are not shared or written down.

J. Grantee shall ensure that portable devices used to store confidential data are approved by the LRP and encrypted.

K. Grantee shall ensure that confidential data and documents are: (1) maintained in a secured area; (2) locked when not in use; (3) not left in plain sight; (4) shredded before disposal; and (5) clearly marked as containing confidential information.

V. HIV/STD RAPID RESPONSE PLAN

A. DSHS will review the proposed Rapid Response Plan and provide guidance to the Grantee.

B. Grantee shall develop, update, and submit a local HIV/STD Rapid Response Plan, and submit by February 1 of each year of the Contract to the designated DSHS staff. The plan must include how the Grantee will:

1. Identify responsible parties for planned activities including, but not limited to, response coordinator, activity team lead, collaborative lead, and medical lead;
2. Identify increases in disease or outbreaks;
3. Increase active surveillance;
4. Examine outbreak characteristics;
5. Educate health care providers and the community of disease outbreak (e.g., including signs/symptoms, available resources, disease trends, reporting requirements, testing algorithms, and testing/treatment options);
6. Inform media outlets, as appropriate;
7. Conduct case-related screening efforts including testing in correctional settings (as appropriate);
8. Enhance partner services;
9. Expand clinical access and services (e.g., increase clinical hours or days of services, employ rapid testing, enhance prophylactic treatment protocols); and
10. Adjust work hours for employees involved in the response to allow staff to work alternate hours or extended hours during response.

C. Grantee shall inform DSHS Central Office Capacity Development Coordinator, STD Program Manager, and STD Surveillance Manager of rapid response or outbreak declarations prior to formal announcements.

D. Grantee shall establish and maintain collaborative relationships with local businesses, community clinics, and community-based organizations who serve

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populations most affected by HIV or other STDs, as well as with appropriate local and institutional individuals and groups (e.g., providers, hospitals, mental health and intellectually disabled facilities, infection control nurses), in order to implement the local Rapid Response Plan.

E. Grantee shall continue to enhance their current HIV/STD surveillance system, by improving reporting of providers and laboratories and increasing the number of sites that report electronically.

F. Grantee shall make all DSHS-directed revisions to the Rapid Response Plan and submit a revised version to the DSHS designated program consultant by the directed deadline.

G. Grantee shall notify local leadership and key stakeholders of the finalized plan and maintain a copy within the Program.

H. Grantee shall comply with the final, DSHS-approved version of the Rapid Response Plan when an outbreak is identified.

I. Grantee shall designate program DIS persons to respond to local and statewide rapid response activities when necessary. The identified staff must complete DSHS identified trainings prior to assignment. The number of staff will be as directed by the DSHS Rapid Response Team leader, to conduct disease intervention activities as prescribed in the Grantee's final, approved STD Rapid Response Plan.

J. Grantee shall respond in writing via email to the Program Capacity Development Coordinator using the designated case analysis form when the biweekly syphilis threshold report notes a possible increase in cases.

K. Grantee shall participate in, follow guidelines for, and complete HIV response activities for preventing and managing HIV clusters and outbreaks, according to the Texas Cluster Detection and Response Plan.

L. Grantee will designate staff members to respond to HIV cluster assignments as directed by the Texas Cluster Detection Response Team.

M. Grantee shall complete HIV cluster assignments including, but not limited to, interviewing, retesting, and re-linkage to care during the designated cluster response period.

N. Grantee shall collaborate with external stakeholders, including community organizations, healthcare providers, and other relevant entities, to implement appropriate community interventions when such activities are deemed necessary as outlined in the Texas Cluster Detection and Response Plan.

VI. LABORATORY

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A. Grantee will conduct laboratory testing (chlamydia, gonorrhea, syphilis, and HIV tests) for specimens collected in clinical and non-clinical settings for persons who present to the Grantee's facility and are at risk for acquiring an infection.

B. Grantee will collaborate with the Texas Infertility Prevention Project (TIPP) by processing chlamydia and gonorrhea specimens for TIPP sites who utilize the Grantee's laboratory.

VII. REPORTING REQUIREMENTS

A. Grantee shall submit reports to DSHS in accordance with the schedule outlined in this section for the corresponding calendar year.

B. **STATE FISCAL YEAR 2027 REPORTING:**

REPORT NAME	FREQUENCY	PERIOD BEGIN	PERIOD END	DUE DATE
Semiannual Report	First six (6) months	09/01/2026	02/28/2027	03/31/2027
Semiannual Report	Remaining six (6) months	03/01/2027	08/31/2027	09/30/2027
Property Inventory Report	Annually	09/01/2026	08/31/2027	10/15/2027
Local Responsible Party Biannual Security Assessment (LRP) Report	First six (6) months	09/01/2026	02/28/2027	03/31/2027
Local Responsible Party Biannual Security Assessment (LRP) Report	Remaining six (6) months	03/01/2027	08/31/2027	09/30/2027
Financial Status Report (FSR)	First six (6) months	09/01/2026	02/28/2027	03/31/2027
Final FSR	Remaining six (6) months	03/1/2027	08/31/2027	09/30/2027

VIII. INVOICE AND BUDGET

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A. Invoices must be submitted monthly. Grantee shall submit timely "zero dollar" invoices if Grantee does not incur expenses during the month. Invoices and all supporting documentation must be emailed to invoices@dshs.texas.gov and cmu.invoices@dshs.texas.gov simultaneously. Grantee shall submit a final close-out invoice and final financial status report no later than thirty (30) calendar days following the end of each Contract period. Invoices received more than thirty (30) calendar days past the end of the Contract term are subject to denial of payment.

B. DSHS will monitor Grantee's expenditures on a biannual basis. If expenditures are below the Contract amount of the budget year, then, System Agency, in its sole discretion, may reduce the Grantee's budget for the remainder of the Contract term. System Agency also may reduce Grantee's budget if Grantee has vacant positions existing for more than ninety (90) consecutive calendar days.

C. Grantee shall maintain an inventory of equipment, supplies, and real property. Grantee shall submit an annual cumulative report on DSHS Grantee's Property Inventory Report to the DSHS Contract Representative and FSOequip@dshs.texas.gov by email not later than October 15 of each year. Controlled Assets include firearms, regardless of the acquisition cost, and the following assets with an acquisition cost of $500.00 or more, but less than $10,000.00: desktop and laptop computers (including notebooks, tablets and similar devices), non-portable printers and copiers, emergency management equipment, communication devices and systems, medical and laboratory equipment, and media equipment. Controlled Assets do not include a capitalized asset, real property, an improvement to real property, or infrastructure.

D. DSHS-approved budget may be revised by Grantee in accordance with the following requirements:

1. For any transfer between budget categories, Grantee shall provide notification of transfer between budget categories by submission of a request for budget change in DSHS-directed format (hereafter the "Budget Change Form") to the DSHS Contract Representative, highlighting the areas affected by the budget transfer and written justification for the transfer request. After DSHS review, the designated DSHS Contract Representative will provide notification of acceptance or rejection to Grantee by email.

2. For transfer of funds between budget categories, other than the 'Equipment' and 'Indirect Cost' categories, for less than or equal to a cumulative twenty-five (25) percent of the total value of the respective Contract budget period, Grantee shall timely submit the Budget Change Form for DSHS approval. If approved, the revised budget will be incorporated into the Contract.

3. For transfer of funds between budget categories, other than the 'Equipment' and 'Indirect Cost' categories, that cumulatively exceeds twenty-five (25) percent of the total value of the respective Contract budget period, Grantee shall submit timely written notification to the DSHS Contract Representative using the Budget Change Form and request DSHS approval. If the revision is approved, the budget

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revision is not authorized, and the funds cannot be utilized until an amendment incorporating the change(s) is executed by the Parties.

4. Any transfer between budget categories that includes 'Equipment' and/or 'Indirect Cost' categories must be incorporated by amendment. Grantee shall submit timely written notification to the DSHS Contract Representative using the Budget Change Form and request DSHS approval. If the revision is approved, the budget revision is not authorized, and the funds cannot be utilized until an amendment incorporating the change(s) is executed by the Parties.

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ATTACHMENT B-4
REVISED BUDGET

Budget FY 2027 September 1, 2026 – August 31, 2027	
Budget Category	**Category Total**
Personnel	$945,243.00
Fringe Benefits	$368,078.00
Travel	$17,300.00
Equipment	$0.00
Supplies	$37,377.00
Contractual	$0.00
Other	$9,020.00
Total Direct Costs	$1,377,018.00
Indirect Costs	$141,786.00
Total:	**$1,518,804.00**

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HEALTH AND HUMAN SERVICES
Contract Number HHS001315900008

Attachment D-4 CONTRACT AFFIRMATIONS

For purposes of these Contract Affirmations, HHS includes both the Health and Human Services Commission (HHSC) and the Department of State Health Services (DSHS). System Agency refers to HHSC, DSHS, or both, that will be a party to this Contract. These Contract Affirmations apply to all Contractors and Grantees (referred to as "Contractor") regardless of their business form (e.g., individual, partnership, corporation).

By entering into this Contract, Contractor affirms, without exception, understands, and agrees to comply with the following items through the life of the Contract:

1. Contractor represents and warrants that these Contract Affirmations apply to Contractor and all of Contractor's principals, officers, directors, shareholders, partners, owners, agents, employees, subcontractors, independent contractors, and any other representatives who may provide services under, who have a financial interest in, or otherwise are interested in this Contract and any related Solicitation.

2. Complete and Accurate Information

Contractor represents and warrants that all statements and information provided to HHS are current, complete, and accurate. This includes all statements and information in this Contract and any related Solicitation Response.

3. Public Information Act

Contractor understands that HHS will comply with the Texas Public Information Act (Chapter 552 of the Texas Government Code) as interpreted by judicial rulings and opinions of the Attorney General of the State of Texas. Information, documentation, and other material prepared and submitted in connection with this Contract or any related Solicitation may be subject to public disclosure pursuant to the Texas Public Information Act. In accordance with Section 2252.907 of the Texas Government Code, Contractor is required to make any information created or exchanged with the State pursuant to the Contract, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.

4. Contracting Information Requirements

Contractor represents and warrants that it will comply with the requirements of Section 552.372(a) of the Texas Government Code. Except as provided by Section 552.374(c) of the Texas Government Code, the requirements of Subchapter J (Additional Provisions Related to Contracting Information), Chapter 552 of the Government Code, may apply to the Contract and the Contractor agrees that the Contract can be terminated if the Contractor knowingly or intentionally fails to comply with a requirement of that subchapter.

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5. Assignment

A. Contractor shall not assign its rights under the Contract or delegate the performance of its duties under the Contract without prior written approval from System Agency. Any attempted assignment in violation of this provision is void and without effect.

B. Contractor understands and agrees the System Agency may in one or more transactions assign, pledge, or transfer the Contract. Upon receipt of System Agency's notice of assignment, pledge, or transfer, Contractor shall cooperate with System Agency in giving effect to such assignment, pledge, or transfer, at no cost to System Agency or to the recipient entity.

6. Terms and Conditions

Contractor accepts the Solicitation terms and conditions unless specifically noted by exceptions advanced in the form and manner directed in the Solicitation, if any, under which this Contract was awarded. Contractor agrees that all exceptions to the Solicitation, as well as terms and conditions advanced by Contractor that differ in any manner from HHS' terms and conditions, if any, are rejected unless expressly accepted by System Agency in writing.

7. HHS Right to Use

Contractor agrees that HHS has the right to use, produce, and distribute copies of and to disclose to HHS employees, agents, and contractors and other governmental entities all or part of this Contract or any related Solicitation Response as HHS deems necessary to complete the procurement process or comply with state or federal laws.

8. Release from Liability

Contractor generally releases from liability and waives all claims against any party providing information about the Contractor at the request of System Agency.

9. Dealings with Public Servants

Contractor has not given, has not offered to give, and does not intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this Contract or any related Solicitation, or related Solicitation Response.

10. Financial Participation Prohibited

Under Section 2155.004, Texas Government Code (relating to financial participation in preparing solicitations), Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

11. Prior Disaster Relief Contract Violation

Under Sections 2155.006 and 2261.053 of the Texas Government Code (relating to convictions and penalties regarding Hurricane Rita, Hurricane Katrina, and other disasters), the Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract

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and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

12. Child Support Obligation

Under Section 231.006(d) of the Texas Family Code regarding child support, Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive the specified payment and acknowledges that the Contract may be terminated and payment may be withheld if this certification is inaccurate. If the certification is shown to be false, Contractor may be liable for additional costs and damages set out in 231.006(f).

13. Suspension and Debarment

Contractor certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the *State of Texas Debarred Vendor List* maintained by the Texas Comptroller of Public Accounts and the *System for Award Management (SAM*) maintained by the General Services Administration. This certification is made pursuant to the regulations implementing Executive Order 12549 and Executive Order 12689, Debarment and Suspension, 2 C.F.R. Part 376, and any relevant regulations promulgated by the Department or Agency funding this project. This provision shall be included in its entirety in Contractor's subcontracts, if any, if payment in whole or in part is from federal funds.

14. Excluded Parties

Contractor certifies that it is not listed in the prohibited vendors list authorized by Executive Order 13224, *"Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism,"* published by the United States Department of the Treasury, Office of Foreign Assets Control.'

15. Foreign Terrorist Organizations

Contractor represents and warrants that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization, as prohibited by Section 2252.152 of the Texas Government Code.

16. Executive Head of a State Agency

In accordance with Section 669.003 of the Texas Government Code, relating to contracting with the executive head of a state agency, Contractor certifies that it is not (1) the executive head of an HHS agency, (2) a person who at any time during the four years before the date of this Contract was the executive head of an HHS agency, or (3) a person who employs a current or former executive head of an HHS agency.

17. Human Trafficking Prohibition

Under Section 2155.0061 of the Texas Government Code, Contractor certifies that the individual or business entity named in this Contract is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

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18. Franchise Tax Status

Contractor represents and warrants that it is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171 of the Texas Tax Code.

19. Debts and Delinquencies

Contractor agrees that any payments due under this Contract shall be applied towards any debt or delinquency that is owed to the State of Texas.

20. Lobbying Prohibition

Contractor represents and warrants that payments to Contractor and Contractor's receipt of appropriated or other funds under this Contract or any related Solicitation are not prohibited by Sections 556.005, 556.0055, or 556.008 of the Texas Government Code (relating to use of appropriated money or state funds to employ or pay lobbyists, lobbying expenses, or influence legislation).

21. Buy Texas

Contractor agrees to comply with Section 2155.4441 of the Texas Government Code, requiring the purchase of products and materials produced in the State of Texas in performing service contracts.

22. Disaster Recovery Plan

Contractor agrees that upon request of System Agency, Contractor shall provide copies of its most recent business continuity and disaster recovery plans.

23. Computer Equipment Recycling Program

If this Contract is for the purchase or lease of computer equipment, then Contractor certifies that it is in compliance with Subchapter Y, Chapter 361 of the Texas Health and Safety Code related to the Computer Equipment Recycling Program and the Texas Commission on Environmental Quality rules in 30 TAC Chapter 328.

24. Television Equipment Recycling Program

If this Contract is for the purchase or lease of covered television equipment, then Contractor certifies that it is compliance with Subchapter Z, Chapter 361 of the Texas Health and Safety Code related to the Television Equipment Recycling Program.

25. Cybersecurity Training

A. Contractor represents and warrants that it will comply with the requirements of Section 2063.104 of the Texas Government Code relating to cybersecurity training and required verification of completion of the training program.

B. Contractor represents and warrants that if Contractor or Subcontractors, officers, or employees of Contractor have access to any state computer system or database, the Contractor, Subcontractors, officers, and employees of Contractor shall complete cybersecurity training pursuant to and in accordance with Government Code, Section 2063.104.

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26. Restricted Employment for Certain State Personnel

Contractor acknowledges that, pursuant to Section 572.069 of the Texas Government Code, a former state officer or employee of a state agency who during the period of state service or employment participated on behalf of a state agency in a procurement or contract negotiation involving Contractor may not accept employment from Contractor before the second anniversary of the date the Contract is signed or the procurement is terminated or withdrawn.

27. No Conflicts of Interest

A. Contractor represents and warrants that it has no actual or potential conflicts of interest in providing the requested goods or services to System Agency under this Contract or any related Solicitation and that Contractor's provision of the requested goods and/or services under this Contract and any related Solicitation will not constitute an actual or potential conflict of interest or reasonably create an appearance of impropriety.

B. Contractor agrees that, if after execution of the Contract, Contractor discovers or is made aware of a Conflict of Interest, Contractor will immediately and fully disclose such interest in writing to System Agency. In addition, Contractor will promptly and fully disclose any relationship that might be perceived or represented as a conflict after its discovery by Contractor or by System Agency as a potential conflict. System Agency reserves the right to make a final determination regarding the existence of Conflicts of Interest, and Contractor agrees to abide by System Agency's decision.

28. Fraud, Waste, and Abuse

Contractor understands that HHS does not tolerate any type of fraud, waste, or abuse. Violations of law, agency policies, or standards of ethical conduct will be investigated, and appropriate actions will be taken. Pursuant to Texas Government Code, Section 321.022, if the administrative head of a department or entity that is subject to audit by the state auditor has reasonable cause to believe that money received from the state by the department or entity or by a client or contractor of the department or entity may have been lost, misappropriated, or misused, or that other fraudulent or unlawful conduct has occurred in relation to the operation of the department or entity, the administrative head shall report the reason and basis for the belief to the Texas State Auditor's Office (SAO). All employees or contractors who have reasonable cause to believe that fraud, waste, or abuse has occurred (including misconduct by any HHS employee, Grantee officer, agent, employee, or subcontractor that would constitute fraud, waste, or abuse) are required to immediately report the questioned activity to the Health and Human Services Commission's Office of Inspector General. Contractor agrees to comply with all applicable laws, rules, regulations, and System Agency policies regarding fraud, waste, and abuse including, but not limited to, HHS Circular C-027.

A report to the SAO must be made through one of the following avenues:

- SAO Toll Free Hotline: 1-800-TX-AUDIT
- SAO website: http://sao.fraud.state.tx.us/

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All reports made to the OIG must be made through one of the following avenues:

- OIG Toll Free Hotline 1-800-436-6184
- OIG Website: ReportTexasFraud.com
- Internal Affairs Email: InternalAffairsReferral@hhsc.state.tx.us
- OIG Hotline Email: OIGFraudHotline@hhsc.state.tx.us.
- OIG Mailing Address: Office of Inspector General
  Attn: Fraud Hotline
  MC 1300
  P.O. Box 85200
  Austin, Texas 78708-5200

29. Antitrust

The undersigned affirms under penalty of perjury of the laws of the State of Texas that:

A. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

B. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any federal antitrust law; and

C. neither I nor any representative of the Contractor has directly or indirectly communicated any of the contents of this Contract and any related Solicitation Response to a competitor of the Contractor or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Contractor.

30. Legal and Regulatory Actions

Contractor represents and warrants that it is not aware of and has received no notice of any court or governmental agency proceeding, investigation, or other action pending or threatened against Contractor or any of the individuals or entities included in numbered paragraph 1 of these Contract Affirmations within the five (5) calendar years immediately preceding execution of this Contract or the submission of any related Solicitation Response that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. If Contractor is unable to make the preceding representation and warranty, then Contractor instead represents and warrants that it has provided to System Agency a complete, detailed disclosure of any such court or governmental agency proceeding, investigation, or other action that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. In addition, Contractor acknowledges this is a continuing disclosure requirement. Contractor represents and warrants that Contractor shall notify System Agency in writing within five (5) business days of any changes to the representations or warranties in this clause and understands that failure to so timely update System Agency shall constitute breach of contract and may result in immediate contract termination.

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31. No Felony Criminal Convictions

Contractor represents that neither Contractor nor any of its employees, agents, or representatives, including any subcontractors and employees, agents, or representative of such subcontractors, have been convicted of a felony criminal offense or that if such a conviction has occurred Contractor has fully advised System Agency in writing of the facts and circumstances surrounding the convictions.

32. Unfair Business Practices

Contractor represents and warrants that it has not been the subject of allegations of Deceptive Trade Practices violations under Chapter 17 of the Texas Business and Commerce Code, or allegations of any unfair business practice in any administrative hearing or court suit and that Contractor has not been found to be liable for such practices in such proceedings. Contractor certifies that it has no officers who have served as officers of other entities who have been the subject of allegations of Deceptive Trade Practices violations or allegations of any unfair business practices in an administrative hearing or court suit and that such officers have not been found to be liable for such practices in such proceedings**.**

33. Entities that Boycott Israel

Contractor represents and warrants that (1) it does not, and shall not for the duration of the Contract, boycott Israel or (2) the verification required by Section 2271.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

34. E-Verify

Contractor certifies that for contracts for services, Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system during the term of this Contract to determine the eligibility of:

1. all persons employed by Contractor to perform duties within Texas; and
2. all persons, including subcontractors, assigned by Contractor to perform work pursuant to this Contract within the United States of America.

35. Former Agency Employees – Certain Contracts

If this Contract is an employment contract, a professional services contract under Chapter 2254 of the Texas Government Code, or a consulting services contract under Chapter 2254 of the Texas Government Code, in accordance with Section 2252.901 of the Texas Government Code, Contractor represents and warrants that neither Contractor nor any of Contractor's employees including, but not limited to, those authorized to provide services under the Contract, were former employees of an HHS Agency during the twelve (12) month period immediately prior to the date of the execution of the Contract.

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36. Disclosure of Prior State Employment – Consulting Services

If this Contract is for consulting services,

A. In accordance with Section 2254.033 of the Texas Government Code, a Contractor providing consulting services who has been employed by, or employs an individual who has been employed by, System Agency or another State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services must disclose the following information in its offer to provide services. Contractor hereby certifies that this information was provided and remains true, correct, and complete:

   1. Name of individual(s) (Contractor or employee(s));
   2. Status;
   3. The nature of the previous employment with HHSC or the other State of Texas agency;
   4. The date the employment was terminated and the reason for the termination; and
   5. The annual rate of compensation for the employment at the time of its termination.

B. If no information was provided in response to Section A above, Contractor certifies that neither Contractor nor any individual employed by Contractor was employed by System Agency or any other State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services.

37. Abortion Funding Limitation

Contractor understands, acknowledges, and agrees that, pursuant to Article IX of the General Appropriations Act (the Act), to the extent allowed by federal and state law, money appropriated by the Texas Legislature may not be distributed to any individual or entity that, during the period for which funds are appropriated under the Act:

1. performs an abortion procedure that is not reimbursable under the state's Medicaid program;
2. is commonly owned, managed, or controlled by an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program; or
3. is a franchise or affiliate of an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program.

The provision does not apply to a hospital licensed under Chapter 241, Health and Safety Code, or an office exempt under Section 245.004(a)(2), Health and Safety Code. Contractor represents and warrants that it is not ineligible, nor will it be ineligible during the term of this Contract, to receive appropriated funding pursuant to Article IX.

38. Funding Eligibility

Contractor understands, acknowledges, and agrees that, pursuant to Chapter 2273 of the Texas Government Code, except as exempted under that Chapter, HHSC cannot (1) contract with (a) an abortion provider or an affiliate of an abortion provider; or (b) an abortion assistance entity for the purpose of providing an abortion or abortion assistance;

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or (2) contract or appropriate or spend money to provide any person logistical support for the express purpose of assisting a woman with procuring an abortion or the services of an abortion provider. Respondent certifies that it is not ineligible to contract with System Agency under the terms of Chapter 2273 of the Texas Government Code and certifies that the contract is not a taxpayer resource transaction, appropriation, or expenditure of money prohibited by Chapter 2273 of the Texas Government Code.

39. Gender Transitioning and Gender Reassignment Procedures and Treatments for Certain Children – Prohibited Use of Public Money; Prohibited State Health Plan Reimbursement.

Contractor understands, acknowledges, and agrees that, pursuant to Section 161.704 of the Texas Health and Safety Code (eff. Sept. 1, 2023), public money may not directly or indirectly be used, granted, paid, or distributed to any health care provider, medical school, hospital, physician, or any other entity, organization, or individual that provides or facilitates the provision of a procedure or treatment to a child that is prohibited under Section 161.702 of the Texas Health and Safety Code. Contractor also understands, acknowledges, and agrees that, pursuant to Section 161.705 of the Texas Health and Safety Code (eff. Sept. 1, 2023), HHSC may not provide Medicaid reimbursement and the child health plan program established under Chapter 62 may not provide reimbursement to a physician or health care provider for provision of a procedure or treatment to a child that is prohibited under Section 161.702 of the Texas Health and Safety Code. Contractor certifies that it is not ineligible to contract with System Agency under the terms of Chapter 161, Subchapter Y, of the Texas Health and Safety Code.

40. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment (2 CFR 200.216)

Contractor certifies that the individual or business entity named in this Response or Contract is not ineligible to receive the specified Contract or funding pursuant to 2 CFR 200.216.

41. COVID-19 Vaccine Passports

Pursuant to Texas Health and Safety Code, Section 161.0085(c), Contractor certifies that it does not require its customers to provide any documentation certifying the customer's COVID-19 vaccination or post-transmission recovery on entry to, to gain access to, or to receive service from the Contractor's business. Contractor acknowledges that such a vaccine or recovery requirement would make Contractor ineligible for a state-funded contract.

42. Entities that Boycott Energy Companies

Pursuant to Section 2276.002 of the Texas Government Code (relating to prohibition on contracts with companies boycotting certain energy companies), Contractor represents and warrants that: (1) it does not, and will not for the duration of the Contract, boycott energy companies or (2) the verification required by Section 2276.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this

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provision change during the course of the Contract, Contractor shall promptly notify System Agency.

43. Entities that Discriminate Against Firearm and Ammunition Industries

In accordance with Senate Bill 19, Acts 2021, 87th Leg., R.S., pursuant to Section 2274.002 of the Texas Government Code (relating to prohibition on contracts with companies that discriminate against firearm and ammunition industries), Contractor verifies that: (1) it does not, and will not for the duration of the Contract, have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association or (2) the verification required by Section 2274.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

44. Security Controls for State Agency Data

In accordance with Senate Bill 475, Acts 2021, 87th Leg., R.S., pursuant to Texas Government Code, Section 2054.138, Contractor understands, acknowledges, and agrees that if, pursuant to this Contract, Contractor is or will be authorized to access, transmit, use, or store data for System Agency, Contractor is required to meet the security controls the System Agency determines are proportionate with System Agency's risk under the Contract based on the sensitivity of System Agency's data and that Contractor must periodically provide to System Agency evidence that Contractor meets the security controls required under the Contract.

45. Cloud Computing State Risk and Authorization Management Program (TX-RAMP)

Pursuant to Texas Government Code, Section 2063.408, Contractor acknowledges and agrees that, if providing cloud computing services for System Agency, Contractor must comply with the requirements of the state risk and authorization management program and that System Agency may not enter or renew a contract with Contractor to purchase cloud computing services for the agency that are subject to the state risk and authorization management program unless Contractor demonstrates compliance with program requirements. If providing cloud computing services for System Agency that are subject to the state risk and authorization management program, Contractor certifies it will maintain program compliance and certification throughout the term of the Contract.

46. Contract for Professional Services of Physicians, Optometrists, and Registered Nurses

In accordance with Senate Bill 799, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2254.008(a)(2) is applicable to this Contract, Contractor affirms that it possesses the necessary occupational licenses and experience.

47. Foreign-Owned Companies in Connection with Critical Infrastructure

If Texas Government Code, Section 2275.0102(a)(1) (relating to prohibition on contracts with certain foreign-owned companies in connection with critical infrastructure) is applicable to this Contract, pursuant to Government Code Section 2275.0102, Contractor certifies that neither it nor its parent company, nor any affiliate of Contractor or its parent company, is: (1) majority owned or controlled by citizens or governmental entities of

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China, Iran, North Korea, Russia, or any other country designated by the Governor under Government Code Section 2275.0103 or (2) headquartered in any of those countries.

48. Critical Infrastructure Subcontracts

For purposes of this Paragraph, the designated countries are China, Iran, North Korea, Russia, and any countries lawfully designated by the Governor as a threat to critical infrastructure. Pursuant to Section 117.002 of the Business and Commerce Code, Contractor shall not enter into a subcontract that will provide direct or remote access to or control of critical infrastructure, as defined by Section 117.001 of the Texas Business and Commerce Code, in this state, other than access specifically allowed for product warranty and support purposes to any subcontractor unless (i) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is majority owned or controlled by citizens or governmental entities of a designated country; and (ii) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is headquartered in a designated country. Contractor will notify the System Agency before entering into any subcontract that will provide direct or remote access to or control of critical infrastructure, as defined by Section 117.001 of the Texas Business & Commerce Code, in this state.

49. Enforcement of Certain Federal Firearms Laws Prohibited

In accordance with House Bill 957, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2.101 is applicable to Contractor, Contractor certifies that it is not ineligible to receive state grant funds pursuant to Texas Government Code, Section 2.103.

50. Prohibition on Abortions

Contractor understands, acknowledges, and agrees that, pursuant to Article II of the General Appropriations Act, (1) no funds shall be used to pay the direct or indirect costs (including marketing, overhead, rent, phones, and utilities) of abortion procedures provided by contractors of HHSC; and (2) no funds appropriated for Medicaid Family Planning, Healthy Texas Women Program, or the Family Planning Program shall be distributed to individuals or entities that perform elective abortion procedures or that contract with or provide funds to individuals or entities for the performance of elective abortion procedures. Contractor represents and warrants that it is not ineligible, nor will it be ineligible during the term of this Contract, to receive appropriated funding pursuant to Article II.

51. Hardening of State Government

Pursuant to Executive Order GA-48, relating to hardening of state government, issued November 19, 2024, Contractor certifies it is not and, if applicable, any of its holding companies or subsidiaries is not:

a. Listed in Section 889 of the 2019 National Defense Authorization Act (NDAA); or

b. Listed in Section 1260H of the 2021 NDAA; or

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c. Owned by the government of a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4; or

d. Controlled by any governing or regulatory body located in a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4.

52. Artificial Intelligence Disclosure.

Contractor certifies that it has disclosed in writing to System Agency each artificial intelligence system it may use to complete any deliverable or a portion of any deliverable under the Contract. "Artificial intelligence system" means a machine-based system that for explicit or implicit objectives infers from provided information a method to generate outputs, such as predictions, content, recommendations, or decisions, to influence a physical or virtual environment with varying levels of autonomy and adaptiveness after deployment. Contractor promises not to use an artificial intelligence system to perform the Contract without the prior written consent of System Agency.

53. Surveillance, Intimidation, and Related Acts.

Contractor certifies that it (and its subcontractors) have not, and if awarded a contract, will not, either directly or indirectly through a third party, engage in surveillance targeting or engage in an act of intimidation, coercion, extortion, undue influence, or other similar conduct intended to influence, silence, or retaliate against:

(1) a member of the state legislature or person employed to support the state legislature in any capacity;

(2) a family member of a person described by (1);

(3) a state agency employee; or

(4) an individual making a complaint or raising concerns regarding state agency operations or contracting.

Contractor certifies that it and its subcontractors have not, and if awarded a contract will not, either directly or indirectly through a third party, use private or confidential information to manipulate or influence a state contracting decision or proceeding. Contractor acknowledges that it, its executives and directors, and other associated entities and individuals could be terminated, barred from state contracts, and penalized up to $2 million for a violation of Government Code, Section 2261.302.

54. False Representation

Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

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55. False Statements

Contractor represents and warrants that all statements and information prepared and submitted by Contractor in this Contract and any related Solicitation Response are current, complete, true, and accurate. Contractor acknowledges any false statement or material misrepresentation made by Contractor during the performance of this Contract or any related Solicitation is a material breach of contract and may void this Contract. Further, Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

56. Permits and License

Contractor represents and warrants that it will comply with all applicable laws and maintain all permits and licenses required by applicable city, county, state, and federal rules, regulations, statutes, codes, and other laws that pertain to this Contract.

57. Equal Employment Opportunity

Contractor represents and warrants its compliance with all applicable duly enacted state and federal laws governing equal employment opportunities.

58. Federal Occupational Safety and Health Law

Contractor represents and warrants that all articles and services shall meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Act of 1970, as amended (29 U.S.C. Chapter 15).

59. Signature Authority

Contractor represents and warrants that the individual signing this Contract Affirmations document is authorized to sign on behalf of Contractor and to bind the Contractor.

Signature Page Follows

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Authorized representative on behalf of Contractor must complete and sign the following:

Tarrant County

Legal Name of Contractor

Assumed Business Name of Contractor, if applicable (d/b/a or 'doing business as')

Texas County(s) for Assumed Business Name (d/b/a or 'doing business as')
Attach Assumed Name Certificate(s) filed with the Texas Secretary of State and Assumed Name Certificate(s), if any, for each Texas County Where Assumed Name Certificate(s) has been filed.

Signature of Authorized Representative	**Date Signed**
Tim O'Hare	County Judge
Printed Name of Authorized Representative First, Middle Name or Initial, and Last Name	**Title of Authorized Representative**
100 E. Weatherford St.	Fort Worth, TX 76196-0103
Physical Street Address	**City, State, Zip Code**
Mailing Address, if different	**City, State, Zip Code**
817-884-1040	N/A
Phone Number	**Fax Number**
countyjudgegrants@tarrantcountytx.gov	68365220
Email Address	**DUNS Number**
75-6001170	17560011706
Federal Employer Identification Number	**Texas Identification Number (TIN)**
N/A	N/A
Texas Franchise Tax Number	**Texas Secretary of State Filing Number**
DBH1UNN8U5J3	
SAM.gov Unique Entity Identifier (UEI)	

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TEXAS Health and Human Services | Texas Department of State Health Services

Fiscal Federal Funding Accountability and Transparency Act (FFATA)

The certifications enumerated below represent material facts upon which DSHS relies when reporting information to the federal government required under federal law. If the Department later determines that the Contractor knowingly rendered an erroneous certification, DSHS may pursue all available remedies in accordance with Texas and U.S. law. Signor further agrees that it will provide immediate written notice to DSHS if at any time Signor learns that any of the certifications provided for below were erroneous when submitted or have since become erroneous by reason of changed circumstances. ***If the Signor cannot certify all of the statements contained in this section, Signor must provide written notice to DSHS detailing which of the below statements it cannot certify and why*.**

Legal Name of Contractor: Tarrant County	**FFATA Contact: (Name, Email and Phone Number):** Tim O'Hare, countyjudgegrants@tarrantcountytx.gov 817-884-1040
Primary Address of Contractor: 100 E. Weatherford St., Fort Worth, TX	**Zip Code: 9-digits required www.usps.com** 76196-0103
Unique Entity ID (UEI): This number replaces the DUNS www.sam.gov DBH1UNN8U5J3	**State of Texas Comptroller Vendor Identification Number (VIN) – 14 digits:** 17560011706006

Printed Name of Authorized Representative: Tim O'Hare	**Signature of Authorized Representative**
Title of Authorized Representative County Judge	**Date Signed** 6/9/2026

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Fiscal Federal Funding Accountability and Transparency Act (FFATA) CERTIFICATION

As the duly authorized representative (Signor) of the Contractor, I hereby certify that the statements made by me in this certification form are true, complete, and correct to the best of my knowledge.

Did your organization have a gross income, from all sources, of less than $300,000 in your previous tax year? Yes ☐ No ☑

If your answer is "Yes", skip questions "A", "B", and "C" and finish the certification. If your answer is "No", answer questions "A" and "B".

A. Certification Regarding % of Annual Gross from Federal Awards.
Did your organization receive 80% or more of its annual gross revenue from federal awards during the preceding fiscal year? Yes ☐ No ☑

B. Certification Regarding Amount of Annual Gross from Federal Awards.
Did your organization receive $25 million or more in annual gross revenues from federal awards in the preceding fiscal year? Yes ☑ No ☐

If your answer is "Yes" to both question "A" and "B", you must answer question "C".
If your answer is "No" to either question "A" or "B", skip question "C" and finish the certification.

C. Certification Regarding Public Access to Compensation Information.
Does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? Yes ☐ No ☐

If your answer is "Yes" to this question, where can this information be accessed?

If your answer is "No" to this question, you must provide the names and total compensation of the top five highly compensated officers below.

Provide compensation information here:

Certificate Of Completion

Envelope Id: 3C499A4B-B57E-45F2-9823-4A4052578E5B
Status: Sent
Subject: Please DocuSign: AMENDING $6,020,402.00; HHS001315900008; Tarrant County A-4; STI/HIV
Source Envelope:
Document Pages: 37
Signatures: 0
Certificate Pages: 2
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-06:00) Central Time (US & Canada)

Envelope Originator:
CMS Internal Routing Mailbox
11493 Sunset Hills Road
#100
Reston, VA 20190
CMS.InternalRouting@dshs.texas.gov
IP Address: 167.137.1.18

Record Tracking

Status: Original
5/12/2026 11:35:48 AM
Holder: CMS Internal Routing Mailbox
CMS.InternalRouting@dshs.texas.gov
Location: DocuSign

Signer Events	Signature	Timestamp
Judge Tim O'Hare countyjudgegrants@tarrantcountytx.gov Tarrant County Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		Sent: 5/12/2026 12:05:10 PM
Helen Whittington helen.whittington@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Patty Melchior Patty.Melchior@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Christy Havel Burton christy.havelburton@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Brittany Drake bndrake@tarrantcountytx.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 5/12/2026 12:05:09 PM
Tywon L. Guy tlguy@tarrantcountytx.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 5/12/2026 12:05:09 PM Viewed: 5/12/2026 12:06:12 PM
PHContracts phcontracts@tarrantcountytx.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 5/12/2026 12:05:08 PM Viewed: 5/12/2026 1:11:59 PM
CMS Internal Routing Mailbox CMS.InternalRouting@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Martha Jasse Martha.Jasse@dshs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
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Payment Events	Status	Timestamps

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1043
Department: Public Health	**Prepared By:** Gary Collins, Contract Specialist	**Approved By:** Amanda Campbell

SUBJECT:

Consideration of Amendment No. 5 to the Fiscal Year 2022-2026 Grant Agreement with the Texas Health and Human Services Commission for the Tarrant County Public Health Prevention and Early Intervention Community Youth Development Program

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 5 to the Fiscal Year 2022-2026 Grant Agreement, Contract #HHS0008417005, with the Texas Health and Human Services Commission (HHSC) for the Tarrant County Public Health Prevention and Early Intervention (PEI) Community Youth Development (CYD) program.

BACKGROUND

The CYD Program began in April 1996 to provide support services to youth and their families with the goal of curbing juvenile crime. Grant funding provides assistance to Prevention and Early Intervention (PEI) partners with community-based programs, providing a variety of opportunities to promote positive outcomes for children, youth, and families. Services are provided by sub-awards through reimbursements from the CYD program DFPS grant. The TCPH CYD program provides over-site for these sub-awards.

The Texas Family Code, Section 265.007, authorizes HHSC to award CYD grants to communities with high incidences of juvenile crime. This includes ZIP codes 76106 and 76164 in Tarrant County. The CYD program aligns with the core functions of Public Health by strengthening protective factors, supporting community partnerships, and addressing juvenile delinquency.

On August 17, 2021, the Commissioners Court, through Court Order #136109, approved a Grant Agreement with HHSC for the term of September 1, 2021, through August 31, 2026, with funding not-to-exceed $3,281,250.00 over the term of the contract. In addition, the contract expanded the service area for Tarrant County to include the 76112 and 76119 ZIP codes.

On August 6, 2024, the Commissioners Court, through Court Order #143559, approved NOA No. 2025-01 from DFPS to award Tarrant County $675,000.00 for FY 2025 CYD Program services and the Innovation Grant for Community-Based Child Abuse Prevention (CBCAP). The grant funding period for this award was effective September 1, 2024, through August 31, 2025.

On September 16, 2025, the Commissioners Court, through Court Order #145911, approved NOA No. 2026-01 from DSPS to award Tarrant County $525,000.00 for FY 2026 CYD Program services. The grant funding period for this award was effective September 1, 2025, through August 31, 2026.

With approval of Amendment No. 5, the contract will be updated to reflect a change of agency that occurred by Senate Bill 24, transferring the Community Youth Development program from DFPS to HHSC, requiring the agreement to be amended and restated.

Additionally, this amendment incorporates new HHSC terms, updated program oversight, and administrative changes. Commissioners Court approval is requested to legally authorize Tarrant County's acceptance of the new governing agency, terms, and funding structure.

The District Attorney's office has approved this document as to form.

FISCAL IMPACT

There is no fiscal impact associated with this item.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Contract_F0040-2027_A5_HHS000841700005_DFPS to HHS agency change.pdf

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TEXAS HEALTH AND HUMAN SERVICES GRANT AGREEMENT, CONTRACT NO. HHS000841700005 AMENDMENT NO. 5 AMENDED AND RESTATED CONTRACT

Pursuant to Senate Bill 24 of the 88th Legislature, effective September 1, 2024, the Prevention and Early Intervention Division of the Texas Department of Family and Protective Services ("DFPS") was transferred to the Texas Health and Human Services Commission ("HHSC") and is now Family Support Services ("FSS"). As a result, all grants issued under DFPS Request for Applications (RFA) HHS0008417 moved to HHSC.

Accordingly, the **TEXAS HEALTH AND HUMAN SERVICES COMMISSION** ("System Agency" or "HHSC") and **TARRANT COUNTY** ("Grantee"), collectively referred to herein as the "Parties," now desire to amend and restate HHSC Contract No. HHS000841700005 ("Contract" or "Grant Agreement") for Community Youth Development program services.

I. PURPOSE

The purpose of this Grant Agreement is to implement the Community Youth Development Grant program in the State of Texas.

II. LEGAL AUTHORITY

This Grant Agreement is entered into pursuant to Chapter 137 of the Texas Human Resources Code and U.S. Department of Health and Human Services, Promoting Safe and Stable Families, Title IV-B, Subpart 2 of the Social Security Act.

III. DURATION

This Grant Agreement is effective on September 1, 2021, and expires on August 31, 2026, unless sooner terminated pursuant to the terms and conditions of the Grant Agreement. This Grant Agreement is not renewable.

IV. SCOPE OF GRANT PROJECT

The Statement of Work to which Grantee is bound is incorporated into and made a part of this Grant Agreement for all purposes and included as **ATTACHMENT A**.

The RFA, including all addenda, is incorporated into and made a part of this Grant Agreement for all purposes and included as **ATTACHMENT H, RFA NO. HHS0008417 INCLUDING ALL ADDENDA**.

V. BUDGET AND INDIRECT COST RATE

The total amount of this Grant Agreement will not exceed **THREE MILLION SIX HUNDRED THOUSAND DOLLARS ($3,600,000.00)**. Grantee is not required to provide matching funds.

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All expenditures under the Grant Agreement will be in accordance with **ATTACHMENT J, BUDGET WORKBOOK**, to the Grant Agreement and may be updated from time to time. The Annual Budget Expenditure Workbook, maintained by HHSC, reflects the approved categorical budget for each State Fiscal Year budget period during the Grant Agreement term. To revise categorical allocations for a budget period, Grantee shall submit request for categorical budget transfers through PEIRS and any HHSC-approved categorical revisions will be reflected in the Annual Budget Expenditure Workbook.

To be reimbursed, all expenditures must be allowable (such as transportation and insurance) under the terms of **ATTACHMENT H, RFA NO. HHS0008417 INCLUDING ALL ADDENDA**, to the Grant Agreement, and grant funds may not be used for costs that are unallowable such as the services, activities, or costs set forth in Section 2.6 (Prohibitions) of **ATTACHMENT H** of the Grant Agreement.

Indirect Cost Rate: The Grantee's acknowledged or approved Indirect Cost Rate (ICR) is contained within **ATTACHMENT J, BUDGET WORKBOOK**, and the Negotiated Indirect Cost Rate Agreement is attached to this Grant Agreement and incorporated as **ATTACHMENT K**. Grantee must have an approved or acknowledged Indirect Cost Rate in order to recover indirect costs.

If the System Agency approves or acknowledges an updated indirect cost rate, the System Agency will issue an updated Notice to Proceed to incorporate the new rate and the Grant Agreement will be amended to incorporate the new indirect cost rate letter, if applicable, and the budget revised accordingly.

VI. NOTICE TO PROCEED

The State Fiscal Year funding amounts are subject to increase or decrease as funds are appropriated throughout the Grant Agreement term from the federal government, Texas Legislature, or both. The HHSC Contract Representative will issue a written Notice to Proceed ("NTP") annually to Grantee on or around July 1 containing the award amount for the upcoming State Fiscal Year (September 1–August 31). HHSC reserves the right to modify the annual award amount at any time during the Grant Agreement term by issuing a written revised NTP to the Grantee. No expenses may be incurred and no work may begin until HHSC issues an NTP to the Grantee. HHSC may send the NTP to the Grantee by regular mail, electronic mail, or facsimile transmission. Grantee will be notified of a change to the availability of funds through the NTP.

Although the NTP may issue a budget amount less than the total not-to-exceed amount of the Grant Agreement, the NTP must not effectuate a total budget of the Grant Agreement that results in a total not-to-exceed Grant Agreement amount that exceeds the amount specified in Section V (Budget and Indirect Cost Rate) of the Grant Agreement. Such changes to the total not-to-exceed amount specified in the Grant Agreement must be effectuated by amendment. Any expenditures made beyond the dollar amounts specified in the NTP(s) will be at Grantee's sole risk.

VII. REPORTING REQUIREMENTS

Grantee shall comply with the reporting requirements set forth in **ATTACHMENT A, STATEMENT OF WORK**.

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VIII. CONTRACT REPRESENTATIVES

The following will act as the representative ("Contract Representative") authorized to administer activities under this Grant Agreement on behalf of their respective Party.

System Agency	**Grantee**
Randy Brown	The Honorable Tim O'Hare
Texas Health and Human Services Commission	Tarrant County
701 W. 51st Street	1101 S. Main St.
Austin, TX 78751	Fort Worth, TX 76104
FSSContracting@hhs.texas.gov	countyjudgegrants@tarrantcountytx.gov

IX. NOTICE REQUIREMENTS

A. All notices given by Grantee shall be in writing, include the Grant Agreement Contract number, comply with all terms and conditions of the Grant Agreement, and be delivered to the System Agency's Contract Representative identified above.

B. Grantee shall send legal notices to System Agency at the address below and provide a copy to the System Agency's Contract Representative:

Texas Health and Human Services Commission
Attn: Office of Chief Counsel
4601 W. Guadalupe Street, Mail Code 1100
Austin, Texas 78751

C. Notices given by System Agency to Grantee may be emailed, mailed, or sent by common carrier. Email notices shall be deemed delivered when sent by System Agency. Notices sent by mail shall be deemed delivered when deposited by the System Agency in the United States mail, postage paid, certified, return receipt requested. Notices sent by common carrier shall be deemed delivered when deposited by the System Agency with a common carrier, overnight, signature required.

D. Notices given by Grantee to System Agency shall be deemed delivered when received by System Agency.

E. Either Party may change its Contract Representative or legal notice contact by providing written notice to the other Party.

X. FEDERAL AWARD INFORMATION

A. Grantee's Unique Entity Identifier is: **DBH1UNN8U5J3**

B. Federal funding under this Grant Agreement is a subaward under the following federal award(s).

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1. Federal Award Identification Number (FAIN): 2501TXFPSS
   - Assistance Listing Title and Number: MaryLee Allen Promoting Safe and Stable Families Program, 93.556
   - Federal Award Date: May 9, 2025
   - Federal Award Period: October 1, 2024 – September 30, 2026
   - Name of Federal Awarding Agency: Administration for Children and Families
   - Federal Award Project Description: MaryLee Allen Promoting Safe and Stable Families Program
   - Awarding Official Contact Information:
     Sona Cook
     Grants Management Officer
     sona.cook@acf.hhs.gov
     214-767-2973
   - Total Amount of Federal Funds Awarded to Texas Department of Family and Protective Services: $11,195,947.00
   - Amount of Funds Awarded to Grantee: To be determined.
   - Identification of Whether the Award is for Research and Development: No

2. HHSC reserves the right to fund this Grant with other State or federal sources during the Grant Agreement term. Grantee will refer to their Notice to Proceed for most current funding information. Grantee can access most recent federal grant information at https://www.hhs.texas.gov/business/grants/notices-award.

XI. CONTRACT DOCUMENTS

The following documents are incorporated by reference and made a part of this Grant Agreement for all purposes.

ATTACHMENT A	**STATEMENT OF WORK**
ATTACHMENT B	**HHS CONTRACT AFFIRMATIONS, VERSION 2.9**
ATTACHMENT C	**HHS UNIFORM TERMS AND CONDITIONS – GRANT, VERSION 3.5**
ATTACHMENT D	**HHS DATA USE AGREEMENT V.8.5 - GOVERNMENTAL ENTITY VERSION (INCLUDING ATTACHMENT 2, SECURITY AND PRIVACY INQUIRY (SPI))**
ATTACHMENT E	**CERTIFICATION REGARDING LOBBYING**
ATTACHMENT F	**FEDERAL ASSURANCES – NON-CONSTRUCTION PROGRAMS**
ATTACHMENT G	**FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) CERTIFICATION FORM**
ATTACHMENT H	**RFA NO. HHS0008417 INCLUDING ALL ADDENDA**
ATTACHMENT I	**GRANTEE'S RESPONSE TO RFA NO. HHS0008417**
ATTACHMENT J	**BUDGET WORKBOOK**
ATTACHMENT K	**NEGOTIATED INDIRECT COST RATE AGREEMENT**
ATTACHMENT L	**ADDITIONAL PROVISIONS**

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Unless expressly stated otherwise in this Grant Agreement, in the event of conflict, ambiguity, or inconsistency between or among any documents, all System Agency documents take precedence over Grantee's documents and the HHS Data Use Agreement takes precedence over all other contract documents.

XII. SIGNATURE AUTHORITY

Each Party represents and warrants that the person executing this Grant Agreement on its behalf has full power and authority to enter into this Grant Agreement. Any services or work performed by Grantee before this Grant Agreement is effective or after it ceases to be effective are performed at the sole risk of Grantee.

SIGNATURE PAGE FOLLOWS

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SIGNATURE PAGE FOR
TEXAS HEALTH AND HUMAN SERVICES COMMISSION GRANT AGREEMENT,
CONTRACT NO. HHS000841700005

TEXAS HEALTH AND HUMAN SERVICES COMMISSION	**TARRANT COUNTY**
_____	_____
Signature	Signature
Printed Name: Crystal Starkey	Printed Name: Tim O'Hare
Title: Deputy Executive Commissioner, Family Health Services	Title: Tarrant County Judge
Date of Execution: _____	Date of Execution: _____

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ATTACHMENT A
STATEMENT OF WORK
COMMUNITY YOUTH DEVELOPMENT (CYD) GRANT PROGRAM

I. GRANT INFORMATION	
Grantee Name: Tarrant County	**Period of Performance:** September 1, 2021, through August 31, 2026
Grant Agreement Contract Number: HHS000841700005	**Agency Account ID:** 24821479

II. SERVICE DELIVERY AREA (SDA)
Tarrant County – ZIP Codes: 76106, 76164, 76112, 76119

III. PROGRAM SERVICES

The following is the list of services to be provided under this Grant Agreement and for which Outputs are determined. These services include only those funded by Family Support Services (FSS) under this Grant Agreement.

Service Type	Program Model/Curriculum
CYD Programming	Program Model/Curriculum as indicated in the Project Work Plan

IV. COMMUNITY AND SYSTEMS SUPPORT

Grantee will provide community coalition and systems-level support in accordance with Grantee's approved Project Work Plan.

V. OTHER INITIATIVES OR SERVICES

Grantee will provide additional initiatives or services in accordance with Grantee's approved Project Work Plan.

VI. PROJECT WORK PLAN (PWP)

A. Grantee's Project Work Plan (PWP) documents how Grantee will achieve the Performance Measures set forth in Section VIII herein.

B. To meet unanticipated needs during the Grant Agreement term, which may be identified by Grantee or HHSC, HHSC may allow or make limited modifications to the PWP.

C. Any change to the PWP must be allowable under the scope and requirements of the Grant Agreement and requires written approval of HHSC.

D. Examples of a change to the PWP include points of contact, service delivery summary, Subawards, and policies and procedures to provide services such as determining Participant eligibility, plan for retention, Referral process, and staffing plans.

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VII. ELIGIBLE POPULATION

A. The eligible population requirements are described below:

1. Grantee will serve Youth ages 6 through 17 and their Families who live in or attend public school in the proposed ZIP Code(s) or attend school at a public middle or high school located outside of the proposed ZIP Code(s) that has at least 30% enrollment from the ZIP Code(s).

2. The target age range for Youth served is 10 through 17 years. Youth under age 6 are not eligible for CYD. Youth served from ages 6 through 9 cannot exceed 30% of the Performance Measure for annual unduplicated Index Youth served.

3. Youth who turn 18 years old during the school year will be permitted to participate in CYD until meeting program goals or the end of the current fiscal year, provided they were 6 through 17 years old when first enrolled in CYD.

4. Family members of Index Youth are eligible if the goal of the activity or opportunity involves promoting Positive Youth Development or increasing Protective Factors of Youth.

5. Youth who spend a significant amount of time in an SDA but do not meet the above eligibility criteria. For example, a Youth who spends regular time at a recreation center or with a relative in the Grantee's SDA. This flexible approach allows CYD to reach Youth who consider the Grantee's SDA part of their community and provide them with CYD opportunities. Grantee must provide justification on the FSS enrollment form that Index Youth is eligible under this flexible approach.

6. Youth who are currently on probation are not eligible for the CYD program. A Youth is eligible 12 months post probation. Youth whose cases are pre-adjudicated, informally adjudicated, or whose adjudication has been deferred are eligible to participate in CYD. FSS reserves the right to alter eligibility criteria during the Period of Performance.

B. Priority Characteristics:

To be eligible to participate in Grantee's CYD program, Youth must exhibit at least two (2) Priority Characteristics. This Statement of Work modifies the Priority Characteristics referenced in Subsection B of Section 2.5.3 (Eligible Population) of **ATTACHMENT H, RFA NO. HHS0008417 INCLUDING ALL ADDENDA**, of the Grant Agreement.

1. Behavioral concern;

2. Childcare or childcare access concern;

3. Current or former military connection;

4. Current or past substance use or alcohol use - Youth;

5. Current or past child maltreatment or child welfare involvement;

6. Current or past criminal justice involvement - Youth;

7. Current or past domestic or interpersonal violence;

8. Developmental delay or disability - Caregiver;

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9. Developmental delay or disability - Index Child/Youth;

10. Family or household conflict;

11. High stress level;

12. Homeless, runaway or housing instability;

13. Household contains an enrollee who is pregnant and under 21;

14. Household has a child with developmental delays or disabilities;

15. Household has a history of substance use or needs substance use treatment;

16. Low-income household;

17. Mental health concern - Caregiver;

18. Mental health concern - Index Child/Youth;

19. Parenting/caregiver skills concern;

20. School engagement concern;

21. Social support concern;

22. Someone in the household has attained low student achievement or has a child with low student achievement;

23. Kinship caregiver.

VIII. GRANTEE PERFORMANCE MEASURES: OUTPUTS AND OUTCOMES

OUTPUTS	TARGET
OUTPUT 1: Expected number of Index Youth served **annually**.	FY 22: 1,000 FY 23: 1,000 FY 24: 1,000 FY 25: 1,000 FY 26: 1,000
OUTPUT 2: Expected number of Index Youth served **monthly** during the school year (September – May).	FY 22: 460 FY 23: 460 FY 24: 460 FY 25: 460 FY 26: 460
OUTPUT 3: Expected number of Index Youth served **monthly** during the summer (June – August).	FY 22: 350 FY 23: 350 FY 24: 350 FY 25: 350 FY 26: 350
OUTPUT 4: Index Youth will complete the FSS Program Experience Survey at Discharge.	50%
OUTPUT 5: Index Youth will complete a matching pre-service and post-service survey as designated by FSS.	60%

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OUTCOMES	TARGET
OUTCOME 1: 10-17-year-old Index Youth will not engage in delinquent behavior.	100%
OUTCOME 2: Index Youth report positive (agree/strongly agree) Outcomes in at least one domain of the Program Experience Survey at discharge.	80%
OUTCOME 3: Index Youth improve in at least one domain or area of the survey chosen by FSS between pre- and post-service.	75%

IX. GENERAL PROGRAM REQUIREMENTS

This Statement of Work removes:

A. The use and implementation of the Developmental Assets framework referenced in Subsection C of Section 2.4 (Program Objectives) of Grant Agreement **ATTACHMENT H, RFA NO. HHS0008417 INCLUDING ALL ADDENDA**.

B. The use and implementation of the Youth Program Quality Assessment (YPQA) and related trainings referenced in Subsection B of Section 2.5.6 (Organizational Competence) of Grant Agreement **ATTACHMENT H, RFA NO. HHS0008417 INCLUDING ALL ADDENDA**. However, the Grantee may use a quality framework that aligns with CYD programming.

C. Trainings related to cross-cultural training referenced in Section 2.5.9 (Organizational Training Requirements) of Grant Agreement **ATTACHMENT H, RFA NO. HHS0008417 INCLUDING ALL ADDENDA**. Organizational training requirements for CYD now include:

1. New Employee Orientation;
2. Evidence-Based or Promising Practice Program training (when appropriate);
3. Youth development training; and
4. Additional training topics relevant to CYD programming.

D. Participation in the annual CYD Youth Summit referenced in Subsection A.2.j. of Section 2.5.10 (Required Programming) of Grant Agreement **ATTACHMENT H, RFA NO. HHS0008417 INCLUDING ALL ADDENDA**. Grantees may attend the Regional Youth Leadership Day meetings.

X. REPORTING REQUIREMENTS

A. Grantee will enter all required data into the Prevention and Early Intervention Reporting System (PEIRS) as directed by HHSC and in accordance with this Grant Agreement.

B. Grantee must ensure accurate and complete data entry for a specific month into PEIRS no later than 30 calendar days following the close of the month in which the enrollment occurred, programming was provided, an event was held, or a Participant and/or Family was discharged.

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C. Grantee must submit a Quarterly Report using the template and guidance provided by HHSC. The reporting periods and due dates are as follows:

Quarter 1: September, October, November due December 15th

Quarter 2: December, January, February due March 15th

Quarter 3: March, April, May due June 15th

Quarter 4: June, July, August due September 15th

If the due date is on a weekend or holiday, the report is due the first Business Day following the weekend or holiday.

D. Grantee will report additional data elements as required by HHSC.

XI. INVOICING REQUIREMENTS

A. Grantee must create and maintain reliable and accurate records to support all actions related to invoicing, payments, and adjustments for any activities under this Grant Agreement.

B. Upon receipt of a proper and verified Invoice, and after deduction of any known previous overpayment made by HHSC, HHSC will pay Grantee from available funds for programming rendered in accordance with the terms of the Grant Agreement.

C. Grantee must submit an Invoice and purchase voucher in PEIRS monthly, no later than 30 calendar days following the month in which expenses were incurred or services provided.

D. Grantee must work with HHSC during the last month of each State Fiscal Year to submit accurate year-end expenditures as soon as possible.

E. Grantee must submit a final close-out Invoice in PEIRS not later than 45 calendar days following the end of the term of the Grant Agreement. Reimbursement requests received more than 45 calendar days following the expiration or termination of the Grant Agreement may not be paid.

XII. OTHER GRANTEE REQUIREMENTS

A. Grantee must implement any Program Model(s) outlined in its approved Project Work Plan according to the specified model elements and requirements for each Program Model. Grantee must use curricula, assessments, screening tools, data collection, and protocols required by the Program Model(s).

B. Grantee must complete trainings or meetings that are required by HHSC and the specified Program Model(s).

C. Grantee must complete required program forms and obtain Participant information as directed by HHSC.

D. Grantee must take all appropriate steps to maintain Participant confidentiality and obtain any necessary Participant consent for data analysis or disclosure of Confidential Information, in accordance with applicable federal and State laws, including, but not limited to, authorizations, data use agreements, and business agreements.

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E. Grantee must allow for flexible schedules for direct service staff and supervisors to accommodate Participant schedules. Schedules should be reasonable and not pose hardship or safety concern for staff or Participants.

F. Grantee must review HHSC-generated reports and provide responses as requested by HHSC.

G. Grantee must participate in HHSC-required evaluation activities administered by HHSC and any contracted partners (if applicable).

H. Grantee must not engage in research on Program Staff and/or Participant population without prior written authorization from HHSC.

I. Grantee must comply with all other requirements as directed by HHSC.

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HEALTH AND HUMAN SERVICES
Contract Number HHS000841700005

Attachment B CONTRACT AFFIRMATIONS

For purposes of these Contract Affirmations, HHS includes both the Health and Human Services Commission (HHSC) and the Department of State Health Services (DSHS). System Agency refers to HHSC, DSHS, or both, that will be a party to this Contract. These Contract Affirmations apply to all Contractors and Grantees (referred to as "Contractor") regardless of their business form (e.g., individual, partnership, corporation).

By entering into this Contract, Contractor affirms, without exception, understands, and agrees to comply with the following items through the life of the Contract:

1. Contractor represents and warrants that these Contract Affirmations apply to Contractor and all of Contractor's principals, officers, directors, shareholders, partners, owners, agents, employees, subcontractors, independent contractors, and any other representatives who may provide services under, who have a financial interest in, or otherwise are interested in this Contract and any related Solicitation.

2. Complete and Accurate Information

Contractor represents and warrants that all statements and information provided to HHS are current, complete, and accurate. This includes all statements and information in this Contract and any related Solicitation Response.

3. Public Information Act

Contractor understands that HHS will comply with the Texas Public Information Act (Chapter 552 of the Texas Government Code) as interpreted by judicial rulings and opinions of the Attorney General of the State of Texas. Information, documentation, and other material prepared and submitted in connection with this Contract or any related Solicitation may be subject to public disclosure pursuant to the Texas Public Information Act. In accordance with Section 2252.907 of the Texas Government Code, Contractor is required to make any information created or exchanged with the State pursuant to the Contract, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.

4. Contracting Information Requirements

Contractor represents and warrants that it will comply with the requirements of Section 552.372(a) of the Texas Government Code. Except as provided by Section 552.374(c) of the Texas Government Code, the requirements of Subchapter J (Additional Provisions Related to Contracting Information), Chapter 552 of the Government Code, may apply to the Contract and the Contractor agrees that the Contract can be terminated if the Contractor knowingly or intentionally fails to comply with a requirement of that subchapter.

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5. Assignment

A. Contractor shall not assign its rights under the Contract or delegate the performance of its duties under the Contract without prior written approval from System Agency. Any attempted assignment in violation of this provision is void and without effect.

B. Contractor understands and agrees the System Agency may in one or more transactions assign, pledge, or transfer the Contract. Upon receipt of System Agency's notice of assignment, pledge, or transfer, Contractor shall cooperate with System Agency in giving effect to such assignment, pledge, or transfer, at no cost to System Agency or to the recipient entity.

6. Terms and Conditions

Contractor accepts the Solicitation terms and conditions unless specifically noted by exceptions advanced in the form and manner directed in the Solicitation, if any, under which this Contract was awarded. Contractor agrees that all exceptions to the Solicitation, as well as terms and conditions advanced by Contractor that differ in any manner from HHS' terms and conditions, if any, are rejected unless expressly accepted by System Agency in writing.

7. HHS Right to Use

Contractor agrees that HHS has the right to use, produce, and distribute copies of and to disclose to HHS employees, agents, and contractors and other governmental entities all or part of this Contract or any related Solicitation Response as HHS deems necessary to complete the procurement process or comply with state or federal laws.

8. Release from Liability

Contractor generally releases from liability and waives all claims against any party providing information about the Contractor at the request of System Agency.

9. Dealings with Public Servants

Contractor has not given, has not offered to give, and does not intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this Contract or any related Solicitation, or related Solicitation Response.

10. Financial Participation Prohibited

Under Section 2155.004, Texas Government Code (relating to financial participation in preparing solicitations), Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

11. Prior Disaster Relief Contract Violation

Under Sections 2155.006 and 2261.053 of the Texas Government Code (relating to convictions and penalties regarding Hurricane Rita, Hurricane Katrina, and other disasters), the Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract

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and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

12. Child Support Obligation

Under Section 231.006(d) of the Texas Family Code regarding child support, Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive the specified payment and acknowledges that the Contract may be terminated and payment may be withheld if this certification is inaccurate. If the certification is shown to be false, Contractor may be liable for additional costs and damages set out in 231.006(f).

13. Suspension and Debarment

Contractor certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the *State of Texas Debarred Vendor List* maintained by the Texas Comptroller of Public Accounts and the *System for Award Management (SAM*) maintained by the General Services Administration. This certification is made pursuant to the regulations implementing Executive Order 12549 and Executive Order 12689, Debarment and Suspension, 2 C.F.R. Part 376, and any relevant regulations promulgated by the Department or Agency funding this project. This provision shall be included in its entirety in Contractor's subcontracts, if any, if payment in whole or in part is from federal funds.

14. Excluded Parties

Contractor certifies that it is not listed in the prohibited vendors list authorized by Executive Order 13224, *"Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism,"* published by the United States Department of the Treasury, Office of Foreign Assets Control.'

15. Foreign Terrorist Organizations

Contractor represents and warrants that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization, as prohibited by Section 2252.152 of the Texas Government Code.

16. Executive Head of a State Agency

In accordance with Section 669.003 of the Texas Government Code, relating to contracting with the executive head of a state agency, Contractor certifies that it is not (1) the executive head of an HHS agency, (2) a person who at any time during the four years before the date of this Contract was the executive head of an HHS agency, or (3) a person who employs a current or former executive head of an HHS agency.

17. Human Trafficking Prohibition

Under Section 2155.0061 of the Texas Government Code, Contractor certifies that the individual or business entity named in this Contract is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

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18. Franchise Tax Status

Contractor represents and warrants that it is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171 of the Texas Tax Code.

19. Debts and Delinquencies

Contractor agrees that any payments due under this Contract shall be applied towards any debt or delinquency that is owed to the State of Texas.

20. Lobbying Prohibition

Contractor represents and warrants that payments to Contractor and Contractor's receipt of appropriated or other funds under this Contract or any related Solicitation are not prohibited by Sections 556.005, 556.0055, or 556.008 of the Texas Government Code (relating to use of appropriated money or state funds to employ or pay lobbyists, lobbying expenses, or influence legislation).

21. Buy Texas

Contractor agrees to comply with Section 2155.4441 of the Texas Government Code, requiring the purchase of products and materials produced in the State of Texas in performing service contracts.

22. Disaster Recovery Plan

Contractor agrees that upon request of System Agency, Contractor shall provide copies of its most recent business continuity and disaster recovery plans.

23. Computer Equipment Recycling Program

If this Contract is for the purchase or lease of computer equipment, then Contractor certifies that it is in compliance with Subchapter Y, Chapter 361 of the Texas Health and Safety Code related to the Computer Equipment Recycling Program and the Texas Commission on Environmental Quality rules in 30 TAC Chapter 328.

24. Television Equipment Recycling Program

If this Contract is for the purchase or lease of covered television equipment, then Contractor certifies that it is compliance with Subchapter Z, Chapter 361 of the Texas Health and Safety Code related to the Television Equipment Recycling Program.

25. Cybersecurity Training

A. Contractor represents and warrants that it will comply with the requirements of Section 2063.104 of the Texas Government Code relating to cybersecurity training and required verification of completion of the training program.

B. Contractor represents and warrants that if Contractor or Subcontractors, officers, or employees of Contractor have access to any state computer system or database, the Contractor, Subcontractors, officers, and employees of Contractor shall complete cybersecurity training pursuant to and in accordance with Government Code, Section 2063.104.

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26. Restricted Employment for Certain State Personnel

Contractor acknowledges that, pursuant to Section 572.069 of the Texas Government Code, a former state officer or employee of a state agency who during the period of state service or employment participated on behalf of a state agency in a procurement or contract negotiation involving Contractor may not accept employment from Contractor before the second anniversary of the date the Contract is signed or the procurement is terminated or withdrawn.

27. No Conflicts of Interest

A. Contractor represents and warrants that it has no actual or potential conflicts of interest in providing the requested goods or services to System Agency under this Contract or any related Solicitation and that Contractor's provision of the requested goods and/or services under this Contract and any related Solicitation will not constitute an actual or potential conflict of interest or reasonably create an appearance of impropriety.

B. Contractor agrees that, if after execution of the Contract, Contractor discovers or is made aware of a Conflict of Interest, Contractor will immediately and fully disclose such interest in writing to System Agency. In addition, Contractor will promptly and fully disclose any relationship that might be perceived or represented as a conflict after its discovery by Contractor or by System Agency as a potential conflict. System Agency reserves the right to make a final determination regarding the existence of Conflicts of Interest, and Contractor agrees to abide by System Agency's decision.

28. Fraud, Waste, and Abuse

Contractor understands that HHS does not tolerate any type of fraud, waste, or abuse. Violations of law, agency policies, or standards of ethical conduct will be investigated, and appropriate actions will be taken. Pursuant to Texas Government Code, Section 321.022, if the administrative head of a department or entity that is subject to audit by the state auditor has reasonable cause to believe that money received from the state by the department or entity or by a client or contractor of the department or entity may have been lost, misappropriated, or misused, or that other fraudulent or unlawful conduct has occurred in relation to the operation of the department or entity, the administrative head shall report the reason and basis for the belief to the Texas State Auditor's Office (SAO). All employees or contractors who have reasonable cause to believe that fraud, waste, or abuse has occurred (including misconduct by any HHS employee, Grantee officer, agent, employee, or subcontractor that would constitute fraud, waste, or abuse) are required to immediately report the questioned activity to the Health and Human Services Commission's Office of Inspector General. Contractor agrees to comply with all applicable laws, rules, regulations, and System Agency policies regarding fraud, waste, and abuse including, but not limited to, HHS Circular C-027.

A report to the SAO must be made through one of the following avenues:

- SAO Toll Free Hotline: 1-800-TX-AUDIT
- SAO website: http://sao.fraud.state.tx.us/

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All reports made to the OIG must be made through one of the following avenues:

- OIG Toll Free Hotline 1-800-436-6184
- OIG Website: ReportTexasFraud.com
- Internal Affairs Email: InternalAffairsReferral@hhsc.state.tx.us
- OIG Hotline Email: OIGFraudHotline@hhsc.state.tx.us.
- OIG Mailing Address: Office of Inspector General
  Attn: Fraud Hotline
  MC 1300
  P.O. Box 85200
  Austin, Texas 78708-5200

29. Antitrust

The undersigned affirms under penalty of perjury of the laws of the State of Texas that:

A. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

B. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any federal antitrust law; and

C. neither I nor any representative of the Contractor has directly or indirectly communicated any of the contents of this Contract and any related Solicitation Response to a competitor of the Contractor or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Contractor.

30. Legal and Regulatory Actions

Contractor represents and warrants that it is not aware of and has received no notice of any court or governmental agency proceeding, investigation, or other action pending or threatened against Contractor or any of the individuals or entities included in numbered paragraph 1 of these Contract Affirmations within the five (5) calendar years immediately preceding execution of this Contract or the submission of any related Solicitation Response that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. If Contractor is unable to make the preceding representation and warranty, then Contractor instead represents and warrants that it has provided to System Agency a complete, detailed disclosure of any such court or governmental agency proceeding, investigation, or other action that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. In addition, Contractor acknowledges this is a continuing disclosure requirement. Contractor represents and warrants that Contractor shall notify System Agency in writing within five (5) business days of any changes to the representations or warranties in this clause and understands that failure to so timely update System Agency shall constitute breach of contract and may result in immediate contract termination.

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31. No Felony Criminal Convictions

Contractor represents that neither Contractor nor any of its employees, agents, or representatives, including any subcontractors and employees, agents, or representative of such subcontractors, have been convicted of a felony criminal offense or that if such a conviction has occurred Contractor has fully advised System Agency in writing of the facts and circumstances surrounding the convictions.

32. Unfair Business Practices

Contractor represents and warrants that it has not been the subject of allegations of Deceptive Trade Practices violations under Chapter 17 of the Texas Business and Commerce Code, or allegations of any unfair business practice in any administrative hearing or court suit and that Contractor has not been found to be liable for such practices in such proceedings. Contractor certifies that it has no officers who have served as officers of other entities who have been the subject of allegations of Deceptive Trade Practices violations or allegations of any unfair business practices in an administrative hearing or court suit and that such officers have not been found to be liable for such practices in such proceedings**.**

33. Entities that Boycott Israel

Contractor represents and warrants that (1) it does not, and shall not for the duration of the Contract, boycott Israel or (2) the verification required by Section 2271.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

34. E-Verify

Contractor certifies that for contracts for services, Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system during the term of this Contract to determine the eligibility of:

1. all persons employed by Contractor to perform duties within Texas; and
2. all persons, including subcontractors, assigned by Contractor to perform work pursuant to this Contract within the United States of America.

35. Former Agency Employees – Certain Contracts

If this Contract is an employment contract, a professional services contract under Chapter 2254 of the Texas Government Code, or a consulting services contract under Chapter 2254 of the Texas Government Code, in accordance with Section 2252.901 of the Texas Government Code, Contractor represents and warrants that neither Contractor nor any of Contractor's employees including, but not limited to, those authorized to provide services under the Contract, were former employees of an HHS Agency during the twelve (12) month period immediately prior to the date of the execution of the Contract.

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36. Disclosure of Prior State Employment – Consulting Services

If this Contract is for consulting services,

A. In accordance with Section 2254.033 of the Texas Government Code, a Contractor providing consulting services who has been employed by, or employs an individual who has been employed by, System Agency or another State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services must disclose the following information in its offer to provide services. Contractor hereby certifies that this information was provided and remains true, correct, and complete:

   1. Name of individual(s) (Contractor or employee(s));
   2. Status;
   3. The nature of the previous employment with HHSC or the other State of Texas agency;
   4. The date the employment was terminated and the reason for the termination; and
   5. The annual rate of compensation for the employment at the time of its termination.

B. If no information was provided in response to Section A above, Contractor certifies that neither Contractor nor any individual employed by Contractor was employed by System Agency or any other State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services.

37. Abortion Funding Limitation

Contractor understands, acknowledges, and agrees that, pursuant to Article IX of the General Appropriations Act (the Act), to the extent allowed by federal and state law, money appropriated by the Texas Legislature may not be distributed to any individual or entity that, during the period for which funds are appropriated under the Act:

1. performs an abortion procedure that is not reimbursable under the state's Medicaid program;
2. is commonly owned, managed, or controlled by an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program; or
3. is a franchise or affiliate of an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program.

The provision does not apply to a hospital licensed under Chapter 241, Health and Safety Code, or an office exempt under Section 245.004(a)(2), Health and Safety Code. Contractor represents and warrants that it is not ineligible, nor will it be ineligible during the term of this Contract, to receive appropriated funding pursuant to Article IX.

38. Funding Eligibility

Contractor understands, acknowledges, and agrees that, pursuant to Chapter 2273 of the Texas Government Code, except as exempted under that Chapter, HHSC cannot (1) contract with (a) an abortion provider or an affiliate of an abortion provider; or (b) an abortion assistance entity for the purpose of providing an abortion or abortion assistance;

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or (2) contract or appropriate or spend money to provide any person logistical support for the express purpose of assisting a woman with procuring an abortion or the services of an abortion provider. Respondent certifies that it is not ineligible to contract with System Agency under the terms of Chapter 2273 of the Texas Government Code and certifies that the contract is not a taxpayer resource transaction, appropriation, or expenditure of money prohibited by Chapter 2273 of the Texas Government Code.

39. Gender Transitioning and Gender Reassignment Procedures and Treatments for Certain Children – Prohibited Use of Public Money; Prohibited State Health Plan Reimbursement.

Contractor understands, acknowledges, and agrees that, pursuant to Section 161.704 of the Texas Health and Safety Code (eff. Sept. 1, 2023), public money may not directly or indirectly be used, granted, paid, or distributed to any health care provider, medical school, hospital, physician, or any other entity, organization, or individual that provides or facilitates the provision of a procedure or treatment to a child that is prohibited under Section 161.702 of the Texas Health and Safety Code. Contractor also understands, acknowledges, and agrees that, pursuant to Section 161.705 of the Texas Health and Safety Code (eff. Sept. 1, 2023), HHSC may not provide Medicaid reimbursement and the child health plan program established under Chapter 62 may not provide reimbursement to a physician or health care provider for provision of a procedure or treatment to a child that is prohibited under Section 161.702 of the Texas Health and Safety Code. Contractor certifies that it is not ineligible to contract with System Agency under the terms of Chapter 161, Subchapter Y, of the Texas Health and Safety Code.

40. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment (2 CFR 200.216)

Contractor certifies that the individual or business entity named in this Response or Contract is not ineligible to receive the specified Contract or funding pursuant to 2 CFR 200.216.

41. COVID-19 Vaccine Passports

Pursuant to Texas Health and Safety Code, Section 161.0085(c), Contractor certifies that it does not require its customers to provide any documentation certifying the customer's COVID-19 vaccination or post-transmission recovery on entry to, to gain access to, or to receive service from the Contractor's business. Contractor acknowledges that such a vaccine or recovery requirement would make Contractor ineligible for a state-funded contract.

42. Entities that Boycott Energy Companies

Pursuant to Section 2276.002 of the Texas Government Code (relating to prohibition on contracts with companies boycotting certain energy companies), Contractor represents and warrants that: (1) it does not, and will not for the duration of the Contract, boycott energy companies or (2) the verification required by Section 2276.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this

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provision change during the course of the Contract, Contractor shall promptly notify System Agency.

43. Entities that Discriminate Against Firearm and Ammunition Industries

In accordance with Senate Bill 19, Acts 2021, 87th Leg., R.S., pursuant to Section 2274.002 of the Texas Government Code (relating to prohibition on contracts with companies that discriminate against firearm and ammunition industries), Contractor verifies that: (1) it does not, and will not for the duration of the Contract, have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association or (2) the verification required by Section 2274.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

44. Security Controls for State Agency Data

In accordance with Senate Bill 475, Acts 2021, 87th Leg., R.S., pursuant to Texas Government Code, Section 2054.138, Contractor understands, acknowledges, and agrees that if, pursuant to this Contract, Contractor is or will be authorized to access, transmit, use, or store data for System Agency, Contractor is required to meet the security controls the System Agency determines are proportionate with System Agency's risk under the Contract based on the sensitivity of System Agency's data and that Contractor must periodically provide to System Agency evidence that Contractor meets the security controls required under the Contract.

45. Cloud Computing State Risk and Authorization Management Program (TX-RAMP)

Pursuant to Texas Government Code, Section 2063.408, Contractor acknowledges and agrees that, if providing cloud computing services for System Agency, Contractor must comply with the requirements of the state risk and authorization management program and that System Agency may not enter or renew a contract with Contractor to purchase cloud computing services for the agency that are subject to the state risk and authorization management program unless Contractor demonstrates compliance with program requirements. If providing cloud computing services for System Agency that are subject to the state risk and authorization management program, Contractor certifies it will maintain program compliance and certification throughout the term of the Contract.

46. Contract for Professional Services of Physicians, Optometrists, and Registered Nurses

In accordance with Senate Bill 799, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2254.008(a)(2) is applicable to this Contract, Contractor affirms that it possesses the necessary occupational licenses and experience.

47. Foreign-Owned Companies in Connection with Critical Infrastructure

If Texas Government Code, Section 2275.0102(a)(1) (relating to prohibition on contracts with certain foreign-owned companies in connection with critical infrastructure) is applicable to this Contract, pursuant to Government Code Section 2275.0102, Contractor certifies that neither it nor its parent company, nor any affiliate of Contractor or its parent company, is: (1) majority owned or controlled by citizens or governmental entities of

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China, Iran, North Korea, Russia, or any other country designated by the Governor under Government Code Section 2275.0103 or (2) headquartered in any of those countries.

48. Critical Infrastructure Subcontracts

For purposes of this Paragraph, the designated countries are China, Iran, North Korea, Russia, and any countries lawfully designated by the Governor as a threat to critical infrastructure. Pursuant to Section 117.002 of the Business and Commerce Code, Contractor shall not enter into a subcontract that will provide direct or remote access to or control of critical infrastructure, as defined by Section 117.001 of the Texas Business and Commerce Code, in this state, other than access specifically allowed for product warranty and support purposes to any subcontractor unless (i) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is majority owned or controlled by citizens or governmental entities of a designated country; and (ii) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is headquartered in a designated country. Contractor will notify the System Agency before entering into any subcontract that will provide direct or remote access to or control of critical infrastructure, as defined by Section 117.001 of the Texas Business & Commerce Code, in this state.

49. Enforcement of Certain Federal Firearms Laws Prohibited

In accordance with House Bill 957, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2.101 is applicable to Contractor, Contractor certifies that it is not ineligible to receive state grant funds pursuant to Texas Government Code, Section 2.103.

50. Prohibition on Abortions

Contractor understands, acknowledges, and agrees that, pursuant to Article II of the General Appropriations Act, (1) no funds shall be used to pay the direct or indirect costs (including marketing, overhead, rent, phones, and utilities) of abortion procedures provided by contractors of HHSC; and (2) no funds appropriated for Medicaid Family Planning, Healthy Texas Women Program, or the Family Planning Program shall be distributed to individuals or entities that perform elective abortion procedures or that contract with or provide funds to individuals or entities for the performance of elective abortion procedures. Contractor represents and warrants that it is not ineligible, nor will it be ineligible during the term of this Contract, to receive appropriated funding pursuant to Article II.

51. Hardening of State Government

Pursuant to Executive Order GA-48, relating to hardening of state government, issued November 19, 2024, Contractor certifies it is not and, if applicable, any of its holding companies or subsidiaries is not:

a. Listed in Section 889 of the 2019 National Defense Authorization Act (NDAA); or

b. Listed in Section 1260H of the 2021 NDAA; or

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c. Owned by the government of a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4; or

d. Controlled by any governing or regulatory body located in a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4.

52. Artificial Intelligence Disclosure.

Contractor certifies that it has a continuing obligation to disclose in writing to System Agency each artificial intelligence system it may use to complete any deliverable or a portion of any deliverable under the Contract. "Artificial intelligence system" means a machine-based system that for explicit or implicit objectives infers from provided information a method to generate outputs, such as predictions, content, recommendations, or decisions, to influence a physical or virtual environment with varying levels of autonomy and adaptiveness after deployment. Contractor certifies that it is in compliance with all applicable laws and regulations regarding the use of artificial intelligence systems.

53. Surveillance, Intimidation, and Related Acts.

Contractor certifies that it (and its subcontractors) have not, and if awarded a contract, will not, either directly or indirectly through a third party, engage in surveillance targeting or engage in an act of intimidation, coercion, extortion, undue influence, or other similar conduct intended to influence, silence, or retaliate against:

(1) a member of the state legislature or person employed to support the state legislature in any capacity;

(2) a family member of a person described by (1);

(3) a state agency employee; or

(4) an individual making a complaint or raising concerns regarding state agency operations or contracting.

Contractor certifies that it and its subcontractors have not, and if awarded a contract will not, either directly or indirectly through a third party, use private or confidential information to manipulate or influence a state contracting decision or proceeding. Contractor acknowledges that it, its executives and directors, and other associated entities and individuals could be terminated, barred from state contracts, and penalized up to $2 million for a violation of Government Code, Section 2261.302.

54. False Representation

Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

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55. False Statements

Contractor represents and warrants that all statements and information prepared and submitted by Contractor in this Contract and any related Solicitation Response are current, complete, true, and accurate. Contractor acknowledges any false statement or material misrepresentation made by Contractor during the performance of this Contract or any related Solicitation is a material breach of contract and may void this Contract. Further, Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

56. Permits and License

Contractor represents and warrants that it will comply with all applicable laws and maintain all permits and licenses required by applicable city, county, state, and federal rules, regulations, statutes, codes, and other laws that pertain to this Contract.

57. Equal Employment Opportunity

Contractor represents and warrants its compliance with all applicable duly enacted state and federal laws governing equal employment opportunities.

58. Federal Occupational Safety and Health Law

Contractor represents and warrants that all articles and services shall meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Act of 1970, as amended (29 U.S.C. Chapter 15).

59. Signature Authority

Contractor represents and warrants that the individual signing this Contract Affirmations document is authorized to sign on behalf of Contractor and to bind the Contractor.

Signature Page Follows

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Authorized representative on behalf of Contractor must complete and sign the following:

Tarrant County

Legal Name of Contractor

Assumed Business Name of Contractor, if applicable (d/b/a or 'doing business as')

Texas County(s) for Assumed Business Name (d/b/a or 'doing business as')
Attach Assumed Name Certificate(s) filed with the Texas Secretary of State and Assumed Name Certificate(s), if any, for each Texas County Where Assumed Name Certificate(s) has been filed.

Signature of Authorized Representative	**Date Signed**
Tim O'Hare	County Judge
Printed Name of Authorized Representative First, Middle Name or Initial, and Last Name	**Title of Authorized Representative**
Physical Street Address	**City, State, Zip Code**
Mailing Address, if different	**City, State, Zip Code**
Phone Number	**Fax Number**
Email Address	**DUNS Number**
Federal Employer Identification Number	**Texas Identification Number (TIN)**
Texas Franchise Tax Number	**Texas Secretary of State Filing Number**
SAM.gov Unique Entity Identifier (UEI)	

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Health and Human Services (HHS)

Uniform Terms and Conditions - Grant

Version 3.5

Published and Effective – September 2024

Responsible Office: Chief Counsel

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ABOUT THIS DOCUMENT

In this document, Grantees (also referred to in this document as subrecipients or contractors) will find requirements and conditions applicable to grant funds administered and passed through by both the Texas Health and Human Services Commission (HHSC) and the Department of State Health Services (DSHS). These requirements and conditions are incorporated into the Grant Agreement through acceptance by Grantee of any funding award by HHSC or DSHS.

The terms and conditions in this document are in addition to all requirements listed in the RFA, if any, under which applications for this grant award are accepted, as well as all applicable federal and state laws and regulations. Applicable federal and state laws and regulations may include, but are not limited to: 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; requirements of the entity that awarded the funds to HHS; Chapter 783 of the Texas Government Code; Texas Comptroller of Public Accounts' agency rules; the Texas Grant Management Standards (TxGMS) developed by the Texas Comptroller of Public Accounts; and the Funding Announcement, Solicitation, or other instrument/documentation under which HHS was awarded funds. HHS, in its sole discretion, reserves the right to add requirements, terms, or conditions.

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ARTICLE I. DEFINITIONS AND INTERPRETIVE PROVISIONS

1.1 DEFINITIONS

As used in this Grant Agreement, unless a different definition is specified, or the context clearly indicates otherwise, the following terms and conditions have the meanings assigned below:

"Amendment" means a written agreement, signed by the Parties, which documents changes to the Grant Agreement.

"Contract" or "Grant Agreement" means the agreement entered into by the Parties, including the Signature Document, these Uniform Terms and Conditions, along with any attachments and amendments that may be issued by the System Agency.

"Deliverables" means the goods, services, and work product, including all reports and project documentation, required to be provided by Grantee to the System Agency.

"DSHS" means the Department of State Health Services.

"Effective Date" means the date on which the Grant Agreement takes effect.

"Federal Fiscal Year" means the period beginning October 1 and ending September 30 each year, which is the annual accounting period for the United States government.

"GAAP" means Generally Accepted Accounting Principles.

"GASB" means the Governmental Accounting Standards Board.

"Grantee" means the Party receiving funds under this Grant Agreement. May also be referred to as "subrecipient" or "contractor" in this document.

"HHSC" means the Texas Health and Human Services Commission.

"Health and Human Services" or "HHS" includes HHSC and DSHS.

"Intellectual Property Rights" means the worldwide proprietary rights or interests, including patent, copyright, trade secret, and trademark rights, as such right may be evidenced by or embodied in:

i. any idea, design, concept, personality right, method, process, technique, apparatus, invention, discovery, or improvement;
ii. any work of authorship, including any compilation, computer code, website or web page design, literary work, pictorial work, or graphic work;
iii. any trademark, service mark, trade dress, trade name, branding, or other indicia of source or origin;
iv. domain name registrations; and
v. any other proprietary or similar rights. The Intellectual Property Rights of a Party include all worldwide proprietary rights or interests that the Party may have acquired by assignment, by exclusive license, or by license with the right to grant sublicenses.

"Parties" means the System Agency and Grantee, collectively.

"Party" means either the System Agency or Grantee, individually.

"Project" means specific activities of the Grantee that are supported by funds provided under this Grant Agreement.

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"Signature Document" means the document executed by all Parties for this Grant Agreement.

"Solicitation," "Funding Announcement" or "Request for Applications (RFA)" means the document (including all exhibits, attachments, and published addenda), issued by the System Agency under which applications for grant funds were requested, which is incorporated by reference in the Grant Agreement for all purposes in its entirety.

"Solicitation Response" or "Application" means Grantee's full and complete Solicitation response (including any attachments and addenda), which is incorporated by reference in the Grant Agreement for all purposes in its entirety.

"State Fiscal Year" means the period beginning September 1 and ending August 31 each year, which is the annual accounting period for the State of Texas.

"State of Texas *Textravel*" means the Texas Comptroller of Public Accounts' website relative to travel reimbursements under this Contract, if any.

"Statement of Work" means the description of activities Grantee must perform to complete the Project, as specified in the Grant Agreement, and as may be amended.

"System Agency" means HHSC or DSHS, as applicable.

"Work Product" means any and all works, including work papers, notes, materials, approaches, designs, specifications, systems, innovations, improvements, inventions, software, programs, source code, documentation, training materials, audio or audiovisual recordings, methodologies, concepts, studies, reports, whether finished or unfinished, and whether or not included in the deliverables, that are developed, produced, generated or provided by Grantee in connection with Grantee's performance of its duties under the Grant Agreement or through use of any funding provided under this Grant Agreement.

"Texas Grant Management Standards" or "TxGMS" means uniform grant and contract administration procedures, developed under the authority of Chapter 783 of the Texas Government Code, to promote the efficient use of public funds in local government and in programs requiring cooperation among local, state, and federal agencies. Under this Grant Agreement, TxGMS applies to Grantee except as otherwise provided by applicable law or directed by System Agency. Additionally, except as otherwise provided by applicable law, in the event of a conflict between TxGMS and applicable federal or state law, federal law prevails over state law and state law prevails over TxGMS.

1.2 INTERPRETIVE PROVISIONS

A. The meanings of defined terms include the singular and plural forms.
B. The words "hereof," "herein," "hereunder," and similar words refer to this Grant Agreement as a whole and not to any particular provision, section, attachment, or schedule of this Grant Agreement unless otherwise specified.
C. The term "including" is not limiting and means "including without limitation" and, unless otherwise expressly provided in this Grant Agreement, (i) references to contracts (including this Grant Agreement) and other contractual instruments shall be deemed to include all subsequent Amendments and other modifications, but only to the extent that such Amendments and other modifications are not prohibited by the terms of this Grant Agreement, and (ii) references to any statute or regulation are to be construed as including all statutory and regulatory provisions consolidating, amending, replacing, supplementing, or interpreting the statute or regulation.

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D. Any references to agreements, contracts, statutes, or administrative rules or regulations in the Grant Agreement are references to these documents as amended, modified, or supplemented during the term of the Grant Agreement.
E. The captions and headings of this Grant Agreement are for convenience of reference only and do not affect the interpretation of this Grant Agreement.
F. All attachments, including those incorporated by reference, and any Amendments are considered part of the terms of this Grant Agreement.
G. This Grant Agreement may use several different limitations, regulations, or policies to regulate the same or similar matters. All such limitations, regulations, and policies are cumulative.
H. Unless otherwise expressly provided, reference to any action of the System Agency or by the System Agency by way of consent, approval, or waiver will be deemed modified by the phrase "in its sole discretion."
I. Time is of the essence in this Grant Agreement.
J. Prior to execution of the Grant Agreement, Grantee must notify System Agency's designated contact in writing of any ambiguity, conflict, discrepancy, omission, or other error. If Grantee fails to notify the System Agency designated contact of any ambiguity, conflict, discrepancy, omission, or other error in the Grant Agreement prior to Grantee's execution of the Grant Agreement, Grantee:
    i. Shall have waived any claim of error or ambiguity in the Grant Agreement; and
    ii. Shall not contest the interpretation by the System Agency of such provision(s).

No grantee will be entitled to additional reimbursement, relief, or time by reason of any ambiguity, conflict, discrepancy, exclusionary specification, omission, or other error or its later correction.

ARTICLE II. PAYMENT PROVISIONS

2.1 PROMPT PAYMENT

Payment shall be made in accordance with Chapter 2251 of the Texas Government Code, commonly known as the Texas Prompt Payment Act. Chapter 2251 of the Texas Government Code shall govern remittance of payment and remedies for late payment and non-payment.

2.2 TAXES

Grantee represents and warrants that it shall pay all taxes or similar amounts resulting from the Grant Agreement, including, but not limited to, any federal, State, or local income, sales or excise taxes of Grantee or its employees. System Agency shall not be liable for any taxes resulting from the Grant Agreement.

2.3 ANCILLARY AND TRAVEL EXPENSES

A. Except as otherwise provided in the Grant Agreement, no ancillary expenses incurred by the Grantee in connection with its provision of the services or deliverables will be reimbursed by the System Agency. Ancillary expenses include, but are not limited to, costs associated with transportation, delivery, and insurance for each deliverable.
B. Except as otherwise provided in the Grant Agreement, when the reimbursement of travel expenses is authorized by the Grant Agreement, all such expenses will be reimbursed in accordance with the rates set by the Texas Comptroller's *Textravel* guidelines, which can currently be accessed at: https://fmx.cpa.texas.gov/fmx/travel/textravel/

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2.4 BILLING

Unless otherwise provided in the Grant Agreement, Grantee shall bill the System Agency in accordance with the Grant Agreement. Unless otherwise specified in the Grant Agreement, Grantee shall submit requests for reimbursement or payment monthly by the last business day of the month following the month in which expenses were incurred or services provided. Grantee shall maintain all documentation that substantiates invoices and make the documentation available to the System Agency upon request.

2.5 USE OF FUNDS

Grantee shall expend funds under this Grant Agreement only for approved services and for reasonable and allowable expenses directly related to those services.

2.6 USE FOR MATCH PROHIBITED

Grantee shall not use funds provided under this Grant Agreement for matching purposes in securing other funding without the written approval of the System Agency.

2.7 PROGRAM INCOME

Program income refers to gross income directly generated by a supporting activity during the period of performance. Unless otherwise required under the Grant Agreement, Grantee shall use Program Income, as provided in TxGMS, to further the Project, and Grantee shall spend the Program Income on the Project. Grantee shall identify and report Program Income in accordance with the Grant Agreement, applicable law, and any programmatic guidance. Grantee shall expend Program Income during the Grant Agreement term, when earned, and may not carry Program Income forward to any succeeding term. Grantee shall refund Program Income to the System Agency if the Program Income is not expended in the term in which it is earned. The System Agency may base future funding levels, in part, upon Grantee's proficiency in identifying, billing, collecting, and reporting Program Income, and in using Program Income for the purposes and under the conditions specified in this Grant Agreement.

2.8 NONSUPPLANTING

Grant funds must be used to supplement existing, new or corresponding programming and related activities. Grant funds may not be used to supplant (replace) existing funds that have been appropriated, allocated, or disbursed for the same purpose. System Agency may conduct Grant monitoring or audits may be conducted to review, among other things, Grantee's compliance with this provision.

2.9 INDIRECT COST RATES

The System Agency may acknowledge an indirect cost rate for Grantees that is utilized for all applicable Grant Agreements. For subrecipients receiving federal funds, indirect cost rates will be determined in accordance with applicable law including, but not limited to, 2 CFR 200.414(f). For recipients receiving state funds, indirect costs will be determined in accordance with applicable law including, but not limited to, TxGMS. Grantees funded with blended federal and state funding will be subject to both state and federal requirements when determining indirect costs. In the event of a conflict between TxGMS and applicable federal law or regulation, the provisions of federal law or regulation will apply. Grantee will provide any necessary financial documents to determine the indirect cost rate in accordance with the Uniform Grant Guidance (UGG) and TxGMS.

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ARTICLE III. STATE AND FEDERAL FUNDING

3.1 EXCESS OBLIGATIONS PROHIBITED

This Grant Agreement is subject to termination or cancellation, without penalty to System Agency, either in whole or in part, subject to the availability and actual receipt by System Agency of state or federal funds. System Agency is a state agency whose authority and appropriations are subject to actions of the Texas Legislature. If System Agency becomes subject to a legislative change, revocation of statutory authority, or lack of appropriated funds that would render either System Agency's or Grantee's delivery or performance under the Grant Agreement impossible or unnecessary, the Grant Agreement will be terminated or cancelled and be deemed null and void. In the event of a termination or cancellation under this Section, System Agency will not be liable to Grantee for any damages that are caused or associated with such termination or cancellation, and System Agency will not be required to give prior notice. Additionally, System Agency will not be liable to Grantee for any remaining unpaid funds under this Grant Agreement at time of termination.

3.2 NO DEBT AGAINST THE STATE

This Grant Agreement will not be construed as creating any debt by or on behalf of the State of Texas.

3.3 DEBTS AND DELINQUENCIES

Grantee agrees that any payments due under the Grant Agreement shall be directly applied towards eliminating any debt or delinquency it has to the State of Texas including, but not limited to, delinquent taxes, delinquent student loan payments, and delinquent child support during the entirety of the Grant Agreement term.

3.4 REFUNDS AND OVERPAYMENTS

A. At its sole discretion, the System Agency may (i) withhold all or part of any payments to Grantee to offset overpayments, unallowable or ineligible costs made to the Grantee, or if any required financial status report(s) is not submitted by the due date(s); or (ii) require Grantee to promptly refund or credit - within thirty (30) calendar days of written notice – to System Agency any funds erroneously paid by System Agency which are not expressly authorized under the Grant Agreement.

B. "Overpayments" as used in this Section include payments (i) made by the System Agency that exceed the maximum allowable rates; (ii) that are not allowed under applicable laws, rules, or regulations; or (iii) that are otherwise inconsistent with this Grant Agreement, including any unapproved expenditures. Grantee understands and agrees that it shall be liable to the System Agency for any costs disallowed pursuant to financial and compliance audit(s) of funds received under this Grant Agreement. Grantee further understands and agrees that reimbursement of such disallowed costs shall be paid by Grantee from funds which were not provided or otherwise made available to Grantee under this Grant Agreement.

ARTICLE IV. ALLOWABLE COSTS AND AUDIT REQUIREMENTS

4.1 ALLOWABLE COSTS

A. Allowable Costs are restricted to costs that are authorized under Texas Uniform Grant Management Standards (TxGMS) and applicable state and federal rules and laws. This Grant Agreement is subject to all applicable requirements of TxGMS, including the

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criteria for Allowable Costs. Additional federal requirements apply if this Grant Agreement is funded, in whole or in part, with federal funds.

B. System Agency will reimburse Grantee for actual, allowable, and allocable costs incurred by Grantee in performing the Project, provided the costs are sufficiently documented. Grantee must have incurred a cost prior to claiming reimbursement and within the applicable term to be eligible for reimbursement under this Grant Agreement. At its sole discretion, the System Agency will determine whether costs submitted by Grantee are allowable and eligible for reimbursement. The System Agency may take repayment (recoup) from remaining funds available under this Grant Agreement in amounts necessary to fulfill Grantee's repayment obligations. Grantee and all payments received by Grantee under this Grant Agreement are subject to applicable cost principles, audit requirements, and administrative requirements including applicable provisions under 2 CFR 200, 48 CFR Part 31, and TxGMS.

C. OMB Circulars will be applied with the modifications prescribed by TxGMS with effect given to whichever provision imposes the more stringent requirement in the event of a conflict.

4.2 AUDITS AND FINANCIAL STATEMENTS

A. Audits

i. Grantee understands and agrees that Grantee is subject to any and all applicable audit requirements found in state or federal law or regulation or added by this Grant Agreement.

ii. HHS Single Audit Unit will notify Grantee to complete the Single Audit Determination Form. If Grantee fails to complete the form within thirty (30) calendar days after receipt of notice, Grantee may be subject to sanctions and remedies for non-compliance.

iii. If Grantee, within Grantee's fiscal year, expends federal funds awarded of at least $750,000 for audit periods beginning before October 1, 2024 (beginning on or after October 1, 2024, at least $1,000,000), Grantee shall have a single audit or program-specific audit in accordance with 2 CFR 200. The federal threshold amount includes federal funds passed through by way of state agency awards.

iv. If Grantee, within Grantee's fiscal year, expends at least $750,000 in state funds awarded or other amount specified in the TxGMS, Grantee shall have a single audit or program-specific audit in accordance with TxGMS. The audit must be conducted by an independent certified public accountant and in accordance with 2 CFR 200, Government Auditing Standards, and TxGMS.

v. For-profit Grantees whose expenditures meet or exceed the federal or state expenditure thresholds stated above shall follow the guidelines in 2 CFR 200 or TxGMS, as applicable, for their program-specific audits.

vi. Each Grantee required to obtain a single audit must competitively re-procure single audit services once every six years. Grantee shall procure audit services in compliance with this section, state procurement procedures, as well as with applicable provisions of 2 CFR 200 and TxGMS.

B. Financial Statements.

Each Grantee that does not meet the expenditure threshold for a single audit or program-specific audit, must provide financial statements for the audit period.

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4.3 Submission of Audits and Financial Statements

A. Audits.
Due the earlier of 30 days after receipt of the independent certified public accountant's report or nine months after the end of the fiscal year, Grantee shall submit one electronic copy of the single audit or program-specific audit to the System Agency via:
i. HHS portal at https://hhsportal.hhs.state.tx.us/heartwebextr/hhscSau or,
ii. Email to: single_audit_report@hhsc.state.tx.us.

B. Financial Statements.
Due no later than nine months after the Grantee's fiscal year-end, Grantees not required to submit an audit, shall submit one electronic copy of their financial statements via:
i. HHS portal at https://hhsportal.hhs.state.tx.us/heartwebextr/hhscSau; or,
ii. Email to: single_audit_report@hhsc.state.tx.us.

ARTICLE V. Warranty, Affirmations, Assurances and Certifications

5.1 Warranty

Grantee warrants that all work under this Grant Agreement shall be completed in a manner consistent with standards under the terms of this Grant Agreement, in the applicable trade, profession, or industry; shall conform to or exceed the specifications set forth in the Grant Agreement; and all deliverables shall be fit for ordinary use, of good quality, and with no material defects. If System Agency, in its sole discretion, determines Grantee has failed to complete work timely or to perform satisfactorily under conditions required by this Grant Agreement, the System Agency may require Grantee, at its sole expense, to:

i. Repair or replace all defective or damaged work;
ii. Refund any payment Grantee received from System Agency for all defective or damaged work and, in conjunction therewith, require Grantee to accept the return of such work; and,
iii. Take necessary action to ensure that Grantee's future performance and work conform to the Grant Agreement requirements.

5.2 General Affirmations

Grantee certifies that, to the extent affirmations are incorporated into the Grant Agreement, the Grantee has reviewed the affirmations and that Grantee is in compliance with all requirements.

5.3 Federal Assurances

Grantee further certifies that, to the extent federal assurances are incorporated into the Grant Agreement, the Grantee has reviewed the federal assurances and that Grantee is in compliance with all requirements.

5.4 Federal Certifications

Grantee further certifies that, to the extent federal certifications are incorporated into the Grant Agreement, the Grantee has reviewed the federal certifications and that Grantee is in compliance with all requirements. In addition, Grantee certifies that it is in compliance with all applicable federal laws, rules, and regulations, as they may pertain to this Grant Agreement.

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5.5 STATE ASSURANCES

Except to the extent of any conflict under applicable law or requirements or guidelines of any federal awarding agency from which funding for this Grant Agreement originated, the Grantee must comply with the applicable state assurances included within the TxGMS which are incorporated here by reference.

ARTICLE VI. INTELLECTUAL PROPERTY

6.1 OWNERSHIP OF WORK PRODUCT

A. All right, title, and interest in the Work Product, including all Intellectual Property Rights therein, is exclusively owned by System Agency. Grantee and Grantee's employees will have no rights in or ownership of the Work Product or any other property of System Agency.
B. Any and all Work Product that is copyrightable under United States copyright law is deemed to be "work made for hire" owned by System Agency, as provided by Title 17 of the United States Code. To the extent that Work Product does not qualify as a "work made for hire" under applicable federal law, Grantee hereby irrevocably assigns and transfers to System Agency, its successors and assigns, the entire right, title, and interest in and to the Work Product, including any and all Intellectual Property Rights embodied therein or associated therewith, and in and to all works based upon, derived from, or incorporating the Work Product, and in and to all income, royalties, damages, claims and payments now or hereafter due or payable with respect thereto, and in and to all causes of action, either in law or in equity for past, present or future infringement based on the copyrights, and in and to all rights corresponding to the foregoing.
C. Grantee agrees to execute all papers and to perform such other acts as System Agency may deem necessary to secure for System Agency or its designee the rights herein assigned.
D. In the event that Grantee has any rights in and to the Work Product that cannot be assigned to System Agency, Grantee hereby grants to System Agency an exclusive, worldwide, royalty-free, transferable, irrevocable, and perpetual license, with the right to sublicense, to reproduce, distribute, modify, create derivative works of, publicly perform and publicly display, make, have made, use, sell and offer for sale the Work Product and any products developed by practicing such rights.
E. The foregoing does not apply to Incorporated Pre-existing Works or Third Party IP that are incorporated in the Work Product by Grantee. Grantee shall provide System Agency access during normal business hours to all Grantee materials, premises, and computer files containing the Work Product.

6.2 GRANTEE'S PRE-EXISTING WORKS

A. To the extent that Grantee incorporates into the Work Product any works of Grantee that were created by Grantee or that Grantee acquired rights in prior to the Effective Date of this Grant Agreement ("**Incorporated Pre-existing Works**"), Grantee retains ownership of such Incorporated Pre-existing Works.
B. Grantee hereby grants to System Agency an irrevocable, perpetual, non-exclusive, royalty-free, transferable, worldwide right and license, with the right to sublicense, to use, reproduce, modify, copy, create derivative works of, publish, publicly perform and display, sell, offer to sell, make and have made, the Incorporated Pre-existing Works, in any medium, with or without the associated Work Product.

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C. Grantee represents, warrants, and covenants to System Agency that Grantee has all necessary right and authority to grant the foregoing license in the Incorporated Pre-existing Works to System Agency.

6.3 THIRD PARTY IP

A. To the extent that any Third Party IP is included or incorporated in the Work Product by Grantee, Grantee hereby grants to System Agency, or shall obtain from the applicable third party for System Agency's benefit, the irrevocable, perpetual, non-exclusive, worldwide, royalty-free right and license, for System Agency's internal business or governmental purposes only, to use, reproduce, display, perform, distribute copies of, and prepare derivative works based upon such Third Party IP and any derivative works thereof embodied in or delivered to System Agency in conjunction with the Work Product, and to authorize others to do any or all of the foregoing.
B. Grantee shall obtain System Agency's advance written approval prior to incorporating any Third Party IP into the Work Product, and Grantee shall notify System Agency on delivery of the Work Product if such materials include any Third Party IP.
C. Grantee shall provide System Agency all supporting documentation demonstrating Grantee's compliance with this Section 6.3, including without limitation documentation indicating a third party's written approval for Grantee to use any Third Party IP that may be incorporated in the Work Product.

6.4 AGREEMENTS WITH EMPLOYEES AND SUBCONTRACTORS

Grantee shall have written, binding agreements with its employees and subcontractors that include provisions sufficient to give effect to and enable Grantee's compliance with Grantee's obligations under this Article VI, Intellectual Property.

6.5 DELIVERY UPON TERMINATION OR EXPIRATION

No later than the first calendar day after the termination or expiration of the Grant Agreement or upon System Agency's request, Grantee shall deliver to System Agency all completed, or partially completed, Work Product, including any Incorporated Pre-existing Works, and any and all versions thereof. Grantee's failure to timely deliver such Work Product is a material breach of the Grant Agreement. Grantee will not retain any copies of the Work Product or any documentation or other products or results of Grantee's activities under the Grant Agreement without the prior written consent of System Agency.

6.6 SURVIVAL

The provisions and obligations of this Article survive any termination or expiration of the Grant Agreement.

6.7 SYSTEM AGENCY DATA

A. As between the Parties, all data and information acquired, accessed, or made available to Grantee by, through, or on behalf of System Agency or System Agency contractors, including all electronic data generated, processed, transmitted, or stored by Grantee in the course of providing data processing services in connection with Grantee's performance hereunder (the "System Agency Data"), is owned solely by System Agency.
B. Grantee has no right or license to use, analyze, aggregate, transmit, create derivatives of, copy, disclose, or process the System Agency Data except as required for Grantee to fulfill its obligations under the Grant Agreement or as authorized in advance in writing by System Agency.

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C. For the avoidance of doubt, Grantee is expressly prohibited from using, and from permitting any third party to use, System Agency Data for marketing, research, or other non-governmental or commercial purposes, without the prior written consent of System Agency.
D. Grantee shall make System Agency Data available to System Agency, including to System Agency's designated vendors, as directed in writing by System Agency. The foregoing shall be at no cost to System Agency.
E. Furthermore, the proprietary nature of Grantee's systems that process, store, collect, and/or transmit the System Agency Data shall not excuse Grantee's performance of its obligations hereunder.

ARTICLE VII. PROPERTY

7.1 USE OF STATE PROPERTY

A. Grantee is prohibited from using State Property for any purpose other than performing Services authorized under the Grant Agreement.
B. State Property includes, but is not limited to, System Agency's office space, identification badges, System Agency information technology equipment and networks (*e.g.,* laptops, portable printers, cell phones, iPads or tablets, external hard drives, data storage devices, any System Agency-issued software, and the System Agency Virtual Private Network (VPN client)), and any other resources of System Agency.
C. Grantee shall not remove State Property from the continental United States. In addition, Grantee may not use any computing device to access System Agency's network or e-mail while outside of the continental United States.
D. Grantee shall not perform any maintenance services on State Property unless the Grant Agreement expressly authorizes such Services.
E. During the time that State Property is in the possession of Grantee, Grantee shall be responsible for:
    i. all repair and replacement charges incurred by State Agency that are associated with loss of State Property or damage beyond normal wear and tear, and
    ii. all charges attributable to Grantee's use of State Property that exceeds the Grant Agreement scope. Grantee shall fully reimburse such charges to System Agency within ten (10) calendar days of Grantee's receipt of System Agency's notice of amount due. Use of State Property for a purpose not authorized by the Grant Agreement shall constitute breach of contract and may result in termination of the Grant Agreement and the pursuit of other remedies available to System Agency under contract, at law, or in equity.

7.2 DAMAGE TO STATE PROPERTY

A. In the event of loss, destruction, or damage to any System Agency or State of Texas owned, leased, or occupied property or equipment by Grantee or Grantee's employees, agents, Subcontractors, or suppliers, Grantee shall be liable to System Agency and the State of Texas for the full cost of repair, reconstruction, or replacement of the lost, destroyed, or damaged property.
B. Grantee shall notify System Agency of the loss, destruction, or damage of equipment or property within one (1) business day. Grantee shall reimburse System Agency and the State of Texas for such property damage within ten (10) calendar days after Grantee's receipt of System Agency's notice of amount due.

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7.3 Property Rights upon Termination or Expiration of Contract

In the event the Grant Agreement is terminated for any reason or expires, State Property remains the property of the System Agency and must be returned to the System Agency by the earlier of the end date of the Grant Agreement or upon System Agency's request.

7.4 Equipment and Property

All equipment and property acquired by Grantee, with funds awarded under this Grant Agreement, are subject to all applicable laws and governing authority including, but not limited to, applicable provisions of 2 CFR 200 and TxGMS. System Agency funds must not be used to purchase buildings or real property without prior written approval from System Agency. Any costs related to the initial acquisition of the buildings or real property are not allowable without written pre-approval.

ARTICLE VIII. Record Retention, Audit, And Confidentiality

8.1 Record Maintenance and Retention

A. Grantee shall keep and maintain under GAAP or GASB, as applicable, full, true, and complete records necessary to fully disclose to the System Agency, the Texas State Auditor's Office, the United States Government, and their authorized representatives all information required to determine compliance with the terms and conditions of this Grant Agreement and all state and federal rules, regulations, and statutes. Grantee shall ensure these same requirements are included in all subcontracts.

B. Grantee shall maintain and retain legible copies of this Grant Agreement and all records relating to the performance of the Grant Agreement, including supporting fiscal documents adequate to ensure that claims for grant funds are in accordance with applicable State of Texas requirements. These records shall be maintained and retained by the Grantee for a minimum of seven (7) years after the Grant Agreement expiration date or seven (7) years after all audits, claims, litigation, or disputes involving the Grant Agreement are resolved, whichever is later. Grantee shall ensure these same requirements are included in all subcontracts.

8.2 Agency's Right to Audit

A. Grantee shall make available at reasonable times and upon reasonable notice, and for reasonable periods, work papers, reports, books, records, supporting documents kept current by Grantee pertaining to the Grant Agreement for purposes of inspecting, monitoring, auditing, or evaluating by System Agency and the State of Texas. Grantee shall ensure these same requirements are included in all subcontracts.

B. In addition to any right of access arising by operation of law, Grantee and any of Grantee's affiliate or subsidiary organizations, or Subcontractors shall permit the System Agency or any of its duly authorized representatives, as well as duly authorized federal, state or local authorities, unrestricted access to and the right to examine any site where business is conducted or services are performed, and all records, which includes but is not limited to financial, client and patient records, books, papers or documents related to this Grant Agreement. Grantee shall permit the System Agency or any of its duly authorized federal, state, or local authorities unrestricted access to and the right to examine all external contracts and or pricing models or methodologies related to the Grant Agreement. Grantee shall ensure these same requirements are included in all subcontracts. If the Grant Agreement includes federal funds, federal agencies that shall have a right of access to records as described in this section include: the federal agency

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providing the funds, the Comptroller General of the United States, the General Accounting Office, the Office of the Inspector General, and any of their authorized representatives. In addition, agencies of the State of Texas that shall have a right of access to records as described in this section include: the System Agency, HHS's contracted examiners, the State Auditor's Office, the Office of the Texas Attorney General, and any successor agencies. Each of these entities may be a duly authorized authority.

C. If deemed necessary by the System Agency or any duly authorized authority, for the purpose of oversight, including, but not limited to, reviews, inspections, audits and investigations, Grantee shall produce original documents related to this Grant Agreement.
D. The System Agency and any duly authorized authority shall have the right to audit billings both before and after payment, and all documentation that substantiates the billings and payments related to the Grant Agreement, including those related to a Subcontractor.
E. Grantee shall include the System Agency's and any of its duly authorized representatives', as well as duly authorized federal, state, or local authorities, unrestricted right of access to, and examination of, sites and information related to this Grant Agreement in any Subcontract it awards.

8.3 Response/Compliance with Audit or Inspection Findings

A. Grantee must act to ensure its and its Subcontractors' compliance with all corrections necessary to address any finding of noncompliance with any law, regulation, audit requirement, or generally accepted accounting principle, or any other deficiency identified in any audit, review, inspection or investigation of the Grant Agreement and the services and Deliverables provided. Any such correction will be at Grantee's or its Subcontractor's sole expense. Whether Grantee's action corrects the noncompliance shall be solely the decision of the System Agency.
B. As part of the services, Grantee must provide to HHS upon request a copy of those portions of Grantee's and its Subcontractors' internal audit reports relating to the services and Deliverables provided to the State under the Grant Agreement.
C. Grantee shall include the requirement to provide to System Agency (and any of its duly authorized federal, state, or local authorities) internal audit reports related to this Grant Agreement in any Subcontract it awards. Upon request by System Agency, Grantee shall enforce this requirement against its Subcontractor. Further, Grantee shall include in any Subcontract it awards a requirement that all Subcontractor Subcontracts must also include these provisions.

8.4 State Auditor's Right to Audit

The state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under the Grant Agreement or indirectly through a subcontract under the Grant Agreement. The acceptance of funds directly under the Grant Agreement or indirectly through a subcontract under the Grant Agreement acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. Under the direction of the legislative audit committee, an entity that is the subject of an audit or investigation by the state auditor must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit. Grantee shall ensure the authority to audit funds received indirectly by subcontractors through the contract and the requirement to cooperate is included in any subcontract it awards.

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8.5 CONFIDENTIALITY

Grantee shall maintain as confidential and shall not disclose to third parties without System Agency's prior written consent, any System Agency information including but not limited to System Agency's business activities, practices, systems, conditions and services. This Article VIII will survive termination or expiration of this Grant Agreement. Further, the obligations of Grantee under this Article VIII will survive termination or expiration of this Grant Agreement. This requirement must be included in all subcontracts awarded by Grantee.

ARTICLE IX. GRANT REMEDIES, TERMINATION AND PROHIBITED ACTIVITIES

9.1 REMEDIES

A. To ensure Grantee's full performance of the Grant Agreement and compliance with applicable law, System Agency reserves the right to hold Grantee accountable for breach of contract or substandard performance and may take remedial or corrective actions, including, but not limited to the following:
   i. temporarily withholding cash disbursements or reimbursements pending correction of the deficiency;
   ii. disallowing or denying use of funds for the activity or action deemed not to be in compliance;
   iii. disallowing claims for reimbursement that may require a partial or whole return of previous payments or reimbursements;
   iv. suspending all or part of the Grant Agreement;
   v. requiring the Grantee to take specific actions in order to remain in compliance with the Grant Agreement;
   vi. recouping payments made by the System Agency to the Grantee found to be in error;
   vii. suspending, limiting, or placing conditions on the Grantee's continued performance of the Project;
   viii. prohibiting the Grantee from receiving additional funds for other grant programs administered by the System Agency until satisfactory compliance resolution is obtained;
   ix. withholding release of new grant agreements; and
   x. imposing any other remedies, sanctions or penalties authorized under this Grant Agreement or permitted by federal or state statute, law, regulation or rule.

B. Unless expressly authorized by System Agency, Grantee may not be entitled to reimbursement for expenses incurred while the Grant Agreement is suspended.

C. No action taken by System Agency in exercising remedies or imposing sanctions will constitute or operate as a waiver of any other rights or remedies available to System Agency under the Grant Agreement or pursuant to law. Additionally, no action taken by System Agency in exercising remedies or imposing sanctions will constitute or operate as an acceptance, waiver, or cure of Grantee's breach. Unless expressly authorized by System Agency, Grantee may not be entitled to reimbursement for expenses incurred while the Grant Agreement is suspended or after termination.

9.2 TERMINATION FOR CONVENIENCE

The System Agency may terminate the Grant Agreement, in whole or in part, at any time when, in its sole discretion, the System Agency determines that termination is in the best interests of the State of Texas. The termination will be effective on the date specified in the System Agency's notice of termination.

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9.3 TERMINATION FOR CAUSE

A. Except as otherwise provided by the U.S. Bankruptcy Code, or any successor law, the System Agency may terminate the Grant Agreement, in whole or in part, upon either of the following conditions:

i. Material Breach

The System Agency may terminate the Grant Agreement, in whole or in part, if the System Agency determines, in its sole discretion, that Grantee has materially breached the Grant Agreement or has failed to adhere to any laws, ordinances, rules, regulations or orders of any public authority having jurisdiction, whether or not such violation prevents or substantially impairs performance of Grantee's duties under the Grant Agreement. Grantee's misrepresentation in any aspect including, but not limited to, of Grantee's Solicitation Application, if any, or Grantee's addition to the SAM exclusion list (identification in SAM as an excluded entity) may also constitute a material breach of the Grant Agreement.

ii. Failure to Maintain Financial Viability

The System Agency may terminate the Grant Agreement if the System Agency, in its sole discretion, determines that Grantee no longer maintains the financial viability required to complete the services and deliverables, or otherwise fully perform its responsibilities under the Grant Agreement.

B. System Agency will specify the effective date of such termination in the notice to Grantee. If no effective date is specified, the Grant Agreement will terminate on the date of the notification.

9.4 GRANTEE RESPONSIBILITY FOR SYSTEM AGENCY'S TERMINATION COSTS

If the System Agency terminates the Grant Agreement for cause, the Grantee shall be responsible to the System Agency for all costs incurred by the System Agency and the State of Texas to replace the Grantee. These costs include, but are not limited to, the costs of procuring a substitute grantee and the cost of any claim or litigation attributable to Grantee's failure to perform any work in accordance with the terms of the Grant Agreement.

9.5 INHERENTLY RELIGIOUS ACTIVITIES

Grantee may not use grant funding to engage in inherently religious activities, such as proselytizing, scripture study, or worship. Grantees may engage in inherently religious activities; however, these activities must be separate in time or location from the grant-funded program. Moreover, grantees must not compel program beneficiaries to participate in inherently religious activities. These requirements apply to all grantees, not just faith-based organizations.

9.6 POLITICAL ACTIVITIES

Grant funds cannot be used for the following activities:

A. Grantees and their relevant sub-grantees or subcontractors are prohibited from using grant funds directly or indirectly for political purposes, including lobbying, advocating for legislation, campaigning for, endorsing, contributing to, or otherwise supporting political candidates or parties, and voter registration campaigns. Grantees may use private, or non-System Agency money or contributions for political purposes but may not charge to, or be reimbursed from, System Agency contracts or grants for the costs of such activities.

B. Grant-funded employees may not use official authority or influence to achieve any political purpose and grant funds cannot be used for the salary, benefits, or any other compensation of an elected official.

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C. Grant funds may not be used to employ, in any capacity, a person who is required by Chapter 305 of the Texas Government Code to register as a lobbyist. Additionally, grant funds cannot be used to pay membership dues to an organization that partially or wholly pays the salary of a person who is required by Chapter 305 of the Texas Government Code to register as a lobbyist.
D. As applicable, Grantee will comply with 31 USC § 1352, relating to the limitation on use of appropriated funds to influence certain Federal contracting and financial transactions.

ARTICLE X. INDEMNITY

10.1 GENERAL INDEMNITY

A. GRANTEE SHALL DEFEND, INDEMNIFY AND HOLD HARMLESS THE STATE OF TEXAS AND SYSTEM AGENCY, AND/OR THEIR OFFICERS, AGENTS, EMPLOYEES, REPRESENTATIVES, CONTRACTORS, ASSIGNEES, AND/OR DESIGNEES FROM ANY AND ALL LIABILITY, ACTIONS, CLAIMS, DEMANDS, OR SUITS, AND ALL RELATED COSTS, ATTORNEYS' FEES, AND EXPENSES ARISING OUT OF OR RESULTING FROM ANY ACTS OR OMISSIONS OF GRANTEE OR ITS AGENTS, EMPLOYEES, SUBCONTRACTORS, ORDER FULFILLERS, OR SUPPLIERS OF SUBCONTRACTORS IN THE EXECUTION OR PERFORMANCE OF THE GRANT AGREEMENT AND ANY PURCHASE ORDERS ISSUED UNDER THE GRANT AGREEMENT.

B. THIS PARAGRAPH IS NOT INTENDED TO AND WILL NOT BE CONSTRUED TO REQUIRE GRANTEE TO INDEMNIFY OR HOLD HARMLESS THE STATE OR THE SYSTEM AGENCY FOR ANY CLAIMS OR LIABILITIES RESULTING FROM THE NEGLIGENT ACTS OR OMISSIONS OF THE SYSTEM AGENCY OR ITS EMPLOYEES.

C. FOR THE AVOIDANCE OF DOUBT, SYSTEM AGENCY SHALL NOT INDEMNIFY GRANTEE OR ANY OTHER ENTITY UNDER THE GRANT AGREEMENT.

10.2 INTELLECTUAL PROPERTY

GRANTEE SHALL DEFEND, INDEMNIFY, AND HOLD HARMLESS THE SYSTEM AGENCY AND THE STATE OF TEXAS FROM AND AGAINST ANY AND ALL CLAIMS, VIOLATIONS, MISAPPROPRIATIONS, OR INFRINGEMENT OF ANY PATENT, TRADEMARK, COPYRIGHT, TRADE SECRET, OR OTHER INTELLECTUAL PROPERTY RIGHTS AND/OR OTHER INTANGIBLE PROPERTY, PUBLICITY OR PRIVACY RIGHTS, AND/OR IN CONNECTION WITH OR ARISING FROM:

i. THE PERFORMANCE OR ACTIONS OF GRANTEE PURSUANT TO THIS GRANT AGREEMENT;
ii. ANY DELIVERABLE, WORK PRODUCT, CONFIGURED SERVICE OR OTHER SERVICE PROVIDED HEREUNDER; AND/OR
iii. SYSTEM AGENCY'S AND/OR GRANTEE'S USE OF OR ACQUISITION OF ANY REQUESTED SERVICES OR OTHER ITEMS PROVIDED TO SYSTEM AGENCY BY GRANTEE OR OTHERWISE TO WHICH SYSTEM AGENCY HAS ACCESS AS A RESULT OF GRANTEE'S PERFORMANCE UNDER THE GRANT AGREEMENT.

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10.3 Additional Indemnity Provisions

A. GRANTEE AND SYSTEM AGENCY AGREE TO FURNISH TIMELY WRITTEN NOTICE TO EACH OTHER OF ANY INDEMNITY CLAIM. GRANTEE SHALL BE LIABLE TO PAY ALL COSTS OF DEFENSE, INCLUDING ATTORNEYS' FEES.

B. THE DEFENSE SHALL BE COORDINATED BY THE GRANTEE WITH THE OFFICE OF THE TEXAS ATTORNEY GENERAL WHEN TEXAS STATE AGENCIES ARE NAMED DEFENDANTS IN ANY LAWSUIT AND GRANTEE MAY NOT AGREE TO ANY SETTLEMENT WITHOUT FIRST OBTAINING THE CONCURRENCE FROM THE OFFICE OF THE TEXAS ATTORNEY GENERAL.

C. GRANTEE SHALL REIMBURSE SYSTEM AGENCY AND THE STATE OF TEXAS FOR ANY CLAIMS, DAMAGES, COSTS, EXPENSES OR OTHER AMOUNTS, INCLUDING, BUT NOT LIMITED TO, ATTORNEYS' FEES AND COURT COSTS, ARISING FROM ANY SUCH CLAIM. IF THE SYSTEM AGENCY DETERMINES THAT A CONFLICT EXISTS BETWEEN ITS INTERESTS AND THOSE OF GRANTEE OR IF SYSTEM AGENCY IS REQUIRED BY APPLICABLE LAW TO SELECT SEPARATE COUNSEL, SYSTEM AGENCY WILL BE PERMITTED TO SELECT SEPARATE COUNSEL AND GRANTEE SHALL PAY ALL REASONABLE COSTS OF SYSTEM AGENCY'S COUNSEL.

ARTICLE XI. General Provisions

11.1 Amendments

Except as otherwise expressly provided, the Grant Agreement may only be amended by a written Amendment executed by both Parties.

11.2 No Quantity Guarantees

The System Agency makes no guarantee of volume or usage of work under this Grant Agreement. All work requested may be on an irregular and as needed basis throughout the Grant Agreement term.

11.3 Child Abuse Reporting Requirements

A. Grantees shall comply with child abuse and neglect reporting requirements in Texas Family Code Chapter 261. This section is in addition to and does not supersede any other legal obligation of the Grantee to report child abuse.

B. Grantee shall use the Texas Abuse Hotline Website located at https://www.txabusehotline.org/Login/Default.aspx as required by the System Agency. Grantee shall retain reporting documentation on site and make it available for inspection by the System Agency.

11.4 Certification of Meeting or Exceeding Tobacco-Free Workplace Policy Minimum Standards

A. Grantee certifies that it has adopted and enforces a Tobacco-Free Workplace Policy that meets or exceeds all of the following minimum standards of:

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i. Prohibiting the use of all forms of tobacco products, including but not limited to cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff and chewing tobacco;
ii. Designating the property to which this Policy applies as a "designated area," which must at least comprise all buildings and structures where activities funded under this Grant Agreement are taking place, as well as Grantee owned, leased, or controlled sidewalks, parking lots, walkways, and attached parking structures immediately adjacent to this designated area;
iii. Applying to all employees and visitors in this designated area; and
iv. Providing for or referring its employees to tobacco use cessation services.

B. If Grantee cannot meet these minimum standards, it must obtain a waiver from the System Agency.

11.5 INSURANCE AND BONDS

Unless otherwise specified in this Contract, Grantee shall acquire and maintain, for the duration of this Contract, insurance coverage necessary to ensure proper fulfillment of this Contract and potential liabilities thereunder with financially sound and reputable insurers licensed by the Texas Department of Insurance, in the type and amount customarily carried within the industry as determined by the System Agency. Grantee shall provide evidence of insurance as required under this Contract, including a schedule of coverage or underwriter's schedules establishing to the satisfaction of the System Agency the nature and extent of coverage granted by each such policy, upon request by the System Agency. In the event that any policy is determined by the System Agency to be deficient to comply with the terms of this Contract, Grantee shall secure such additional policies or coverage as the System Agency may reasonably request or that are required by law or regulation. If coverage expires during the term of this Contract, Grantee must produce renewal certificates for each type of coverage. In addition, if required by System Agency, Grantee must obtain and have on file a blanket fidelity bond that indemnifies System Agency against the loss or theft of any grant funds, including applicable matching funds. The fidelity bond must cover the entirety of the grant term and any subsequent renewals. The failure of Grantee to comply with these requirements may subject Grantee to remedial or corrective actions detailed in section 10.1, General Indemnity, above.

These and all other insurance requirements under the Grant apply to both Grantee and its Subcontractors, if any. Grantee is responsible for ensuring its Subcontractors' compliance with all requirements.

11.6 LIMITATION ON AUTHORITY

A. Grantee shall not have any authority to act for or on behalf of the System Agency or the State of Texas except as expressly provided for in the Grant Agreement; no other authority, power, or use is granted or implied. Grantee may not incur any debt, obligation, expense, or liability of any kind on behalf of System Agency or the State of Texas.
B. Grantee may not rely upon implied authority and is not granted authority under the Grant Agreement to:
i. Make public policy on behalf of the System Agency;
ii. Promulgate, amend, or disregard administrative regulations or program policy decisions made by State and federal agencies responsible for administration of a System Agency program; or
iii. Unilaterally communicate or negotiate with any federal or state agency or the Texas Legislature on behalf of the System Agency regarding System Agency programs or

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the Grant Agreement. However, upon System Agency request and with reasonable notice from System Agency to the Grantee, the Grantee shall assist the System Agency in communications and negotiations regarding the Work under the Grant Agreement with state and federal governments.

11.7 CHANGE IN LAWS AND COMPLIANCE WITH LAWS

Grantee shall comply with all laws, regulations, requirements, and guidelines applicable to a Grantee providing services and products required by the Grant Agreement to the State of Texas, as these laws, regulations, requirements, and guidelines currently exist and as amended throughout the term of the Grant Agreement. Notwithstanding Section 11.1, Amendments, above, System Agency reserves the right, in its sole discretion, to unilaterally amend the Grant Agreement to incorporate any modifications necessary for System Agency's compliance, as an agency of the State of Texas, with all applicable state and federal laws, regulations, requirements and guidelines.

11.8 SUBCONTRACTORS

Grantee may not subcontract any or all of the Work and/or obligations under the Grant Agreement without prior written approval of the System Agency. Subcontracts, if any, entered into by the Grantee shall be in writing and be subject to the requirements of the Grant Agreement. Should Grantee subcontract any of the services required in the Grant Agreement, Grantee expressly understands and acknowledges System Agency is in no manner liable to any subcontractor(s) of Grantee. In no event shall this provision relieve Grantee of the responsibility for ensuring that the services performed under all subcontracts are rendered in compliance with the Grant Agreement.

11.9 PERMITTING AND LICENSURE

At Grantee's sole expense, Grantee shall procure and maintain for the duration of this Grant Agreement any state, county, city, or federal license, authorization, insurance, waiver, permit, qualification or certification required by statute, ordinance, law, or regulation to be held by Grantee to provide the goods or services required by this Grant Agreement. Grantee shall be responsible for payment of all taxes, assessments, fees, premiums, permits, and licenses required by law. Grantee shall be responsible for payment of any such government obligations not paid by its Subcontractors during performance of this Grant Agreement.

11.10 INDEPENDENT CONTRACTOR

Grantee and Grantee's employees, representatives, agents, Subcontractors, suppliers, and third-party service providers shall serve as independent contractors in providing the services under the Grant Agreement. Neither Grantee nor System Agency is an agent of the other and neither may make any commitments on the other party's behalf. The Grantee is not a "governmental body" solely by virtue of this Grant Agreement or receipt of grant funds under this Grant Agreement. Grantee shall have no claim against System Agency for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind. The Grant Agreement shall not create any joint venture, partnership, agency, or employment relationship between Grantee and System Agency.

11.11 GOVERNING LAW AND VENUE

The Grant Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without regard to the conflicts of law provisions. The venue of any suit

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arising under the Grant Agreement is fixed in any court of competent jurisdiction of Travis County, Texas, unless the specific venue is otherwise identified in a statute which directly names or otherwise identifies its applicability to the System Agency.

11.12 SEVERABILITY

If any provision contained in this Grant Agreement is held to be unenforceable by a court of law or equity, such construction will not affect the legality, validity, or enforceability of any other provision or provisions of this Grant Agreement. It is the intent and agreement of the Parties this Grant Agreement shall be deemed amended by modifying such provision to the extent necessary to render it valid, legal and enforceable while preserving its intent or, if such modification is not possible, by substituting another provision that is valid, legal and enforceable and that achieves the same objective. All other provisions of this Grant Agreement will continue in full force and effect.

11.13 SURVIVABILITY

Expiration or termination of the Grant Agreement for any reason does not release Grantee from any liability or obligation set forth in the Grant Agreement that is expressly stated to survive any such expiration or termination, that by its nature would be intended to be applicable following any such expiration or termination, or that is necessary to fulfill the essential purpose of the Grant Agreement, including without limitation the provisions regarding return of grant funds, audit requirements, records retention, public information, warranty, indemnification, confidentiality, and rights and remedies upon termination.

11.14 FORCE MAJEURE

Neither Grantee nor System Agency shall be liable to the other for any delay in, or failure of performance, of any requirement included in the Grant Agreement caused by force majeure. The existence of such causes of delay or failure shall extend the period of performance until after the causes of delay or failure have been removed provided the non-performing party exercises all reasonable due diligence to perform. Force majeure is defined as acts of God, war, fires, explosions, hurricanes, floods, failure of transportation, or other causes that are beyond the reasonable control of either party and that by exercise of due foresight such party could not reasonably have been expected to avoid, and which, by the exercise of all reasonable due diligence, such party is unable to overcome.

11.15 NO IMPLIED WAIVER OF PROVISIONS

The failure of the System Agency to object to or to take affirmative action with respect to any conduct of the Grantee which is in violation or breach of the terms of the Grant Agreement shall not be construed as a waiver of the violation or breach, or of any future violation or breach.

11.16 FUNDING DISCLAIMERS AND LABELING

A. Grantee shall not use System Agency's name or refer to System Agency directly or indirectly in any media appearance, public service announcement, or disclosure relating to this Grant Agreement including any promotional material without first obtaining written consent from System Agency. The foregoing prohibition includes, without limitation, the placement of banners, pop-up ads, or other advertisements promoting Grantee's or a third party's products, services, workshops, trainings, or other commercial offerings on any website portal or internet-based service or software application hosted or managed by Grantee. This does not limit the Grantee's responsibility to comply with obligations related to the Texas Public Information Act or Texas Open Meetings Act.

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B. In general, no publication (including websites, reports, projects, etc.) may convey System Agency's recognition or endorsement of the Grantee's project without prior written approval from System Agency. Publications funded in part or wholly by HHS grant funding must include a statement that "HHS and neither any of its components operate, control, are responsible for, or necessarily endorse, this publication (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)" at HHS's request.

11.17 MEDIA RELEASES

A. Grantee shall not use System Agency's name, logo, or other likeness in any press release, marketing material or other announcement without System Agency's prior written approval. System Agency does not endorse any vendor, commodity, or service. Grantee is not authorized to make or participate in any media releases or public announcements pertaining to this Grant Agreement or the Services to which they relate without System Agency's prior written consent, and then only in accordance with explicit written instruction from System Agency.

B. Grantee may publish, at its sole expense, results of Grantee performance under the Grant Agreement with the System Agency's prior review and approval, which the System Agency may exercise at its sole discretion. Any publication (written, visual, or sound) will acknowledge the support received from the System Agency and any Federal agency, as appropriate.

11.18 PROHIBITION ON NON-COMPETE RESTRICTIONS

Grantee shall not require any employees or Subcontractors to agree to any conditions, such as non-compete clauses or other contractual arrangements, that would limit or restrict such persons or entities from employment or contracting with the State of Texas.

11.19 SOVEREIGN IMMUNITY

Nothing in the Grant Agreement will be construed as a waiver of the System Agency's or the State's sovereign immunity. This Grant Agreement shall not constitute or be construed as a waiver of any of the privileges, rights, defenses, remedies, or immunities available to the System Agency or the State of Texas. The failure to enforce, or any delay in the enforcement, of any privileges, rights, defenses, remedies, or immunities available to the System Agency or the State of Texas under the Grant Agreement or under applicable law shall not constitute a waiver of such privileges, rights, defenses, remedies, or immunities or be considered as a basis for estoppel. System Agency does not waive any privileges, rights, defenses, or immunities available to System Agency by entering into the Grant Agreement or by its conduct prior to or subsequent to entering into the Grant Agreement.

11.20 ENTIRE CONTRACT AND MODIFICATION

The Grant Agreement constitutes the entire agreement of the Parties and is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Any additional or conflicting terms in any future document incorporated into the Grant Agreement will be harmonized with this Grant Agreement to the extent possible.

11.21 COUNTERPARTS

This Grant Agreement may be executed in any number of counterparts, each of which will be an original, and all such counterparts will together constitute but one and the same Grant Agreement.

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11.22 PROPER AUTHORITY

Each Party represents and warrants that the person executing this Grant Agreement on its behalf has full power and authority to enter into this Grant Agreement.

11.23 E-VERIFY PROGRAM

Grantee certifies that it utilizes and will continue to utilize the U.S. Department of Homeland Security's E-Verify system to determine the eligibility of:

A. all persons employed to perform duties within Texas during the term of the Grant Agreement; and
B. all persons, (including subcontractors) assigned by the Grantee to perform work pursuant to the Grant Agreement within the United States of America.

11.24 CIVIL RIGHTS

A. Grantee agrees to comply with state and federal anti-discrimination laws, including:
   i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d et seq.);
   ii. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794);
   iii. Americans with Disabilities Act of 1990 (42 U.S.C. §12101 et seq.);
   iv. Age Discrimination Act of 1975 (42 U.S.C. §§6101-6107);
   v. Title IX of the Education Amendments of 1972 (20 U.S.C. §§1681-1688);
   vi. Food and Nutrition Act of 2008 (7 U.S.C. §2011 et seq.); and
   vii. The System Agency's administrative rules, as set forth in the Texas Administrative Code, to the extent applicable to this Grant Agreement.
B. Grantee agrees to comply with all amendments to the above-referenced laws, and all requirements imposed by the regulations issued pursuant to these laws. These laws provide in part that no persons in the United States may, on the grounds of race, color, national origin, sex, age, disability, political beliefs, or religion, be excluded from participation in or denied any aid, care, service or other benefits provided by Federal or State funding, or otherwise be subjected to discrimination.
C. Grantee agrees to comply with Title VI of the Civil Rights Act of 1964, and its implementing regulations at 45 C.F.R. Part 80 or 7 C.F.R. Part 15, prohibiting a contractor from adopting and implementing policies and procedures that exclude or have the effect of excluding or limiting the participation of clients in its programs, benefits, or activities on the basis of national origin. State and federal civil rights laws require contractors to provide alternative methods for ensuring access to services for applicants and recipients who cannot express themselves fluently in English. Grantee agrees to take reasonable steps to provide services and information, both orally and in writing, in appropriate languages other than English, in order to ensure that persons with limited English proficiency are effectively informed and can have meaningful access to programs, benefits, and activities.
D. Grantee agrees to post applicable civil rights posters in areas open to the public informing clients of their civil rights and including contact information for the HHS Civil Rights Office. The posters are available on the HHS website at: https://hhs.texas.gov/about-hhs/your-rights/civil-rights-office/civil-rights-posters
E. Grantee agrees to comply with Executive Order 13279, and its implementing regulations at 45 C.F.R. Part 87 or 7 C.F.R. Part 16. These provide in part that any organization that participates in programs funded by direct financial assistance from the United States Department of Agriculture or the United States Department of Health and Human Services shall not discriminate against a program beneficiary or prospective program beneficiary on the basis of religion or religious belief.

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F. Upon request, Grantee shall provide HHSC's Civil Rights Office with copies of the Grantee's civil rights policies and procedures.

G. Grantee must notify HHSC's Civil Rights Office of any complaints of discrimination received relating to its performance under this Grant Agreement. This notice must be delivered no more than ten (10) calendar days after receipt of a complaint. Notice provided pursuant to this section must be directed to:

HHSC Civil Rights Office
701 W. 51st Street, Mail CodeW206
Austin, Texas 78751
Phone Toll Free: (888) 388-6332
Phone: (512) 438-4313
Fax: (512) 438-5885
Email: HHSCivilRightsOffice@hhsc.state.tx.us

11.25 Enterprise Information Management Standards

Grantee shall conform to HHS standards for data management as described by the policies of the HHS Office of Data, Analytics, and Performance. These include, but are not limited to, standards for documentation and communication of data models, metadata, and other data definition methods that are required by HHS for ongoing data governance, strategic portfolio analysis, interoperability planning, and valuation of HHS System data assets.

11.26 Disclosure of Litigation

A. The Grantee must disclose in writing to the contract manager assigned to this Grant Agreement any material civil or criminal litigation or indictment either threatened or pending involving the Grantee. "Threatened litigation" as used herein shall include governmental investigations and civil investigative demands. "Litigation" as used herein shall include administrative enforcement actions brought by governmental agencies. The Grantee must also disclose any material litigation threatened or pending involving Subcontractors, consultants, and/or lobbyists. For purposes of this section, "material" refers, but is not limited, to any action or pending action that a reasonable person knowledgeable in the applicable industry would consider relevant to the Work under the Grant Agreement or any development such a person would want to be aware of in order to stay fully apprised of the total mix of information relevant to the Work, together with any litigation threatened or pending that may result in a substantial change in the Grantee's financial condition.

B. This is a continuing disclosure requirement; any litigation commencing after Grant Agreement Award must be disclosed in a written statement to the assigned contract manager within seven calendar days of its occurrence.

11.27 No Third Party Beneficiaries

The Grant Agreement is made solely and specifically among and for the benefit of the Parties named herein and their respective successors and assigns, and no other person shall have any right, interest, or claims hereunder or be entitled to any benefits pursuant to or on account of the Grant Agreement as a third-party beneficiary or otherwise.

11.28 Binding Effect

The Grant Agreement shall inure to the benefit of, be binding upon, and be enforceable against each Party and their respective permitted successors, assigns, transferees, and delegates.

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DATA USE AGREEMENT
BETWEEN THE
TEXAS HEALTH AND HUMAN SERVICES SYSTEM
AND
CONTRACTOR

This Data Use Agreement ("DUA") is effective as of the date of the Base Contract into which it is incorporated ("Effective Date"), by and between the Texas Health and Human Services System, which includes the Texas Health and Human Services Commission and the Department of State Health Services ("HHS") and Contractor (the "Base Contract").

ARTICLE 1. PURPOSE; APPLICABILITY; ORDER OF PRECEDENCE

The purpose of this DUA is to facilitate access to, creation, receipt, maintenance, use, disclosure or transmission of Confidential Information with Contractor, and describe Contractor's rights and obligations with respect to the Confidential Information and the limited purposes for which the Contractor may create, receive, maintain, use, disclose or have access to Confidential Information. This DUA also describes HHS's remedies in the event of Contractor's noncompliance with its obligations under this DUA. This DUA applies to both HHS business associates, as "business associate" is defined in the Health Insurance Portability and Accountability Act (HIPAA), and contractors who are not business associates, who create, receive, maintain, use, disclose or have access to Confidential Information on behalf of HHS, its programs or clients as described in the Base Contract. As a best practice, HHS requires its contractors to comply with the terms of this DUA to safeguard all types of Confidential Information.

As of the Effective Date of this DUA, if any provision of the Base Contract conflicts with this DUA, this DUA controls.

ARTICLE 2. DEFINITIONS

For the purposes of this DUA, capitalized, underlined terms have the following meanings:

"Authorized Purpose" means the specific purpose or purposes described in the Base Contract for Contractor to fulfill its obligations under the Base Contract, or any other purpose expressly authorized by HHS in writing in advance.

"Authorized User" means a person:

(1) Who is authorized to create, receive, maintain, have access to, process, view, handle, examine, interpret, or analyze Confidential Information pursuant to this DUA;

(2) For whom Contractor warrants and represents has a demonstrable need to create, receive, maintain, use, disclose or have access to the Confidential Information; and

(3) Who has agreed in writing to be bound by the disclosure and use limitations pertaining to the Confidential Information as required by this DUA.

"Breach" means an impermissible use or disclosure of electronic or non-electronic sensitive personal information by an unauthorized person or for an unauthorized purpose that compromises the security or

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privacy of Confidential Information such that the use or disclosure poses a risk of reputational harm, theft of financial information, identity theft, or medical identity theft. Any acquisition, access, use, disclosure or loss of Confidential Information other than as permitted by this DUA shall be presumed to be a Breach unless Contractor demonstrates, based on a risk assessment, that there is a low probability that the Confidential Information has been compromised.

"Confidential Information" means any communication or record (whether oral, written, electronically stored or transmitted, or in any other form) provided to or made available to Contractor or that Contractor may create, receive, maintain, use, disclose or have access to on behalf of HHS that consists of or includes any or all of the following:

(1) Education records as defined in the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g; 34 C.F.R. Part 99

(2) Federal Tax Information as defined in Internal Revenue Code §6103 and Internal Revenue Service Publication 1075;

(3) Personal Identifying Information (PII) as defined in Texas Business and Commerce Code, Chapter 521;

(4) Protected Health Information (PHI) in any form including without limitation, Electronic Protected Health Information or Unsecured Protected Health Information as defined in 45 C.F.R. §160.103;

(5) Sensitive Personal Information (SPI) as defined in Texas Business and Commerce Code, Chapter 521;

(6) Social Security Administration Data, including, without limitation, Medicaid information means disclosures of information made by the Social Security Administration or the Centers for Medicare and Medicaid Services from a federal system of records for administration of federally funded benefit programs under the Social Security Act, 42 U.S.C., Chapter 7;

(7) All privileged work product;

(8) All information designated as confidential under the constitution and laws of the State of Texas and of the United States, including the Texas Health & Safety Code and the Texas Public Information Act, Texas Government Code, Chapter 552.

"Destroy", "Destruction", for Confidential Information, means:

(1) Paper, film, or other hard copy media have been shredded or destroyed such that the Confidential Information cannot be read or otherwise cannot be reconstructed. Redaction is specifically excluded as a means of data destruction.

(2) Electronic media have been cleared, purged, or destroyed consistent with NIST Special Publication 800-88, "Guidelines for Media Sanitization," such that the Confidential Information cannot be retrieved.

"Discover, Discovery" means the first day on which a Breach becomes known to Contractor, or, by exercising reasonable diligence would have been known to Contractor.

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"Legally Authorized Representative" of an individual, including as provided in 45 CFR 435.923 (authorized representative); 45 CFR 164.502(g)(1) (personal representative); Tex. Occ. Code § 151.002(6); Tex. H. & S. Code §166.164 (medical power of attorney); and Texas Estates Code § 22.031 (representative).

"Required by Law" means a mandate contained in law that compels an entity to use or disclose Confidential Information that is enforceable in a court of law, including court orders, warrants, subpoenas or investigative demands.

"Subcontractor" means a person who contracts with a prime contractor to work, to supply commodities, or to contribute toward completing work for a governmental entity.

"Workforce" means employees, volunteers, trainees or other persons whose performance of work is under the direct control of a party, whether or not they are paid by that party.

ARTICLE 3. CONTRACTOR'S DUTIES REGARDING CONFIDENTIAL INFORMATION

Section 3.01 Obligations of Contractor

Contractor agrees that:

(A) With respect to PHI, Contractor shall:

(1) Make PHI available in a designated record set if requested by HHS, if Contractor maintains PHI in a designated record set, as defined in HIPAA.

(2) Provide to HHS data aggregation services related to the healthcare operations Contractor performs for HHS pursuant to the Base Contract, if requested by HHS, if Contractor provides data aggregation services as defined in HIPAA.

(3) Provide access to PHI to an individual who is requesting his or her own PHI, or such individual's Legally Authorized Representative, in compliance with the requirements of HIPAA.

(4) Make PHI available to HHS for amendment, and incorporate any amendments to PHI that HHS directs, in compliance with HIPAA.

(5) Document and make available to HHS, an accounting of disclosures in compliance with the requirements of HIPAA.

(6) If Contractor receives a request for access, amendment or accounting of PHI by any individual, promptly forward the request to HHS or, if forwarding the request would violate HIPAA, promptly notify HHS of the request and of Contractor's response. HHS will respond to all such requests, unless Contractor is Required by Law to respond or HHS has given prior written consent for Contractor to respond to and account for all such requests.

(B) With respect to ALL Confidential Information, Contractor shall:

(1) Exercise reasonable care and no less than the same degree of care Contractor uses to protect its own confidential, proprietary and trade secret information to prevent Confidential Information from being used in a manner that is not expressly an Authorized Purpose or as Required by Law. Contractor will access, create, maintain, receive, use, disclose, transmit or Destroy Confidential Information in a secure fashion that protects against any reasonably anticipated threats or hazards to the security or integrity of such information or unauthorized uses.

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(2) Establish, implement and maintain appropriate procedural, administrative, physical and technical safeguards to preserve and maintain the confidentiality, integrity, and availability of the Confidential Information, in accordance with applicable laws or regulations relating to Confidential Information, to prevent any unauthorized use or disclosure of Confidential Information as long as Contractor has such Confidential Information in its actual or constructive possession.

(3) Implement, update as necessary, and document privacy, security and Breach notice policies and procedures and an incident response plan to address a Breach, to comply with the privacy, security and breach notice requirements of this DUA prior to conducting work under the Base Contract. Contractor shall produce, within three business days of a request by HHS, copies of its policies and procedures and records relating to the use or disclosure of Confidential Information.

(4) Obtain HHS's prior written consent to disclose or allow access to any portion of the Confidential Information to any person, other than Authorized Users, Workforce or Subcontractors of Contractor who have completed training in confidentiality, privacy, security and the importance of promptly reporting any Breach to Contractor's management and as permitted in Section 3.01(A)(3), above. Contractor shall produce evidence of completed training to HHS upon request. HHS, at its election, may assist Contractor in training and education on specific or unique HHS processes, systems and/or requirements. All of Contractor's Authorized Users, Workforce and Subcontractors with access to a state computer system or database will complete a cybersecurity training program certified under Texas Government Code Section 2054.519 by the Texas Department of Information Resources.

(5) Establish, implement and maintain appropriate sanctions against any member of its Workforce or Subcontractor who fails to comply with this DUA, the Base Contract or applicable law. Contractor shall maintain evidence of sanctions and produce it to HHS upon request.

(6) Obtain prior written approval of HHS, to disclose or provide access to any Confidential Information on the basis that such act is Required by Law, so that HHS may have the opportunity to object to the disclosure or access and seek appropriate relief. If HHS objects to such disclosure or access, Contractor shall refrain from disclosing or providing access to the Confidential Information until HHS has exhausted all alternatives for relief.

(7) Certify that its Authorized Users each have a demonstrated need to know and have access to Confidential Information solely to the minimum extent necessary to accomplish the Authorized Purpose and that each has agreed in writing to be bound by the disclosure and use limitations pertaining to the Confidential Information contained in this DUA. Contractor and its Subcontractors shall maintain at all times an updated, complete, accurate list of Authorized Users and supply it to HHS upon request.

(8) Provide, and shall cause its Subcontractors and agents to provide, to HHS periodic written confirmation of compliance with controls and the terms and conditions of this DUA.

(9) Return to HHS or Destroy, at HHS's election and at Contractor's expense, all Confidential Information received from HHS or created or maintained by Contractor or any of Contractor's agents or Subcontractors on HHS's behalf upon the termination or expiration of this DUA, if reasonably feasible and permitted by law. Contractor shall certify in writing to HHS that all such Confidential Information has been Destroyed or returned to HHS, and that Contractor and its agents and Subcontractors have retained no copies thereof. Notwithstanding the foregoing, Contractor acknowledges and agrees that it may not Destroy any Confidential Information if federal or state law, or HHS record retention policy or a litigation hold notice prohibits such Destruction. If such return or Destruction is not reasonably feasible, or is

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impermissible by law, Contractor shall immediately notify HHS of the reasons such return or Destruction is not feasible and agree to extend the protections of this DUA to the Confidential Information for as long as Contractor maintains such Confidential Information.

(10) Complete and return with the Base Contract to HHS, attached as Attachment 2 to this DUA, the HHS Security and Privacy Initial Inquiry (SPI) at https://hhs.texas.gov/laws-regulations/forms/miscellaneous/hhs-information-security-privacy-initial-inquiry-spi**.** The SPI identifies basic privacy and security controls with which Contractor must comply to protect Confidential Information. Contractor shall comply with periodic security controls compliance assessment and monitoring by HHS as required by state and federal law, based on the type of Confidential Information Contractor creates, receives, maintains, uses, discloses or has access to and the Authorized Purpose and level of risk. Contractor's security controls shall be based on the National Institute of Standards and Technology (NIST) Special Publication 800-53. Contractor shall update its security controls assessment whenever there are significant changes in security controls for HHS Confidential Information and shall provide the updated document to HHS. HHS also reserves the right to request updates as needed to satisfy state and federal monitoring requirements.

(11) Comply with the HHS Acceptable Use Policy (AUP) and require each Subcontractor and Workforce member who has direct access to HHS Information Resources, as defined in the AUP, to execute an HHS Acceptable Use Agreement.

(12) Only conduct secure transmissions of Confidential Information whether in paper, oral or electronic form. A secure transmission of electronic Confidential Information *in motion* includes secure File Transfer Protocol (SFTP) or encryption at an appropriate level as required by rule, regulation or law. Confidential Information *at rest* requires encryption unless there is adequate administrative, technical, and physical security as required by rule, regulation or law. All electronic data transfer and communications of Confidential Information shall be through secure systems. Contractor shall provide proof of system, media or device security and/or encryption to HHS no later than 48 hours after HHS's written request in response to a compliance investigation, audit, or the Discovery of a Breach. HHS may also request production of proof of security at other times as necessary to satisfy state and federal monitoring requirements. Deidentification of Confidential Information in accordance with HIPAA de-identification standards is deemed secure.

(13) Designate and identify a person or persons, as Privacy Official and Information Security Official, each of whom is authorized to act on behalf of Contractor and is responsible for the development and implementation of the privacy and security requirements in this DUA. Contractor shall provide name and current address, phone number and e-mail address for such designated officials to HHS upon execution of this DUA and prior to any change. Upon written notice from HHS, Contractor shall promptly remove and replace such official(s) if such official(s) is not performing the required functions.

(14) Make available to HHS any information HHS requires to fulfill HHS's obligations to provide access to, or copies of, Confidential Information in accordance with applicable laws, regulations or demands of a regulatory authority relating to Confidential Information. Contractor shall provide such information in a time and manner reasonably agreed upon or as designated by the applicable law or regulatory authority.

(15) Comply with the following laws and standards ***if applicable to the type of Confidential Information and Contractor's Authorized Purpose***:

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- Title 1, Part 10, Chapter 202, Subchapter B, Texas Administrative Code;
- The Privacy Act of 1974;
- OMB Memorandum 17-12;
- The Federal Information Security Management Act of 2002 (FISMA);
- The Health Insurance Portability and Accountability Act of 1996 (HIPAA);
- Internal Revenue Publication 1075 – Tax Information Security Guidelines for Federal, State and Local Agencies;
- National Institute of Standards and Technology (NIST) Special Publication 800-66 Revision 1 – An Introductory Resource Guide for Implementing the Health Insurance Portability and Accountability Act (HIPAA) Security Rule;
- NIST Special Publications 800-53 and 800-53A – Recommended Security Controls for Federal Information Systems and Organizations, as currently revised;
- NIST Special Publication 800-47 – Security Guide for Interconnecting Information Technology Systems;
- NIST Special Publication 800-88, Guidelines for Media Sanitization;
- NIST Special Publication 800-111, Guide to Storage of Encryption Technologies for End User Devices containing PHI;
- Family Educational Rights and Privacy Act
- Texas Business and Commerce Code Chapter 521
- Any other State or Federal law, regulation, or administrative rule relating to the specific HHS program area that Contractor supports on behalf of HHS.

(16) Be permitted to use or disclose Confidential Information for the proper management and administration of Contractor or to carry out Contractor's legal responsibilities, except as otherwise limited by this DUA, the Base Contract, or law applicable to the Confidential Information, if:

(a) Disclosure is Required by Law;

(b) Contractor obtains reasonable assurances from the person to whom the information is disclosed that the person shall:

1. Maintain the confidentiality of the Confidential Information in accordance with this DUA;

2. Use or further disclose the information only as Required by Law or for the Authorized Purpose for which it was disclosed to the person; and

3. Notify Contractor in accordance with Section 4.01 of a Breach of Confidential Information that the person Discovers or should have Discovered with the exercise of reasonable diligence.

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(C) With respect to ALL Confidential Information, Contractor shall NOT:

(1) Attempt to re-identify or further identify Confidential Information that has been deidentified or attempt to contact any persons whose records are contained in the Confidential Information, except for an Authorized Purpose, without express written authorization from HHS.

(2) Engage in prohibited marketing or sale of Confidential Information.

(3) Permit, or enter into any agreement with a Subcontractor to, create, receive, maintain, use, disclose, have access to or transmit Confidential Information, on behalf of HHS without requiring that Subcontractor first execute either the Form Subcontractor Agreement, Attachment 1, or Contractor's own Subcontractor agreement that ensures that the Subcontractor shall comply with the same safeguards and restrictions contained in this DUA for Confidential Information. Contractor is directly responsible for its Subcontractors' compliance with, and enforcement of, this DUA.

ARTICLE 4. BREACH NOTICE, REPORTING AND CORRECTION REQUIREMENTS

Section 4.01. Cooperation and Financial Responsibility.

(A) Contractor shall, at Contractor's expense, cooperate fully with HHS in investigating, mitigating to the extent practicable, and issuing notifications as directed by HHS, for any Breach of Confidential Information.

(B) Contractor shall make Confidential Information in Contractor's possession available pursuant to the requirements of HIPAA or other applicable law upon a determination of a Breach.

(C) Contractor's obligation begins at the Discovery of a Breach and continues as long as related activity continues, until all effects of the Breach are mitigated to HHS's satisfaction (the "incident response period").

Section 4.02. Initial Breach Notice.

For federal information ***obtained from a federal system of records***, including Federal Tax Information and Social Security Administration Data (which includes Medicaid and other governmental benefit program Confidential Information), Contractor shall notify HHS of the Breach within the first consecutive clock hour of Discovery. The Base Contract shall specify whether Confidential Information is obtained from a federal system of records. For all other types of Confidential Information Contractor shall notify HHS of the Breach not more than 24 hours after Discovery, ***or in a timeframe otherwise approved by HHS in writing.*** Contractor shall initially report to HHS's Privacy and Security Officers via email at: privacy@HHSC.state.tx.us and to the HHS division responsible for the Base Contract.

Contractor shall report all information reasonably available to Contractor about the Breach.

Contractor shall provide contact information to HHS for Contractor's single point of contact who will communicate with HHS both on and off business hours during the incident response period.

Section 4.03 Third Business Day Notice: No later than 5 p.m. on the third business day after Discovery, or a time within which Discovery reasonably should have been made by Contractor of a Breach of Confidential Information, Contractor shall provide written notification to HHS of all reasonably available information about the Breach, and Contractor's investigation, including, to the extent known to Contractor***:***
a. The date the Breach occurred;

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b. The date of Contractor's and, if applicable, Subcontractor's Discovery;

c. A brief description of the Breach, including how it occurred and who is responsible (or hypotheses, if not yet determined);

d. A brief description of Contractor's investigation and the status of the investigation;

e. A description of the types and amount of Confidential Information involved;

f. Identification of and number of all individuals reasonably believed to be affected, including first and last name of the individual and if applicable, the Legally authorized representative, last known address, age, telephone number, and email address if it is a preferred contact method;

g. Contractor's initial risk assessment of the Breach demonstrating whether individual or other notices are required by applicable law or this DUA for HHS approval, including an analysis of whether there is a low probability of compromise of the Confidential Information or whether any legal exceptions to notification apply;

h. Contractor's recommendation for HHS's approval as to the steps individuals and/or Contractor on behalf of individuals, should take to protect the individuals from potential harm, including Contractor's provision of notifications, credit protection, claims monitoring, and any specific protections for a Legally Authorized Representative to take on behalf of an individual with special capacity or circumstances;

i. The steps Contractor has taken to mitigate the harm or potential harm caused (including without limitation the provision of sufficient resources to mitigate);

j. The steps Contractor has taken, or will take, to prevent or reduce the likelihood of recurrence of a similar Breach;

k. Identify, describe or estimate of the persons, Workforce, Subcontractor, or individuals and any law enforcement that may be involved in the Breach;

l. A reasonable schedule for Contractor to provide regular updates regarding response to the Breach, but no less than every three (3) business days, or as otherwise directed by HHS in writing, including information about risk estimations, reporting, notification, if any, mitigation, corrective action, root cause analysis and when such activities are expected to be completed; and

m. Any reasonably available, pertinent information, documents or reports related to a Breach that HHS requests following Discovery.

Section 4.04. Investigation, Response and Mitigation.

(A) Contractor shall immediately conduct a full and complete investigation, respond to the Breach, commit necessary and appropriate staff and resources to expeditiously respond, and report as required to HHS for incident response purposes and for purposes of HHS's compliance with report and notification requirements, to the satisfaction of HHS.

(B) Contractor shall complete or participate in a risk assessment as directed by HHS following a Breach, and provide the final assessment, corrective actions and mitigations to HHS for review and approval.

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(C) Contractor shall fully cooperate with HHS to respond to inquiries and/or proceedings by state and federal authorities, persons and/or individuals about the Breach.

(D) Contractor shall fully cooperate with HHS's efforts to seek appropriate injunctive relief or otherwise prevent or curtail such Breach, or to recover or protect any Confidential Information, including complying with reasonable corrective action or measures, as specified by HHS in a Corrective Action Plan if directed by HHS under the Base Contract.

Section 4.05. Breach Notification to Individuals and Reporting to Authorities.

(A) HHS may direct Contractor to provide Breach notification to individuals, regulators or third-parties, as specified by HHS following a Breach.

(B) Contractor must comply with all applicable legal and regulatory requirements in the time, manner and content of any notification to individuals, regulators or third-parties, or any notice required by other state or federal authorities, including without limitation, notifications required by Texas Business and Commerce Code, Chapter 521.053(b) and HIPAA. Notice letters will be in Contractor's name and on Contractor's letterhead, unless otherwise directed by HHS, and will contain contact information, including the name and title of Contractor's representative, an email address and a toll-free telephone number, for the individual to obtain additional information.

(C) Contractor shall provide HHS with draft notifications for HHS approval prior to distribution and copies of distributed and approved communications.

(D) Contractor shall have the burden of demonstrating to the satisfaction of HHS that any required notification was timely made. If there are delays outside of Contractor's control, Contractor shall provide written documentation to HHS of the reasons for the delay.

(E) If HHS directs Contractor to provide notifications, HHS shall, in the time and manner reasonably requested by Contractor, cooperate and assist with Contractor's information requests in order to make such notifications.

ARTICLE 5. GENERAL PROVISIONS

Section 5.01 Ownership of Confidential Information

Contractor acknowledges and agrees that the Confidential Information is and shall remain the property of HHS. Contractor agrees it acquires no title or rights to the Confidential Information.

Section 5.02 HHS Commitment and Obligations

HHS will not request Contractor to create, maintain, transmit, use or disclose PHI in any manner that would not be permissible under applicable law if done by HHS.

Section 5.03 HHS Right to Inspection

At any time upon reasonable notice to Contractor, or if HHS determines that Contractor has violated this DUA, HHS, directly or through its agent, will have the right to inspect the facilities, systems, books and records of Contractor to monitor compliance with this DUA. For purposes of this subsection, HHS's agent(s) include, without limitation, the HHS Office of the Inspector General, the Office of the Attorney General of Texas, the State Auditor's Office, outside consultants, legal counsel or other designee.

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Section 5.04 Term; Termination of DUA; Survival

This DUA will be effective on the date on which Contractor executes the Base Contract and will terminate upon termination of the Base Contract and as set forth herein. If the Base Contract is extended, this DUA is extended to run concurrent with the Base Contract.

(A) If HHS determines that Contractor has violated a material term of this DUA; HHS may in its sole discretion:

(1) Exercise any of its rights including but not limited to reports, access and inspection under this DUA and/or the Base Contract; or

(2) Require Contractor to submit to a corrective action plan, including a plan for monitoring and plan for reporting as HHS may determine necessary to maintain compliance with this DUA; or

(3) Provide Contractor with a reasonable period to cure the violation as determined by HHS; or

(4) Terminate the DUA and Base Contract immediately and seek relief in a court of competent jurisdiction in Travis County, Texas.

Before exercising any of these options, HHS will provide written notice to Contractor describing the violation and the action it intends to take.

(B) If neither termination nor cure is feasible, HHS shall report the violation to the applicable regulatory authorities.

(C) The duties of Contractor or its Subcontractor under this DUA survive the expiration or termination of this DUA until all the Confidential Information is Destroyed or returned to HHS, as required by this DUA.

Section 5.05 Injunctive Relief

(A) Contractor acknowledges and agrees that HHS may suffer irreparable injury if Contractor or its Subcontractor fails to comply with any of the terms of this DUA with respect to the Confidential Information or a provision of HIPAA or other laws or regulations applicable to Confidential Information.

(B) Contractor further agrees that monetary damages may be inadequate to compensate HHS for Contractor's or its Subcontractor's failure to comply. Accordingly, Contractor agrees that HHS will, in addition to any other remedies available to it at law or in equity, be entitled to seek injunctive relief without posting a bond and without the necessity of demonstrating actual damages, to enforce the terms of this DUA.

Section 5.06 Indemnification

To the extent permitted by the Texas Constitution, laws and rules, and without waiving any immunities or defenses available to CONTRACTOR as a governmental entity, Contractor shall indemnify, defend and hold harmless HHS and its respective Executive Commissioner, employees, Subcontractors, agents (including other state agencies acting on behalf of HHS) or other members of HHS' Workforce (each of the foregoing hereinafter referred to as "Indemnified Party") against all actual and direct losses suffered by the Indemnified Party and all liability to third parties arising from or in connection with any breach of this DUA or from any acts or omissions related to this DUA by Contractor or its employees, directors, officers,

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Subcontractors, or agents or other members of Contractor's Workforce. The duty to indemnify, defend and hold harmless is independent of the duty to insure. Upon demand, Contractor shall reimburse HHS for any and all losses, liabilities, lost profits, fines, penalties, costs or expenses (including costs of required notices, investigation, and mitigation of a Breach, fines or penalties imposed on an Indemnified Party by a regulatory authority, and reasonable attorneys' fees) which may be imposed upon any Indemnified Party to the extent caused by and which results from the Contractor's failure to meet any of its obligations under this DUA. Contractor's obligation to defend, indemnify and hold harmless any Indemnified Party will survive the expiration or termination of this DUA.

Section 5.07 Insurance

(A) As a governmental entity, CONTRACTOR either maintains commercial insurance or self-insures with policy limits in an amount sufficient to cover CONTRACTOR's liability arising under this DUA. CONTRACTOR will either require that the policy name HHS as an additional insured or assign any payments from the insurer related to CONTRACTOR's liability arising under this DUA directly to HHS. HHSC reserves the right to consider alternative means for CONTRACTOR to satisfy CONTRACTOR's financial responsibility under this DUA. Nothing herein shall relieve CONTRACTOR of its financial obligations set forth in this DUA if CONTRACTOR fails to maintain insurance.

(B) Contractor shall provide HHS with written proof that required insurance coverage is in effect, at the request of HHS.

Section 5.08 Entirety of the Contract

This DUA is incorporated by reference into the Base Contract and, together with the Base Contract, constitutes the entire agreement between the parties. No change, waiver, or discharge of obligations arising under those documents will be valid unless in writing and executed by the party against whom such change, waiver, or discharge is sought to be enforced.

Section 5.09 Automatic Amendment and Interpretation

Upon the effective date of any amendment or issuance of additional regulations to any law applicable to Confidential Information, this DUA will automatically be amended so that the obligations imposed on HHS and/or Contractor remain in compliance with such requirements. Any ambiguity in this DUA will be resolved in favor of a meaning that permits HHS and Contractor to comply with laws applicable to Confidential Information.

Section 5.10 Notices; Requests for Approval

All notices and requests for approval related to this DUA must be directed to the HHS Chief Privacy Officer at privacy@hhsc.state.tx.us.

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ATTACHMENT 1. SUBCONTRACTOR AGREEMENT FORM

HHS CONTRACT NUMBER

_____

The DUA between HHS and Contractor establishes the permitted and required uses and disclosures of Confidential Information by Contractor.

Contractor has subcontracted with_____ (Subcontractor) for performance of duties on behalf of CONTRACTOR which are subject to the DUA. Subcontractor acknowledges, understands and agrees to be bound by the same terms and conditions applicable to Contractor under the DUA, incorporated by reference in this Agreement, with respect to HHS Confidential Information. Contractor and Subcontractor agree that HHS is a third-party beneficiary to applicable provisions of the subcontract.

HHS has the right, but not the obligation, to review or approve the terms and conditions of the subcontract by virtue of this Subcontractor Agreement Form.

Contractor and Subcontractor assure HHS that any Breach as defined by the DUA that Subcontractor Discovers shall be reported to HHS by Contractor in the time, manner and content required by the DUA.

If Contractor knows or should have known in the exercise of reasonable diligence of a pattern of activity or practice by Subcontractor that constitutes a material breach or violation of the DUA or the Subcontractor's obligations, Contractor shall:

1. Take reasonable steps to cure the violation or end the violation, as applicable;
2. If the steps are unsuccessful, terminate the contract or arrangement with Subcontractor, if feasible;
3. Notify HHS immediately upon Discovery of the pattern of activity or practice of Subcontractor that constitutes a material breach or violation of the DUA and keep HHS reasonably and regularly informed about steps Contractor is taking to cure or end the violation or terminate Subcontractor's contract or arrangement.

This Subcontractor Agreement Form is executed by the parties in their capacities indicated below.

CONTRACTOR	**SUBCONTRACTOR**
BY: _____	**BY:** _____
NAME: _____	**NAME:** _____
TITLE: _____	**TITLE:** _____
DATE _____**, 202 .** __	**DATE:** _____

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Attachment 2-
Security and Privacy Initial Inquiry
[Attach Completed SPI Here]

TEXAS Health and Human Services

Texas HHS System - Data Use Agreement - Attachment 2
SECURITY AND PRIVACY INQUIRY (SPI)

If you are a bidder for a new procurement/contract, in order to participate in the bidding process, you must have corrected any "No" responses (except A9a) prior to the contract award date. If you are an applicant for an open enrollment, you must have corrected any "No" answers (except A9a and A11) prior to performing any work on behalf of any Texas HHS agency.

For any questions answered "No" (except A9a and A11), an *Action Plan for Compliance with a Timeline* must be documented in the designated area below the question. The timeline for compliance with HIPAA-related requirements for safeguarding Protected Health Information is 30 calendar days from the date this form is signed. Compliance with requirements related to other types of Confidential Information must be confirmed within 90 calendar days from the date the form is signed.

SECTION A: APPLICANT/BIDDER INFORMATION (To be completed by Applicant/Bidder)

1. Does the applicant/bidder access, create, disclose, receive, transmit, maintain, or store Texas HHS Confidential Information in electronic systems (e.g., laptop, personal use computer, mobile device, database, server, etc.)? **IF NO, STOP. THE SPI FORM IS NOT REQUIRED.**	(●) Yes ( ) No
2. Entity or Applicant/Bidder Legal Name	Legal Name: County of Tarrant, TX Legal Entity Tax Identification Number (TIN) (Last Four Numbers Only): 1170 Procurement/Contract#: HHS000841700005 Address: 100 E Weatherford Street City: Fort Worth State: TX ZIP: 76196 Telephone #: (817) 884-2818 Email Address: countyjudgegrants@tarrantcountytx.gov
3. Number of Employees, at all locations, in Applicant/Bidder's Workforce "Workforce" means all employees, volunteers, trainees, and other Persons whose conduct is under the direct control of Applicant/Bidder, whether or not they are paid by Applicant/ Bidder. If Applicant/Bidder is a sole proprietor, the workforce may be only one employee.	Total Employees: 1
4. Number of Subcontractors (if Applicant/Bidder will not use subcontractors, enter "0")	Total Subcontractors: 0
5. Name of Information Technology Security Official and Name of Privacy Official for Applicant/Bidder (Privacy and Security Official may be the same person.)	**A. Security Official:** Legal Name: Russell Scott Address: 200 Taylor Street City: Fort Worth State: TX ZIP: 76196 Telephone #: (817) 212-7468 Email Address: RDScott2@tarrantcountytx.gov
	B. Privacy Official: Legal Name: Kenton K. Murthy Address: 1101 S. Main St City: Fort Worth State: TX ZIP: 76104 Telephone #: (817) 321-5305 Email Address: kkmurthy@tarrantcountytx.gov

6. **Type(s) of Texas HHS Confidential Information the Applicant/Bidder will create, receive, maintain, use, disclose or have access to: (Check all that apply)** • *Health Insurance Portability and Accountability Act (HIPAA) data* • *Criminal Justice Information Services (CJIS) data* • *Internal Revenue Service Federal Tax Information (IRS FTI) data* • *Centers for Medicare & Medicaid Services (CMS)* • *Social Security Administration (SSA)* • *Personally Identifiable Information (PII)*	HIPAA ☐	CJIS ☐	IRS FTI ☐	CMS ☐	SSA ☐	PII ☑
	Other (Please List)					

7. **Number of Storage Devices for Texas HHS Confidential Information (as defined in the Texas HHS System Data Use Agreement (DUA))** Cloud Services involve using a network of remote servers hosted on the Internet to store, manage, and process data, rather than a local server or a personal computer. A Data Center is a centralized repository, either physical or virtual, for the storage, management, and dissemination of data and information organized around a particular body of knowledge or pertaining to a particular business.	Total # (Sum a-d) 126
a. Devices. Number of personal user computers, devices or drives, including mobile devices and mobile drives.	123
b. Servers. Number of Servers that are not in a data center or using Cloud Services.	0
c. Cloud Services. Number of Cloud Services in use.	2
d. Data Centers. Number of Data Centers in use.	1
8. Number of unduplicated individuals for whom Applicant/Bidder reasonably expects to handle Texas HHS Confidential Information during one year:	Select Option (a-d)
a. 499 individuals or less **b.** 500 to 999 individuals **c.** 1,000 to 99,999 individuals **d.** 100,000 individuals or more	○ a. ○ b. ◉ c. ○ d.
9. HIPAA Business Associate Agreement	
a. Will Applicant/Bidder use, disclose, create, receive, transmit or maintain protected health information on behalf of a HIPAA-covered Texas HHS agency for a HIPAA-covered function?	◉ Yes ○ No
b. Does Applicant/Bidder have a Privacy Notice prominently displayed on a Webpage or a Public Office of Applicant/Bidder's business open to or that serves the public? (This is a HIPAA requirement. Answer "N/A" if not applicable, such as for agencies not covered by HIPAA.)	◉ Yes ○ No ○ N/A
Action Plan for Compliance with a Timeline:	Compliance Date:
10. Subcontractors. If the Applicant/Bidder responded "0" to Question 4 (indicating no subcontractors), check "N/A" for both 'a.' and 'b.'	
a. Does Applicant/Bidder require subcontractors to execute the DUA Attachment 1 Subcontractor Agreement Form?	◉ Yes ○ No ○ N/A
Action Plan for Compliance with a Timeline:	Compliance Date:

b. Will Applicant/Bidder agree to require subcontractors who will access Confidential Information to comply with the terms of the DUA, not disclose any Confidential Information to them until they have agreed in writing to the same safeguards and to discontinue their access to the Confidential Information if they fail to comply?	(●) Yes ( ) No ( ) N/A
Action Plan for Compliance with a Timeline:	Compliance Date:
11. Does Applicant/Bidder have any **Optional Insurance** currently in place? Optional Insurance provides coverage for: (1) Network Security and Privacy; (2) Data Breach; (3) Cyber Liability (lost data, lost use or delay/suspension in business, denial of service with e-business, the Internet, networks and informational assets, such as privacy, intellectual property, virus transmission, extortion, sabotage or web activities); (4) Electronic Media Liability; (5) Crime/Theft; (6) Advertising Injury and Personal Injury Liability; and (7) Crisis Management and Notification Expense Coverage.	(●) Yes ( ) No ( ) N/A

SECTION B: PRIVACY RISK ANALYSIS AND ASSESSMENT (To be completed by Applicant/Bidder)

For any questions answered "No," an Action Plan for Compliance with a Timeline must be documented in the designated area below the question. The timeline for compliance with HIPAA-related requirements for safeguarding Protected Health Information is 30 calendar days from the date this form is signed. Compliance with requirements related to other types of Confidential Information must be confirmed within 90 calendar days from the date the form is signed.

1. Written Policies & Procedures. Does Applicant/Bidder have current written privacy and security policies and procedures that, at a minimum:	**Yes or No**
a. Does Applicant/Bidder have current written privacy and security policies and procedures that identify Authorized Users and Authorized Purposes (as defined in the DUA) relating to creation, receipt, maintenance, use, disclosure, access or transmission of Texas HHS Confidential Information?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
b. Does Applicant/Bidder have current written privacy and security policies and procedures that require Applicant/Bidder and its Workforce to comply with the applicable provisions of HIPAA and other laws referenced in the DUA, relating to creation, receipt, maintenance, use, disclosure, access or transmission of Texas HHS Confidential Information on behalf of a Texas HHS agency?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
c. Does Applicant/Bidder have current written privacy and security policies and procedures that limit use or disclosure of Texas HHS Confidential Information to the minimum that is necessary to fulfill the Authorized Purposes?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
d. Does Applicant/Bidder have current written privacy and security policies and procedures that respond to an actual or suspected breach of Texas HHS Confidential Information, to include at a minimum (if any responses are "No" check "No" for all three): i. Immediate breach notification to the Texas HHS agency, regulatory authorities, and other required Individuals or Authorities, in accordance with Article 4 of the DUA; ii. Following a documented breach response plan, in accordance with the DUA and applicable law; & iii. Notifying Individuals and Reporting Authorities whose Texas HHS Confidential Information has been breached, as directed by the Texas HHS agency?	(●) Yes ( ) No

Action Plan for Compliance with a Timeline:	Compliance Date:
e. Does Applicant/Bidder have current written privacy and security policies and procedures that conduct annual workforce training and monitoring for and correction of any training delinquencies?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
f. Does Applicant/Bidder have current written privacy and security policies and procedures that permit or deny individual rights of access, and amendment or correction, when appropriate?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
g. Does Applicant/Bidder have current written privacy and security policies and procedures that permit only Authorized Users with up-to-date privacy and security training, and with a reasonable and demonstrable need to use, disclose, create, receive, maintain, access or transmit the Texas HHS Confidential Information, to carry out an obligation under the DUA for an Authorized Purpose, unless otherwise approved in writing by a Texas HHS agency?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
h. Does Applicant/Bidder have current written privacy and security policies and procedures that establish, implement and maintain proof of appropriate sanctions against any Workforce or Subcontractors who fail to comply with an Authorized Purpose or who is not an Authorized User, and used or disclosed Texas HHS Confidential Information in violation of the DUA, the Base Contract or applicable law?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
i. Does Applicant/Bidder have current written privacy and security policies and procedures that require updates to policies, procedures and plans following major changes with use or disclosure of Texas HHS Confidential Information within 60 days of identification of a need for update?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:

j. Does Applicant/Bidder have current written privacy and security policies and procedures that restrict permissions or attempts to re-identify or further identify de-identified Texas HHS Confidential Information, or attempt to contact any Individuals whose records are contained in the Texas HHS Confidential Information, except for an Authorized Purpose, without express written authorization from a Texas HHS agency or as expressly permitted by the Base Contract?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
k. If Applicant/Bidder intends to use, disclose, create, maintain, store or transmit Texas HHS Confidential Information outside of the United States, will Applicant/Bidder obtain the express prior written permission from the Texas HHS agency and comply with the Texas HHS agency conditions for safeguarding offshore Texas HHS Confidential Information?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline: Tarrant County does not allow offshore data.	Compliance Date:
l. Does Applicant/Bidder have current written privacy and security policies and procedures that require cooperation with Texas HHS agencies' or federal regulatory inspections, audits or investigations related to compliance with the DUA or applicable law?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
m. Does Applicant/Bidder have current written privacy and security policies and procedures that require appropriate standards and methods to destroy or dispose of Texas HHS Confidential Information?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
n. Does Applicant/Bidder have current written privacy and security policies and procedures that prohibit disclosure of Applicant/Bidder's work product done on behalf of Texas HHS pursuant to the DUA, or to publish Texas HHS Confidential Information without express prior approval of the Texas HHS agency?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
2. Does Applicant/Bidder have a current Workforce training program? Training of Workforce must occur at least once every year, and within 30 days of date of hiring a new Workforce member who will handle Texas HHS Confidential Information. Training must include: (1) privacy and security policies, procedures, plans and applicable requirements for handling Texas HHS Confidential Information, (2) a requirement to complete training before access is given to Texas HHS Confidential Information, and (3) written proof of training and a procedure for monitoring timely completion of training.	(●) Yes ( ) No

Action Plan for Compliance with a Timeline:	Compliance Date:
3. Does Applicant/Bidder have Privacy Safeguards to protect Texas HHS Confidential Information in oral, paper and/or electronic form? "Privacy Safeguards" means protection of Texas HHS Confidential Information by establishing, implementing and maintaining required Administrative, Physical and Technical policies, procedures, processes and controls, required by the DUA, HIPAA (45 CFR 164.530), Social Security Administration, Medicaid and laws, rules or regulations, as applicable. Administrative safeguards include administrative protections, policies and procedures for matters such as training, provision of access, termination, and review of safeguards, incident management, disaster recovery plans, and contract provisions. Technical safeguards include technical protections, policies and procedures, such as passwords, logging, emergencies, how paper is faxed or mailed, and electronic protections such as encryption of data. Physical safeguards include physical protections, policies and procedures, such as locks, keys, physical access, physical storage and trash.	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
4. Does Applicant/Bidder and all subcontractors (if applicable) maintain a current list of Authorized Users who have access to Texas HHS Confidential Information, whether oral, written or electronic?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
5. Does Applicant/Bidder and all subcontractors (if applicable) monitor for and remove terminated employees or those no longer authorized to handle Texas HHS Confidential Information from the list of Authorized Users?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:

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SECTION C: SECURITY RISK ANALYSIS AND ASSESSMENT (to be completed by Applicant/Bidder)

This section is about your electronic system. If your business DOES NOT store, access, or transmit Texas HHS Confidential Information in electronic systems (e.g., laptop, personal use computer, mobile device, database, server, etc.) select the box to the right, and "YES" will be entered for all questions in this section.	**No Electronic Systems** ☐

For any questions answered "No," an Action Plan for Compliance with a Timeline must be documented in the designated area below the question. The timeline for compliance with HIPAA-related items is 30 calendar days, PII-related items is 90 calendar days.

1. Does the Applicant/Bidder ensure that services which access, create, disclose, receive, transmit, maintain, or store Texas HHS Confidential Information are maintained **IN** the United States (no offshoring) unless **ALL** of the following requirements are met? **a.** The data is encrypted with FIPS 140-2 validated encryption **b.** The offshore provider does not have access to the encryption keys **c.** The Applicant/Bidder maintains the encryption key within the United States **d.** The Application/Bidder has obtained the express prior written permission of the Texas HHS agency *For more information regarding FIPS 140-2 encryption products, please refer to:* *http://csrc.nist.gov/publications/fips*	◉ Yes ○ No
Action Plan for Compliance with a Timeline:	Compliance Date:
2. Does Applicant/Bidder utilize an IT security-knowledgeable person or company to maintain or oversee the configurations of Applicant/Bidder's computing systems and devices?	◉ Yes ○ No
Action Plan for Compliance with a Timeline:	Compliance Date:
3. Does Applicant/Bidder monitor and manage access to Texas HHS Confidential Information (e.g., a formal process exists for granting access and validating the need for users to access Texas HHS Confidential Information, and access is limited to Authorized Users)?	◉ Yes ○ No
Action Plan for Compliance with a Timeline:	Compliance Date:
4. Does Applicant/Bidder a) have a system for changing default passwords, b) require user password changes at least every 90 calendar days, and c) prohibit the creation of weak passwords (e.g., require a minimum of 8 characters with a combination of uppercase, lowercase, special characters, and numerals, where possible) for all computer systems that access or store Texas HHS Confidential Information. **If yes, upon request must provide evidence such as a screen shot or a system report.**	◉ Yes ○ No
Action Plan for Compliance with a Timeline:	Compliance Date:

5. Does each member of Applicant/Bidder's Workforce who will use, disclose, create, receive, transmit or maintain Texas HHS Confidential Information have a unique user name (account) and private password?	◉ Yes ○ No
Action Plan for Compliance with a Timeline:	Compliance Date:
6. Does Applicant/Bidder lock the password after a certain number of failed attempts and after 15 minutes of user inactivity in all computing devices that access or store Texas HHS Confidential Information?	◉ Yes ○ No
Action Plan for Compliance with a Timeline:	Compliance Date:
7. Does Applicant/Bidder secure, manage and encrypt remote access (including wireless access) to computer systems containing Texas HHS Confidential Information? (e.g., a formal process exists for granting access and validating the need for users to remotely access Texas HHS Confidential Information, and remote access is limited to Authorized Users). *Encryption is required for all Texas HHS Confidential Information. Additionally, **FIPS 140-2** validated encryption is required for Health Insurance Portability and Accountability Act (HIPAA) data, Criminal Justice Information Services (CJIS) data, Internal Revenue Service Federal Tax Information (IRS FTI) data, and Centers for Medicare & Medicaid Services (CMS) data.* *For more information regarding FIPS 140-2 encryption products, please refer to:* *http://csrc.nist.gov/publications/fips*	◉ Yes ○ No
Action Plan for Compliance with a Timeline:	Compliance Date:
8. Does Applicant/Bidder implement computer security configurations or settings for all computers and systems that access or store Texas HHS Confidential Information? (e.g., non-essential features or services have been removed or disabled to reduce the threat of breach and to limit exploitation opportunities for hackers or intruders, etc.)	◉ Yes ○ No
Action Plan for Compliance with a Timeline:	Compliance Date:
9. Does Applicant/Bidder secure physical access to computer, paper, or other systems containing Texas HHS Confidential Information from unauthorized personnel and theft (e.g., door locks, cable locks, laptops are stored in the trunk of the car instead of the passenger area, etc.)?	◉ Yes ○ No
Action Plan for Compliance with a Timeline:	Compliance Date:

10. Does Applicant/Bidder use encryption products to protect Texas HHS Confidential Information that is ***transmitted*** over a public network (e.g., the Internet, WiFi, etc.)? **If yes, upon request must provide evidence such as a screen shot or a system report.** *Encryption is required for all HHS Confidential Information. Additionally, **FIPS 140-2** validated encryption is required for Health Insurance Portability and Accountability Act (HIPAA) data, Criminal Justice Information Services (CJIS) data, Internal Revenue Service Federal Tax Information (IRS FTI) data, and Centers for Medicare & Medicaid Services (CMS) data.* *For more information regarding FIPS 140-2 encryption products, please refer to:* *http://csrc.nist.gov/publications/fips*	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
11. Does Applicant/Bidder use encryption products to protect Texas HHS Confidential Information ***stored*** on end user devices (e.g., laptops, USBs, tablets, smartphones, external hard drives, desktops, etc.)? **If yes, upon request must provide evidence such as a screen shot or a system report.** *Encryption is required for all Texas HHS Confidential Information. Additionally, **FIPS 140-2** validated encryption is required for Health Insurance Portability and Accountability Act (HIPAA) data, Criminal Justice Information Services (CJIS) data, Internal Revenue Service Federal Tax Information (IRS FTI) data, and Centers for Medicare & Medicaid Services (CMS) data.* *For more information regarding FIPS 140-2 encryption products, please refer to:* *http://csrc.nist.gov/publications/fips*	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
12. Does Applicant/Bidder require Workforce members to formally acknowledge rules outlining their responsibilities for protecting Texas HHS Confidential Information and associated systems containing HHS Confidential Information before their access is provided?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
13. Is Applicant/Bidder willing to perform or submit to a criminal background check on Authorized Users?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
14. Does Applicant/Bidder prohibit the access, creation, disclosure, reception, transmission, maintenance, and storage of Texas HHS Confidential Information with a subcontractor (e.g., cloud services, social media, etc.) unless Texas HHS has approved the subcontractor agreement which must include compliance and liability clauses with the same requirements as the Applicant/Bidder?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:

15. Does Applicant/Bidder keep current on security updates/patches (including firmware, software and applications) for computing systems that use, disclose, access, create, transmit, maintain or store Texas HHS Confidential Information?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
16. Do Applicant/Bidder's computing systems that use, disclose, access, create, transmit, maintain or store Texas HHS Confidential Information contain up-to-date anti-malware and antivirus protection?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
17. Does the Applicant/Bidder review system security logs on computing systems that access or store Texas HHS Confidential Information for abnormal activity or security concerns on a regular basis?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
18. Notwithstanding records retention requirements, does Applicant/Bidder's disposal processes for Texas HHS Confidential Information ensure that Texas HHS Confidential Information is destroyed so that it is unreadable or undecipherable?	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:
19. Does the Applicant/Bidder ensure that all public facing websites and mobile applications containing Texas HHS Confidential Information meet security testing standards set forth within the Texas Government Code (TGC), Section 2054.516; including requirements for implementing vulnerability and penetration testing and addressing identified vulnerabilities? *For more information regarding TGC, Section 2054.516 DATA SECURITY PLAN FOR ONLINE AND MOBILE APPLICATIONS, please refer to: https://legiscan.com/TX/text/HB8/2017*	(●) Yes ( ) No
Action Plan for Compliance with a Timeline:	Compliance Date:

SECTION D: SIGNATURE AND SUBMISSION (to be completed by Applicant/Bidder)

Please sign the form digitally, if possible. If you can't, provide a handwritten signature.

1. I certify that all of the information provided in this form is truthful and correct to the best of my knowledge. If I learn that any such information was not correct, I agree to notify Texas HHS of this immediately.

2. Signature	**3.** Title	**4.** Date:
ddc934c4-398c-4560-b87e-38f24abb1a33 Digitally signed by ddc934c4-398c-4560-b87e-38f24abb1a33 Date: 2026.02.12 08:38:45 -06'00'	Russell D. Scott, CISO	2/12/26

To **submit** the completed, signed form:

- Email the form as an attachment to the appropriate Texas HHS Contract Manager(s).

Section E: To Be Completed by Texas HHS Agency Staff:

Agency(s):	Requesting Department(s):
HHSC: ☑ DFPS: ☐ DSHS: ☐	Family Support Services (FSS)
Legal Entity Tax Identification Number (TIN) (Last four Only): ■■■■■■■1706	PO/Contract(s) #: HHS000841700005

Contract Manager:	Contract Manager Email Address:	Contract Manager Telephone #:
Rhonda King	Rhonda.King@hhs.texas.gov	(713) 263-4920
Contract Manager:	Contract Manager Email Address:	Contract Manager Telephone #:
Contract Manager:	Contract Manager Email Address:	Contract Manager Telephone #:
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INSTRUCTIONS FOR COMPLETING THE SECURITY AND PRIVACY INQUIRY (SPI)

Below are instructions for Applicants, Bidders and Contractors for Texas Health and Human Services requiring the Attachment 2, Security and Privacy Inquiry (SPI) to the Data Use Agreement (DUA). Instruction item numbers below correspond to sections on the SPI form.

If you are a bidder for a new procurement/contract, in order to participate in the bidding process, you must have corrected any "No" responses (except A9a) prior to the contract award date. If you are an applicant for an open enrollment, you must have corrected any "No" answers (except A9a and A11) prior to performing any work on behalf of any Texas HHS agency.

For any questions answered "No" (except A9a and A11), an *Action Plan for Compliance with a Timeline* must be documented in the designated area below the question. The timeline for compliance with HIPAA-related requirements for safeguarding Protected Health Information is 30 calendar days from the date this form is signed. Compliance with requirements related to other types of Confidential Information must be confirmed within 90 calendar days from the date the form is signed.

SECTION A. APPLICANT /BIDDER INFORMATION

Item #1. *Only contractors that access, transmit, store, and/or maintain Texas HHS Confidential Information will complete and email this form as an attachment to the appropriate Texas HHS Contract Manager.*

Item #2. Entity or Applicant/Bidder Legal Name. *Provide the legal name of the business (the name used for legal purposes, like filing a federal or state tax form on behalf of the business, and is not a trade or assumed named "dba"), the legal tax identification number (last four numbers only) of the entity or applicant/bidder, the address of the corporate or main branch of the business, the telephone number where the business can be contacted regarding questions related to the information on this form and the website of the business, if a website exists.*

Item #3. Number of Employees, at all locations, in Applicant/Bidder's workforce. *Provide the total number of individuals, including volunteers, subcontractors, trainees, and other persons who work for the business. If you are the only employee, please answer "1."*

Item #4. Number of Subcontractors. *Provide the total number of subcontractors working for the business. If you have none, please answer "0" zero.*

Item #5. Number of unduplicated individuals for whom Applicant/Bidder reasonably expects to handle HHS Confidential Information during one year. *Select the radio button that corresponds with the number of clients/consumers for whom you expect to handle Texas HHS Confidential Information during a year. Only count clients/consumers once, no matter how many direct services the client receives during a year.*

Item #5. Name of Information Technology Security Official and Name of Privacy Official for Applicant/Bidder. *As with all other fields on the SPI, this is a required field. This may be the same person and the owner of the business if such person has the security and privacy knowledge that is required to implement the requirements of the DUA and respond to questions related to the SPI. In 4.A. provide the name, address, telephone number, and email address of the person whom you have designated to answer any security questions found in Section C and in 4.B. provide this information for the person whom you have designated as the person to answer any privacy questions found in Section B. The business may contract out for this expertise; however, designated individual(s) must have knowledge of the business's devices, systems and methods for use, disclosure, creation, receipt, transmission and maintenance of Texas HHS Confidential Information and be willing to be the point of contact for privacy and security questions.*

Item #6. Type(s) of HHS Confidential Information the Entity or Applicant/Bidder Will Create, Receive, Maintain, Use, Disclose or Have Access to: *Provide a complete listing of all Texas HHS Confidential Information that the Contractor will create, receive, maintain, use, disclose or have access to. The DUA section Article 2, Definitions, defines Texas HHS Confidential Information as:*

> *"Confidential Information" means any communication or record (whether oral, written, electronically stored or transmitted, or in any other form) provided to or made available to CONTRACTOR or that CONTRACTOR may create, receive, maintain, use, disclose or have access to on behalf of Texas HHS that consists of or includes any or all of the following:*
>
> *(1) Client Information;*
> *(2) Protected Health Information in any form including without limitation, Electronic Protected Health Information or Unsecured Protected Health Information;*
> *(3) Sensitive Personal Information defined by Texas Business and Commerce Code Ch. 521;*

(4) Federal Tax Information;
(5) Personally Identifiable Information;
(6) Social Security Administration Data, including, without limitation, Medicaid information;
(7) All privileged work product;
(8) All information designated as confidential under the constitution and laws of the State of Texas and of the United States, including the Texas Health & Safety Code and the Texas Public Information Act, Texas Government Code, Chapter 552.

Definitions for the following types of confidential information can be found the following sites:

- *Health Insurance Portability and Accountability Act (HIPAA) - http://www.hhs.gov/hipaa/index.html*
- *Criminal Justice Information Services (CJIS) - https://www.fbi.gov/services/cjis/cjis-security-policy-resource-center*
- *Internal Revenue Service Federal Tax Information (IRS FTI) - https://www.irs.gov/pub/irs-pdf/p1075.pdf*
- *Centers for Medicare & Medicaid Services (CMS) - https://www.cms.gov/Regulations-and-Guidance/Regulations-and-Guidance.html*
- *Social Security Administration (SSA) - https://www.ssa.gov/regulations/*
- *Personally Identifiable Information (PII) - http://csrc.nist.gov/publications/nistpubs/800-122/sp800-122.pdf*

Item #7. Number of Storage devices for Texas HHS Confidential Information. *The total number of devices is automatically calculated by exiting the fields in lines a - d. Use the <Tab> key when exiting the field to prompt calculation, if it doesn't otherwise sum correctly.*

- ***Item 7a. Devices****. Provide the number of personal user computers, devices, and drives (including mobile devices, laptops, USB drives, and external drives) on which your business stores or will store Texas HHS Confidential Information.*
- ***Item 7b. Servers****. Provide the number of servers not housed in a data center or "in the cloud," on which Texas HHS Confidential Information is stored or will be stored. A server is a dedicated computer that provides data or services to other computers. It may provide services or data to systems on a local area network (LAN) or a wide area network (WAN) over the Internet. If none, answer "0" (zero).*
- ***Item 7c. Cloud Services****. Provide the number of cloud services to which Texas HHS Confidential Information is stored. Cloud Services involve using a network of remote servers hosted on the Internet to store, manage, and process data, rather than on a local server or a personal computer. If none, answer "0" (zero.)*
- ***Item 7d. Data Centers.*** *Provide the number of data centers in which you store Texas HHS Confidential Information. A Data Center is a centralized repository, either physical or virtual, for the storage, management, and dissemination of data and information organized around a particular body of knowledge or pertaining to a particular business. If none, answer "0" (zero).*

Item #8. Number of unduplicated individuals for whom the Applicant/Bidder reasonably expects to handle Texas HHS Confidential Information during one year*. Select the radio button that corresponds with the number of clients/consumers for whom you expect to handle Confidential Information during a year. Only count clients/consumers once, no matter how many direct services the client receives during a year.*

Item #9. HIPAA Business Associate Agreement*.*

- ***Item #9a.*** *Answer "Yes" if your business will use, disclose, create, receive, transmit, or store information relating to a client/consumer's healthcare on behalf of the Department of State Health Services, the Department of Disability and Aging Services, or the Health and Human Services Commission for treatment, payment, or operation of Medicaid or Medicaid clients. If your contract does not include HIPAA covered information, respond "no." If "no," a compliance plan is not required.*
- ***Item #9b.*** *Answer "Yes" if your business has a notice of privacy practices (a document that explains how you protect and use a client/consumer's healthcare information) displayed either on a website (if one exists for your business) or in your place of business (if that location is open to clients/consumers or the public). If your contract does not include HIPAA covered information, respond "N/A."*

Item #10. Subcontractors*. If your business responded "0" to question 4 (number of subcontractors), Answer "N/A" to Items 10a and 10b to indicate not applicable.*

- ***Item #10a.*** *Answer "Yes" if your business requires that all subcontractors sign Attachment 1 of the DUA.*
- ***Item #10b.*** *Answer "Yes" if your business obtains Texas HHS approval before permitting subcontractors to handle Texas HHS Confidential Information on your business's behalf.*

Item #11*.* ***Optional Insurance.*** *Answer "yes" if applicant has optional insurance in place to provide coverage for a Breach or any*

other situations listed in this question. If you are not required to have this optional coverage, answer "N/A" A compliance plan is not required.

SECTION B. PRIVACY RISK ANALYSIS AND ASSESSMENT

Reasonable and appropriate written Privacy and Security policies and procedures are required, even for sole proprietors who are the only employee, to demonstrate how your business will safeguard Texas HHS Confidential Information and respond in the event of a Breach of Texas HHS Confidential Information. To ensure that your business is prepared, all of the items below must be addressed in your written Privacy and Security policies and procedures.

Item #1. Answer "Yes" if you have written policies in place for each of the areas (a-o).

- **Item #1a.** Answer "yes" if your business has written policies and procedures that identify everyone, including subcontractors, who are authorized to use Texas HHS Confidential Information. The policies and procedures should also identify the reason why these Authorized Users need to access the Texas HHS Confidential Information and this reason must align with the Authorized Purpose described in the Scope of Work or description of services in the Base Contract with the Texas HHS agency.
- **Item #1b.** Answer "Yes" if your business has written policies and procedures that require your employees (including yourself), your volunteers, your trainees, and any other persons whose work you direct, to comply with the requirements of HIPAA, if applicable, and other confidentiality laws as they relate to your handling of Texas HHS Confidential Information. Refer to the laws and rules that apply, including those referenced in the DUA and Scope of Work or description of services in the Base Contract.
- **Item #1c.** Answer "Yes" if your business has written policies and procedures that limit the Texas HHS Confidential Information you disclose to the minimum necessary for your workforce and subcontractors (if applicable) to perform the obligations described in the Scope of Work or service description in the Base Contract. (e.g., if a client/consumer's Social Security Number is not required for a workforce member to perform the obligations described in the Scope of Work or service description in the Base Contract, then the Social Security Number will not be given to them.) If you are the only employee for your business, policies and procedures must not include a request for, or use of, Texas HHS Confidential Information that is not required for performance of the services.
- **Item #1d.** Answer "Yes" if your business has written policies and procedures that explain how your business would respond to an actual or suspected breach of Texas HHS Confidential Information. The written policies and procedures, at a minimum, must include the three items below. If any response to the three items below are no, answer "no."
  - **Item #1di.** Answer "Yes" if your business has written policies and procedures that require your business to immediately notify Texas HHS, the Texas HHS Agency, regulatory authorities, or other required Individuals or Authorities of a Breach as described in Article 4, Section 4 of the DUA.
    Refer to Article 4, Section 4.01:

    Initial Notice of Breach *must be provided in accordance with Texas HHS and DUA requirements with as much information as possible about the Event/Breach and a name and contact who will serve as the single point of contact with HHS both on and off business hours. Time frames related to Initial Notice include:*
    - *within one hour of Discovery of an Event or Breach of Federal Tax Information, Social Security Administration Data, or Medicaid Client Information*
    - *within 24 hours of all other types of Texas HHS Confidential Information* ***48-hour Formal Notice*** *must be provided no later than 48 hours after Discovery for protected health information, sensitive personal information or other non-public information and must include applicable information as referenced in Section 4.01 (C) 2. of the DUA.*
  - **Item #1dii.** Answer "Yes" if your business has written policies and procedures require you to have and follow a written breach response plan as described in Article 4 Section 4.02 of the DUA.
  - **Item #1diii.** Answer "Yes" if your business has written policies and procedures require you to notify Reporting Authorities and Individuals whose Texas HHS Confidential Information has been breached as described in Article 4 Section 4.03 of the DUA.
- **Item #1e.** Answer "Yes" if your business has written policies and procedures requiring annual training of your entire workforce on matters related to confidentiality, privacy, and security, stressing the importance of promptly reporting any Event or Breach, outlines the process that you will use to require attendance and track completion for employees who failed to complete annual training.

- **Item #1f.** Answer "Yes" if your business has written policies and procedures requiring you to allow individuals (clients/consumers) to access their individual record of Texas HHS Confidential Information, and allow them to amend or correct that information, if applicable.
- **Item #1g.** Answer "Yes" if your business has written policies and procedures restricting access to Texas HHS Confidential Information to only persons who have been authorized and trained on how to handle Texas HHS Confidential Information
- **Item #1h.** Answer "Yes" if your business has written policies and procedures requiring sanctioning of any subcontractor, employee, trainee, volunteer, or anyone whose work you direct when they have accessed Texas HHS Confidential Information but are not authorized to do so, and that you have a method of proving that you have sanctioned such an individuals. If you are the only employee, you must demonstrate how you will document the noncompliance, update policies and procedures if needed, and seek additional training or education to prevent future occurrences.
- **Item #1i.** Answer "Yes" if your business has written policies and procedures requiring you to update your policies within 60 days after you have made changes to how you use or disclose Texas HHS Confidential Information.
- **Item #1j.** Answer "Yes" if your business has written policies and procedures requiring you to restrict attempts to take de-identified data and re-identify it or restrict any subcontractor, employee, trainee, volunteer, or anyone whose work you direct, from contacting any individuals for whom you have Texas HHS Confidential Information except to perform obligations under the contract, or with written permission from Texas HHS.
- **Item #1k.** Answer "Yes" if your business has written policies and procedures prohibiting you from using, disclosing, creating, maintaining, storing or transmitting Texas HHS Confidential Information outside of the United States.
- **Item #1l.** Answer "Yes" if your business has written policies and procedures requiring your business to cooperate with HHS agencies or federal regulatory entities for inspections, audits, or investigations related to compliance with the DUA or applicable law.
- **Item #1m.** Answer "Yes" if your business has written policies and procedures requiring your business to use appropriate standards and methods to destroy or dispose of Texas HHS Confidential Information. Policies and procedures should comply with Texas HHS requirements for retention of records and methods of disposal.
- **Item #1n.** Answer "Yes" if your business has written policies and procedures prohibiting the publication of the work you created or performed on behalf of Texas HHS pursuant to the DUA, or other Texas HHS Confidential Information, without express prior written approval of the HHS agency.

Item #2. Answer "Yes" if your business has a current training program that meets the requirements specified in the SPI for you, your employees, your subcontractors, your volunteers, your trainees, and any other persons under you direct supervision.

Item #3. Answer "Yes" if your business has privacy safeguards to protect Texas HHS Confidential Information as described in the SPI.

Item #4. Answer "Yes" if your business maintains current lists of persons in your workforce, including subcontractors (if applicable), who are authorized to access Texas HHS Confidential Information. If you are the only person with access to Texas HHS Confidential Information, please answer "yes."

Item #5. Answer "Yes" if your business and subcontractors (if applicable) monitor for and remove from the list of Authorized Users, members of the workforce who are terminated or are no longer authorized to handle Texas HHS Confidential Information. If you are the only one with access to Texas HHS Confidential Information, please answer "Yes."

SECTION C. SECURITY RISK ANALYSIS AND ASSESSMENT

This section is about your electronic systems. If you DO NOT store Texas HHS Confidential Information in electronic systems (e.g., laptop, personal computer, mobile device, database, server, etc.), select the "No Electronic Systems" box and respond "Yes" for all questions in this section.

Item #1. Answer "Yes" if your business does not "offshore" or use, disclose, create, receive, transmit or maintain Texas HHS Confidential Information outside of the United States. If you are not certain, contact your provider of technology services (application, cloud, data center, network, etc.) and request confirmation that they do not off-shore their data.

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Item #2. Answer "Yes" if your business uses a person or company who is knowledgeable in IT security to maintain or oversee the configurations of your business's computing systems and devices. You may be that person, or you may hire someone who can provide that service for you.

Item #3. Answer "Yes" if your business monitors and manages access to Texas HHS Confidential Information (i.e., reviews systems to ensure that access is limited to Authorized Users; has formal processes for granting, validating, and reviews the need for remote access to Authorized Users to Texas HHS Confidential Information, etc.). If you are the only employee, answer "Yes" if you have implemented a process to periodically evaluate the need for accessing Texas HHS Confidential Information to fulfill your Authorized Purposes.

Item #4. Answer "Yes" if your business has implemented a system for changing the password a system initially assigns to the user (also known as the default password), and requires users to change their passwords at least every 90 days, and prohibits the creation of weak passwords for all computer systems that access or store Texas HHS Confidential Information (e.g., a strong password has a minimum of 8 characters with a combination of uppercase, lowercase, special characters, and numbers, where possible). If your business uses a Microsoft Windows system, refer to the Microsoft website on how to do this, see example:
https://docs.microsoft.com/en-us/windows/security/threat-protection/security-policy-settings/password-policy

Item #5. Answer "Yes" if your business assigns a unique user name and private password to each of your employees, your subcontractors, your volunteers, your trainees and any other persons under your direct control who will use, disclose, create, receive, transmit or maintain Texas HHS Confidential Information.

Item #6. Answer "Yes" if your business locks the access after a certain number of failed attempts to login and after 15 minutes of user inactivity on all computing devices that access or store Texas HHS Confidential Information. If your business uses a Microsoft Windows system, refer to the Microsoft website on how to do this, see example:
https://docs.microsoft.com/en-us/windows/security/threat-protection/security-policy-settings/account-lockout-policy

Item #7. Answer "Yes" if your business secures, manages, and encrypts remote access, such as: using Virtual Private Network (VPN) software on your home computer to access Texas HHS Confidential Information that resides on a computer system at a business location or, if you use wireless, ensuring that the wireless is secured using a password code. If you do not access systems remotely or over wireless, answer "Yes."

Item #8. Answer "Yes" if your business updates the computer security settings for all your computers and electronic systems that access or store Texas HHS Confidential Information to prevent hacking or breaches (e.g., non-essential features or services have been removed or disabled to reduce the threat of breach and to limit opportunities for hackers or intruders to access your system). For example, Microsoft's Windows security checklist:
https://docs.microsoft.com/en-us/windows/security/threat-protection/security-policy-settings/how-to-configure-security-policy-settings

Item #9. Answer "Yes" if your business secures physical access to computer, paper, or other systems containing Texas HHS Confidential Information from unauthorized personnel and theft (e.g., door locks, cable locks, laptops are stored in the trunk of the car instead of the passenger area, etc.). If you are the only employee and use these practices for your business, answer "Yes."

Item #10. Answer "Yes" if your business uses encryption products to protect Texas HHS Confidential Information that is transmitted over a public network (e.g., the Internet, WIFI, etc.) or that is stored on a computer system that is physically or electronically accessible to the public (FIPS 140-2 validated encryption is required for Health Insurance Portability and Accountability Act (HIPAA) data, Criminal Justice Information Services (CJIS) data, Internal Revenue Service Federal Tax Information (IRS FTI) data, and Centers for Medicare & Medicaid Services (CMS) data.) For more information regarding FIPS 140-2 encryption products, please refer to: *http://csrc.nist.gov/publications/fips*).

Item #11. Answer "Yes" if your business stores Texas HHS Confidential Information on encrypted end-user electronic devices (e.g., laptops, USBs, tablets, smartphones, external hard drives, desktops, etc.) and can produce evidence of the encryption, such as, a screen shot or a system report (FIPS 140-2 encryption is required for Health Insurance Portability and Accountability Act (HIPAA) data, Criminal Justice Information Services (CJIS) data, Internal Revenue Service Federal Tax Information (IRS FTI) data, and Centers for Medicare & Medicaid Services (CMS) data). For more information regarding FIPS 140-2 validated encryption products, please refer to: *http://csrc.nist.gov/publications/fips*). If you do not utilize end-user electronic devices for storing Texas HHS Confidential Information, answer "Yes."

Item #12. Answer "Yes" if your business requires employees, volunteers, trainees and other workforce members to sign a document that clearly outlines their responsibilities for protecting Texas HHS Confidential Information and associated systems containing Texas HHS Confidential Information before they can obtain access. If you are the only employee answer "Yes" if you have signed or are willing to sign the DUA, acknowledging your adherence to requirements and responsibilities.

Item #13. Answer "Yes" if your business is willing to perform a criminal background check on employees, subcontractors, volunteers, or trainees who access Texas HHS Confidential Information. If you are the only employee, answer "Yes" if you are willing to submit to a background check.

Item #14. Answer "Yes" if your business prohibits the access, creation, disclosure, reception, transmission, maintenance, and storage of Texas HHS Confidential Information on Cloud Services or social media sites if you use such services or sites, and there is a Texas HHS approved subcontractor agreement that includes compliance and liability clauses with the same requirements as the Applicant/Bidder. If you do not utilize Cloud Services or media sites for storing Texas HHS Confidential Information, answer "Yes."

Item #15. Answer "Yes" if your business keeps current on security updates/patches (including firmware, software and applications) for computing systems that use, disclose, access, create, transmit, maintain or store Texas HHS Confidential Information. If you use a Microsoft Windows system, refer to the Microsoft website on how to ensure your system is automatically updating, see example:
https://portal.msrc.microsoft.com/en-us/

Item #16. Answer "Yes" if your business's computing systems that use, disclose, access, create, transmit, maintain or store Texas HHS Confidential Information contain up-to-date anti-malware and antivirus protection. If you use a Microsoft Windows system, refer to the Microsoft website on how to ensure your system is automatically updating, see example:
https://docs.microsoft.com/en-us/windows/security/threat-protection/

Item #17. Answer "Yes" if your business reviews system security logs on computing systems that access or store Texas HHS Confidential Information for abnormal activity or security concerns on a regular basis. If you use a Microsoft Windows system, refer to the Microsoft website for ensuring your system is logging security events, see example:
https://docs.microsoft.com/en-us/windows/security/threat-protection/auditing/basic-security-audit-policies

Item #18. Answer "Yes" if your business disposal processes for Texas HHS Confidential Information ensures that Texas HHS Confidential Information is destroyed so that it is unreadable or undecipherable. Simply deleting data or formatting the hard drive is not enough; ensure you use products that perform a secure disk wipe. Please see NIST SP 800-88 R1, *Guidelines for Media Sanitization* and the applicable laws and regulations for the information type for further guidance.

Item #19. Answer "Yes" if your business ensures that all public facing websites and mobile applications containing HHS Confidential Information meet security testing standards set forth within the Texas Government Code (TGC), Section 2054.516

SECTION D. SIGNATURE AND SUBMISSION

Click on the signature area to digitally sign the document. Email the form as an attachment to the appropriate Texas HHS Contract Manager.

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

* APPLICANT'S ORGANIZATION	Tarrant County
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix:	
* First Name:	B.
Middle Name:	Glen
* Last Name:	Whitley
Suffix:	
* Title:	Tarrant County Judge
* SIGNATURE:	B Glen Whitley
* DATE:	11/24/2020

RFA HHS0008417 CYD

EXHIBIT S

OMB Approval No. 0348-0040

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
J3 Glen Whitley	Tarrant County Judge
APPLICANT ORGANIZATION	DATE SUBMITTED
Tarrant County	November 24, 2020

Standard Form 424B (Rev. 7-97) Back

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TEXAS Health and Human Services

Form 8040-A
August 2022-E

Federal Funding Accountability and Transparency Act (FFATA)

Certification Form

The certifications enumerated below represent material facts upon which HHSC relies when reporting information to the federal government required under federal law. If HHSC later determines that the contractor knowingly rendered an erroneous certification, HHSC may pursue all available remedies in accordance with Texas and U.S. laws. The signer further agrees that they will provide immediate written notice to HHSC if at any time they learn that any of the certifications provided for below were erroneous when submitted or have since become erroneous by reason of changed circumstances. **Note**: If the signer cannot certify all of the statements contained in this section, they **must provide written notice** to HHSC detailing which of the below statements they cannot certify and why.

Did your organization have a gross income, from all sources, of less than $300,000 in your previous tax year?

○ Yes – Skip questions A, B and C and continue to section D. ◉ No – Answer questions A and B.

A. Certification Regarding Percent of Annual Gross from Federal Awards

Did your organization receive 80% or more of its annual gross revenue from federal awards during the preceding fiscal year?

○ Yes ◉ No – Skip question C.

B. Certification Regarding Amount of Annual Gross from Federal Awards

Did your organization receive $25 million or more in annual gross revenues from federal awards in the preceding fiscal year?

◉ Yes ○ No – Skip question C.

If your answer is **Yes** to both questions A and B, you must answer question C.

If your answer is **No** to either question A or B, skip question C and continue to section D.

C. Certification Regarding Public Access to Compensation Information

Does the public have access to information about the highly compensated officers/senior executives in your business or organization (including parent organization, all branches and all affiliates worldwide) through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

○ Yes ○ No – Provide the names and total compensation of the top five highly compensated officers/senior executives.

Name of Officer or Senior Executive	Total Compensation
1.	
2.	
3.	
4.	
5.	

D. Signatures

As the duly authorized representative (signer) of the contractor, I hereby certify that the statements made by me in this certification form are true, complete and correct to the best of my knowledge.

Tim O'Hare, County Judge
Tim O'Hare, County Judge (Jul 11, 2025 08:16 CDT)
Signature of Authorized Representative

07/11/2025
Date

Printed Name of Authorized Representative Tim O'Hare	Title of Authorized Representative County Judge
Legal Name of Contractor Tarrant County	Unique Entity Identifier DBH1UNN8U5J3
Applicable HHSC Contract No.(s): HHS000841700005 - CYD 24821479 - Agency ID	

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

ATTACHMENT H
RFA NO. HHS0008417 INCLUDING ALL ADDENDA

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

Texas Department of Family and Protective Services

Commissioner
Jaime Masters

Texas Department of Family and Protective Services

Jaime Masters, Commissioner

Request for Applications
For
Community Youth Development Program
RFA No. HHS0008417

Date of Release: September 21, 2020
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ARTICLE I. EXECUTIVE SUMMARY, DEFINITIONS, AND AUTHORITY

1.1 EXECUTIVE SUMMARY

The State of Texas, by and through the Texas Health and Human Services (HHS) on behalf of the Texas Department of Family and Protective Services (DFPS) and pursuant to its Community Youth Development (CYD) Program seeks Applications to provide services in eligible service areas to promote Positive Youth Development by funding local programs to increase protective factors in participating Youth.

This Request for Application ("RFA") contains standardized requirements that all Applicants must meet to be considered for a Grant Award under this RFA. Failure to comply with these requirements may result in disqualification of the Applicant without further consideration. Each Applicant is solely responsible for the preparation and submission of an Application in accordance with instructions contained in this RFA.

Information regarding DFPS and Prevention and Early Intervention (PEI) Division is available online and can be accessed:
https://www.dfps.state.tx.us/prevention_and_early_intervention/.

To be considered for Award, Applicants must execute **Exhibit A, Affirmations and Grant Opportunity Acceptance**, of this RFA and provide all other required information and documentation as set forth in this RFA.

1.2 DEFINITIONS

Unless the context clearly indicates otherwise, the following terms and conditions used in this RFA have the meanings assigned below:

"Addendum" is a written clarification or revision to this RFA issued by DFPS.

"Amendment" is a formal revision or addition to a Grant Agreement.

"Ancillary Programming" is optional Program Components selected by the Applicant to complement the CYD program.

"Application" is a document submitted by an Applicant in response to this RFA. Used interchangeably with the term "Response" and "Grant Application."

"Applicant" is the entity applying in response to this RFA.

"Award" is the act of communicating acceptance of an Application to the Applicant, thereby forming a Grant Agreement.

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"Best Value" is the optimum combination of economy and quality that is the result of fair, efficient, and practical grant award decision-making and achieves grant objectives.

"Business Day" is any day other than a Saturday, Sunday, or day in which Texas State offices are authorized or obligated by law or executive order to be closed.

"Caregiver" is an individual who attends to the needs of a Child or Youth.

"Case Record" is any documentation and materials in both the electronic file and external file associated with a specific case.

"Catalog of Federal Domestic Assistance (CFDA)" is a compendium of assistance programs offered by various U.S. government agencies to the American public.

"Child(ren)" or "Youth" is a person under 18 years of age who is not and has not been married or who has not had the disabilities of minority removed for general purposes.

"Community Strengths and Needs Assessment (CSNA)" is an evaluation developed and utilized by the Applicant to identify community strengths, needs, assets, and gaps in available Youth opportunities to determine the most appropriate priorities and opportunities for the local CYD program.

"Community Youth Development Program (CYD)" is a program funded through Prevention and Early Intervention (PEI) to assist communities in alleviating conditions in the family and community that lead to juvenile crime.

"Confidential Information" is any communication or record (whether oral, written, electronically stored or transmitted, or in any other form) that consists of:

1. Confidential Participant information, including Protected Health Information;
2. All non-public budget, expense, payment, and other financial information;
3. All privileged Work Product;
4. All information designated by HHS or any other State Agency as confidential, including all information designated as confidential under the Texas Public Information Act, Texas Government Code, Chapter 552;
5. Unless publicly disclosed by HHS or the State, the pricing, payments, and terms and conditions of the Agreement;
6. Information that is utilized, developed, received, or maintained by HHS, the Grantee, or DFPS to fulfill a duty or obligation under this Grant Agreement and that has not been publicity disclosed; and
7. Any other information deemed confidential under State or federal confidentiality laws.

"Contact" is to get in touch with or communicate with via face-to-face, electronic communication (telephone, text, Email, computer or webcam), or letter.

"Contract" is a promise or a set of promises, for breach of which the law gives a remedy, or the performance of which the law in some way recognizes as a duty. It is an agreement between two or more parties creating obligations that are enforceable or otherwise

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recognizable at law. The term also encompasses the written document that describes the terms of the agreement. Used interchangeably with "Grant Agreement" in this RFA.

"Contract Performance Measures Report" is a reporting tool developed and prepared by DFPS to compare an individual Grantee's performance to the metric established for the Output or Outcome.

"Contractor" is traditionally the entity awarded a Contract. To distinguish between Grants and Contracts, DFPS further clarifies that although "Contractor" may be used to describe the entity receiving a Grant pursuant to this RFA, "Grantee" is the appropriate and more frequently used term for any entity receiving a Grant.

"Child Protective Services (CPS)" is Child Protective Services, the child welfare division of Texas Department of Family and Protective Services.

"Cultural Humility" is the ability of individuals and systems to maintain an openness to on-going learning and self-reflection around culture; recognizing that people are multi-dimensional and have their own experiences of their respective culture or cultures; and addressing any related power dynamics to build healthy partnerships among people, organizations, and systems. Used interchangeably with the term "Cultural Competency."

"CYD Youth Summit" is an annual youth leadership skill building event funded by the Texas Department of Family and Protective Services for selected Youth Advisory Committee members from all CYD Grantees.

"Data Source" is the system or process from which information about a Performance Measure will be gathered.

"Deliverable" is a written, recorded, or otherwise tangible work product prepared, developed, or procured by the Grantee that is to be provided as part of the Grantee's obligations under the Grant Agreement. A discrete type or increment of work. The work may involve the delivery of goods or services.

"Developmental Assets" are positive experiences and qualities that influence young people's development, helping them become caring, responsible, and productive adults. They serve as Protective Factors that have been shown by research to buffer Youth from risk.

"DFPS" is the Texas Department of Family and Protective Services, its officers, employees, or authorized agents.

"Effective Date" is the date upon which the parties agree the Grant Agreement shall take effect.

"Evidence-Based Program" is a program that:

1. Is research-based and grounded in relevant, empirically based knowledge and program-determined Outcomes;
2. Has comprehensive standards ensuring the highest quality service delivery with continuous improvement in the quality of service delivery;

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3. Has demonstrated significant positive short-term and long-term Outcomes;
4. Has been evaluated by at least one rigorous, randomized, controlled research trial across heterogeneous populations or communities, the results of at least one of which has been published in a peer-reviewed journal. For Youth-serving curricula, a rigorous quasi-experiment may be substituted for a randomized control trial, at PEI's discretion;
5. Substantially complies with a program manual or design that specifies the purpose, Outcomes, duration, and frequency of the program; and
6. Employs well-trained and competent staff and provides continual relevant professional development opportunities to the staff.

"Evidence-Informed Practices" are practices that use the best available research and practice knowledge to guide program design and implementation. An allowable solution that allows for performance and success in all conditions. Components of Evidence-Informed programs have been tested using a randomized control trial or rigorous quasi-experimental design.

"Family (Families)" is a specific group of people that may be made up of Caregivers, partners, children, parents, aunts, uncles, cousins and grandparents served through this RFA.

"Grant" is an Award from DFPS to an entity through this RFA for CYD.

"Grant Agreement" is a promise or a set of promises, for breach of which the law gives a remedy, or the performance of which the law in some way recognizes as a duty. It is an agreement between two or more parties creating obligations that are enforceable or otherwise recognizable by law. The term also encompasses the written document that describes the terms of the agreement. For State contracting purposes, it describes the terms of a purchase of services from a Grantee. Grant Agreement may be used interchangeably with "Contract."

"Grant Opportunity" is this Request for Applications and includes any Exhibits and Addenda, if any.

"Grantee" is an entity awarded a Grant Agreement pursuant to this RFA to provide services. Used interchangeably with the term "Sub-Recipient" for this RFA.

"Health and Human Services (HHS)" is the administrative agency established under Chapter 531, Texas Government Code or its designee.

"Health and Human Services Field" is a professional field or field of study which has a focus on the safety and welfare of individuals and Families. Example fields include, but are not limited to: sociology, social work, nursing, psychology, public health, and counseling.

"Index Child" or "Index Youth" is the Child or Youth for whom a Family's eligibility for PEI services are based. This RFA refers to "Index Youth" to indicate Youth served.

"Intake" is the act of receiving, logging, and creating an individual Family record at the Grantee's site and indicates acceptance of the Service Authorization.

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"Invoice" is a Grantee's bill or written request for payment under the Grant Agreement for services performed.

"Key Personnel" are those staff having authority and responsibility for planning, directing, and supervising aspects of this project.

"Local Coalition" is a community-based collaborative, coalition, committee or group.

"Logic Model" is a program map. It is a simple, logical illustration of what the program does, why, and how the Applicant will know if the program is successful. There are a wide variety of Logic Model formats, but most have the same key components including resources or inputs, activities, Outputs, Outcomes, and impact.

"Mentoring" is an interaction that takes place between young persons (i.e., mentees) and older or more experienced persons (i.e., mentors) who are acting in a non-professional helping capacity to provide support that benefits one or more areas of the mentee's development.

"Memorandum of Understanding (MOU)" is a non-financial agreement between two or more parties to memorialize an agreement to cooperate or coordinate with each other for a specific purpose.

"Non-Responsive" is when the Application's noncompliance with a material aspect of the RFA results in the Application's exclusion from Grant Award consideration.

"Outcome" is a measure that demonstrates the effect a service has on Participants, typically related to improvements in the lives of Participants regarding safety, permanency, and well-being.

"Out-of-School Time" is the timeframe in which programming takes place including before school, afterschool, evenings, and weekends.

"Out-of-School Time Programming" is a supervised program that young people regularly attend when school is not in session. This can include programming before and after school, during weekends, or other school breaks. Programs may take place on a school campus or in other community locations.

"Output" is an indicator referring to activities, methods, or approaches and the immediate results generated because of program efforts (e.g. number of Families served).

"Participant" is a member of the population to be served by the Applicant's organization. For the purposes of this Grant, a Participant is a member of a Family or household eligible to receive PEI services and who is receiving services under this Grant. Used interchangeably with the term "Client" for this RFA.

"PEI" is the Prevention and Early Intervention Division of DFPS.

"PEI Program Staff" are employees who work for the Department of Family and Protective Services, Prevention and Early Intervention (PEI) Division.

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"Performance Measure" is a service Output, Outcome, or Deliverable used to assess the performance of the Grantee.

"Period of Performance" is the period beginning with the commencement date or Effective Date of a Grant Agreement and ending when the Grant Agreement expires in accordance with its terms, or when it has been terminated. Period of Performance may be used interchangeably with "Grant Term."

"Positive Youth Development" is an intentional, pro-social approach that engages Youth within their communities, schools, organizations, peer groups, and families in a manner that is productive and constructive; recognizes, utilizes, and enhances young people's strengths; and promotes positive outcomes for young people by providing opportunities, fostering positive relationships, and furnishing the support needed to build on their leadership strength.

"Post-High School Readiness" or "PHSR" is the CYD program component whereby Grantee prepares young people for their transition from high school to the multiple pathways after graduation, equipping Youth with the experiences and skills necessary to successfully manage the responsibilities required upon entering college, career, and workplace environments.

"Prevention and Early Intervention Reporting System (PEIRS)" is the data reporting system used by PEI Grantees and PEI Program Staff to capture and report program and Grant-related information.

"Primary Caregiver" is the parent or Caregiver of the Index Youth and is the person who is the primarily involved in CYD engagement activities

"Priority Characteristics" are traits that identify the Youth, Caregivers or families who may receive services.

"Program Component" is an opportunity funded by CYD for Participants which falls under either Required Programming or Ancillary Programming (i.e. Mentoring, sport and recreation etc.)

"Program Model" is the Evidence-Based Program, Promising Practice Program, or Evidence-Informed approach implemented by the Grantee.

"Program Staff" are employees working under the auspices of CYD Grantees, including Subawardees and volunteers who will be providing support and services to Youth or their Families.

"Project Work Plan (PWP)" is the documentation of how the Grantee will implement and operate the program to achieve the performance measures outlined in the Grant Agreement.

"Promising Practice Program" is a Program Model that:

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1. Has an active impact evaluation program or demonstrates a schedule for implementing an active impact evaluation program;
2. Has been evaluated by at least one Outcome-based study demonstrating effectiveness or random, controlled trial in a homogeneous sample;
3. Substantially complies with a program manual or design that specifies the purpose, Outcomes, duration, and frequency of the program services;
4. Employs well-trained and competent Program Staff and provides continual relevant professional development opportunities;
5. Is research-based and grounded in relevant, empirical knowledge, and program-determined Outcomes.

"Protective Factors" are conditions or attributes in individuals, families, communities, or society that mitigate or eliminate risk in families and communities, thereby increasing the health and well-being of children and families.

"Protected Health Information (PHI)" is information protected by the HIPAA Privacy Rule providing federal protections for personal health information held by covered entities and gives patients an array of rights with respect to that information. At the same time, the Privacy Rule is balanced so that it permits the disclosure of personal health information needed for patient care and other important purposes.

"Referral" is the process whereby the Grantee provides Families with recommendations and support connecting with external services or resources that extend beyond the services the Grantee is required to provide through this RFA.

"Reflective Supervision" is the regular collaborative reflection between a Program Staff member (clinical or other) and supervisor that builds on the supervisee's use of their thoughts, feelings, and values within a service encounter. It is a necessary, supportive process within the supervisor-staff relationship.

"Region" is the Texas DFPS Regions 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, and 11.

"Required Programming" is the Program Components which must be offered by CYD and includes Mentoring, Youth Advisory Committee (YAC), Youth Leadership Development (YLD), and Post-High School Readiness (PHSR).

"Responsive" is when an Application has been determined by DFPS to comply with all material aspects of the RFA, including submission of all required documents.

"Safe" is when the Index Youth is secure from maltreatment or the risk of danger or harm.

"Scope and Sequence" is a list of the areas of development, topics, and content that will be addressed within one multi-week YLD program.

"Scope of Work" is a description of what DFPS requires and what an Applicant must provide. The written statement or description and enumeration of services to be performed.

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"Service Authorization" is the process whereby the Primary Caregiver consents to participation in services by completing an enrollment form and any other documentation required by PEI or the Grantee.

"Service Delivery Area (SDA)" is the Zip Code(s) proposed by the Applicant, within which Grant services are to be provided. May be used interchangeably with "Community" in this RFA.

"State" is the State of Texas and its instrumentalities, including HHS, DFPS and any other State Agency, its officers, employees, or authorized agents.

"State Agency" is an agency of the State of Texas as defined in Texas Government Code 2056.001.

"Subaward" is a written agreement that assigns portions of the obligations of a Grantee to a third party selected by the Grantee. The third party assumes some of the obligations of the Grantee while the Grantee remains completely responsible for all actions carried out by the Subawardee. Subaward may be used interchangeably with the term "Subcontract" or "Subgrant" for this RFA.

"Subawardee" is any entity that has entered into a Subaward with the Grantee to assume some of the obligations of the Grantee. Used interchangeably with the term "Subcontractor" or "Subgrantee."

"Theory of Change" is a specific type of methodology for planning, participation, and evaluation that is used by Youth-serving organizations to define long-term program goals and intended Youth outcomes, and then maps backward to illustrate and identify necessary preconditions to achieve change. A theory of change:

1. Illustrates how the activities are designed to explicitly bring about change, as well as other external factors that influence program effectiveness.
2. Explicitly shows how activities achieve meaningful and measurable results.
3. Draws on relevant research and theory, illustrating the validity of the program design and how the activities align with local needs, contexts, and circumstances.

"Uniform Terms and Conditions (UTCs)" is the terms and conditions applicable to any Grant Agreement resulting from this RFA that governs the Application and any resulting Grant Agreement.

"Youth Advisory Committee (YAC)" is an advisory body of young leaders currently participating in the Community Youth Development program.

"Youth Leadership Development (YLD)" is of the Youth development process and supports young people in developing:

1. the ability to analyze their own strengths and weaknesses, set personal and vocational goals, and have the self-esteem, confidence, motivation, and abilities to carry them out (including the ability to establish support networks in order to fully participate in community life and effect positive social change); and

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2. the ability to guide or direct others on a course of action, influence the opinions and behaviors of others, and serve as a role model. For CYD, the YLD program component encompasses the following three elements 1) leadership knowledge, 2) leadership skill building and 3) leadership in action.

"Youth Program Quality Assessment" is an evidence-based tool to assess the quality of the Grantee's activities and program offerings for responsiveness to the needs of Youth and identify opportunities for continuous quality improvement.

1.3 AUTHORITY

The Texas Department of Family and Protective Services (DFPS) is requesting applications under its authority in Texas Human Resources Code §§ 40.058 and 40.0561 and Texas Family Code § 265.002.

ARTICLE II. SCOPE OF GRANT AWARD

2.1 PROGRAM BACKGROUND

A. PEI partners with community-based programs and agencies across the state to provide a variety of opportunities to promote positive outcomes for Children, Youth, and Families. These programs are free of charge to the public and participation is voluntary. As part of its array of prevention programming, PEI funds community level CYD programming in communities throughout the state.

B. The CYD Program was established in 1995 with funds authorized by the 74th Legislature to assist communities in alleviating conditions in the family and community that lead to juvenile crime. In 2015, the CYD statute moved to the Texas Family Code from the Texas Human Resources Code without any amendments and is as follows:

> Sec. 265.057. COMMUNITY YOUTH DEVELOPMENT GRANTS. (a) Subject to available funding, the department shall award Community Youth Development grants to communities identified by incidence of crime. The department shall give priority in awarding grants under this section to areas of the state in which there is a high incidence of juvenile crime.
>
> (b) The purpose of a grant under this section is to assist a community in alleviating conditions in the family and community that lead to juvenile crime.

C. The program has expanded over the last 25 years and supports Youth by fostering safe spaces, positive relationships, and structured opportunities to build developmental assets and skills. These supports lead to strengthened connection, engagement, and contribution to their community. PEI has adopted a Positive Youth Development approach for CYD to meet the goal of assisting communities in alleviating conditions in the family and community that lead to juvenile crime. This approach encompasses more than solely providing early intervention or preventing risk behaviors that lead to juvenile crime; it also builds skills, attributes, and developmental assets that are needed to prepare young people to grow into thriving adults.

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CYD is currently available in 25 ZIP Codes across the state. Currently funded counties and ZIP Codes are listed in Table 1 below:

Table 1	Current Services			
County	CYD Service Area - ZIP Codes			
Bexar	78207			
Cameron	78520			
Dallas	75210	75215	75216	75241
El Paso	79924			
Galveston	77550			
Harris	77081	77506		
Hidalgo	78501	78577		
Lubbock	79403	79404	79415	
McLennan	76705	76707		
Nueces	78415			
Potter	79107			
Tarrant	76106	76164		
Travis	79744			
Webb	78046			
Willacy	78569	78580		

2.2 GRANT OVERVIEW

2.2.1 Service Delivery Area (SDA)

A. Under this RFA, Applicant may propose one or more ZIP Codes within the same county per Application. CYD is a community focused program, covering one or more ZIP Codes per SDA. The proposed SDA is based upon how the Applicant defines its Community. If Applicant proposes more than one ZIP Code within a county, the Applicant must justify need in each of the proposed ZIP Codes. If Applicant would like to propose services in more than one county, a separate Application must be submitted for each county. Applicant may also choose to submit separate Applications for each ZIP Code.

B. Grantee should propose ZIP Code(s) identified as benefiting from CYD based on data from the Community Maltreatment Risk Maps, as well as the Applicant's Community Strengths and Needs Assessment. The Community Maltreatment Risk Maps are tools that use risk-mapping and geographically-based risk and resiliency models to illustrate the distribution of maltreatment rates in the state by ZIP Code. These maps were designed to identify and allocate resources in communities that may benefit from additional resources.

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2.2.2 Available Funding

A. The total amount of funding anticipated annually for the CYD Grant is $8,400,000. DFPS anticipates making twelve (12) to twenty (20) awards. Annual awards per individual Grant may range between $300,000 and $600,000. The estimated minimum award for the five-year Period of Performance is $1,500,000 and the estimated maximum award is $3,000,000. To account for potential increases to available funding, this RFA is valued at up to $52.5 million for the five-year period. DFPS may not fully fund Applications to ensure that funds are available for the broadest possible array of Communities. DFPS will award only one Applicant per ZIP Code(s) for this RFA.

B. Grants awarded from this RFA are on a cost-reimbursement basis. Under the cost-reimbursement method of funding, Grantees are required to finance operations with their own funds. DFPS will reimburse Grantees for actual cash disbursements supported by adequate documentation. DFPS will only reimburse for those actual, allowable, and allocable expenses that occur within the Period of Performance.

C. CYD services are funded with State general revenue and funds from the U.S Department of Health and Human Services, Promoting Safe and Stable Families, Title IV-B, Subpart 2 of the Social Security Act; CFDA 93.556. The exact amount of State or federal funding is determined at the end of each subsequent fiscal year. DFPS will provide the Grantee, in writing, the exact amount of federal or State dollars used to fund the Grant upon written request from the Grantee. DFPS reserves the right to fund this RFA with other state or federal sources during the lifecycle of the Grant. The Grantee will be considered a Sub-Recipient.

D. DFPS reserves the right to increase funding for Grantees through supplemental amendments if PEI identifies additional funds at any time during the Period of Performance. Alternatively, DFPS may reduce awards or cancel a Grant Agreement if funding is decreased during the Period of Performance. Any increase or decrease in number of awards or funding amounts are at DFPS' sole discretion.

2.2.3 Period of Performance

A. The Period of Performance for this Grant is five years and is expected to begin **September 1, 2021** and be effective through **August 31, 2026**.

B. DFPS anticipates that the initial term of any Grant Agreement resulting from this RFA shall be for a period of five (5) years (base term). Following the base term, DFPS, at its sole option, may extend any resulting Grant Agreement for one additional 12-month term to complete a new RFA or transition to a new Grantee.

2.3 ELIGIBLE APPLICANTS

Applicant must be a nonprofit organization as defined by the Texas Business Organization Code, Chapter 22, or a governmental entity.

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2.4 PROGRAM OBJECTIVES

A. The goal of CYD is to support Youth by fostering safe spaces, positive relationships, and structured opportunities to build assets and skills. These supports lead to strengthened connections, engagement, and contribution to the community.

B. CYD provides an array of Positive Youth Development program opportunities such as Mentoring, Youth Leadership Development, and Post-High School Readiness in select ZIP Codes. Supports offered under CYD should meet the DFPS goal to increase Protective Factors and Developmental Assets, thus increasing the likelihood of positive outcomes for Youth. Protective Factors in this context are a broad set of characteristics and environmental supports that increase an individual's ability to avoid risks and promote social and emotional competence to thrive in all aspects of life, now and in the future.

   Protective Factors as defined by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) are typically organized into the following domains:

   1. Individual;
   2. Family;
   3. Peer;
   4. School; and
   5. Community.

C. CYD uses a Positive Youth Development Framework
   According to the Interagency Working Group on Youth Programs, "Positive Youth Development is an intentional, pro-social approach that engages Youth within their communities, schools, organizations, peer groups, and families in a manner that is productive and constructive; recognizes, utilizes, and enhances young people's strengths; and promotes positive outcomes for young people by providing opportunities, fostering positive relationships, and furnishing the support needed to build on their leadership strength." A Positive Youth Development (PYD) approach moves beyond solely preventing and removing risk behaviors to understanding the skills, attributes, and developmental assets that are needed to prepare young people to grow into thriving adults. PYD engages Youth as resources to be nurtured, rather than focusing on a problem to be changed.

   Several frameworks have been developed that can help programs easily and effectively incorporate Positive Youth Development into their ongoing work with Youth. Once such framework is the Developmental Assets framework from the Search Institute. The framework, based in research in Youth development, resiliency, and prevention, identifies 40 internal and external assets that have been shown to lead to thriving behaviors in Youth, reduce Youth engagement in risk-behaviors, and increase resiliency.

   Programs under this RFA must be intentionally designed and built to promote the growth of these 40 Developmental Assets in Youth. Applicants should link each Program Component (Required Programming and Ancillary Programming) to one or more of the 40 Developmental Assets.

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DFPS will award grants to Applicants who agree to utilize CYD to promote Positive Youth Development and build Developmental Assets and other Protective Factors in Youth.

2.5 SCOPE OF WORK

A. The Grantee agrees to adhere to the requirements outlined in Article II Scope of Grant Award in the provision of services to Participants under this Grant.

B. The Applicant should propose programming and collaborative efforts and activities to meet the objectives described in Section 2.4.

2.5.1 Community Strengths and Needs Assessment (CSNA)

The CSNA is an evaluation developed and utilized by the Applicant to identify community strengths, needs, assets, and gaps in available Youth programming to determine the most appropriate priorities and program array for the local CYD program.

A. For the purposes of the CSNA, the term 'Community' refers foremost to the proposed CYD ZIP Code(s), but may also address a larger district, the city or the county.

B. Applicant must complete and submit a CSNA to identify local community needs for strengthening Positive Youth Development.

C. Applicant should develop a prioritized list of recommended programming based on the needs and gaps identified by the community through the CSNA.

D. Applicant should use the list of recommendations provided below to design the CSNA and inform the overall CYD offerings.

E. CSNA Guidelines:

1. Preparing the CSNA:
   a. The CSNA should be focused on supporting Positive Youth Development and promoting Protective Factors of Youth ages 6-17;
   b. Applicant should describe the need for programming for Youth and their Caregivers within the community;
   c. Applicant should recommend opportunities that do not duplicate activities or programming already provided in the proposed ZIP Code(s) through other funding sources;
   d. Applicant should recommend programming and activities to fill gaps in opportunities or complement other programing offered in the proposed ZIP Code(s);
   e. Applicant should articulate the proportion of total Index Youth served that will receive CYD Required Programming (Section 2.5.10.A);
   f. All information gathered in the CSNA should relate to and be analyzed in terms of the issues in the Service Delivery Area that impact Positive Youth Development;

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g. The CSNA should include information about the Community's attitudes and expectations of its Youth, typically gathered through Community data collection (e.g., focus groups, surveys, and interviews);
h. The CSNA should identify the local assets, strengths, and Protective Factors in place within the Community;
i. The CSNA should be a collaborative effort involving the Local Coalition supporting CYD;
j. The CSNA recommendations must be based on Community input and input from local Youth;
k. YAC Youth must be involved in the development and implementation of the CSNA; and
l. Applicants that do not have a YAC should include community Youth in the first submission of the CSNA and include YAC Youth thereafter;

2. The Grantee must make the CSNA publicly available to interested parties. Examples include: posting on organization's website, presenting results in public forums or local workgroups, and distributing to community stakeholders.
3. Texas Juvenile Justice Department (TJJD) data indicates African American and Hispanic Youth are disproportionately referred to the juvenile justice system. In 2015, African American Youth in Texas were three times more likely to be referred to the juvenile justice system, despite being a third of the population size of their white counterparts. Similarly, Hispanic Youth in Texas are 50% more likely than their white counterparts to be referred to the Juvenile Justice System (2016 – TJJD). Likewise, while the Texas Youth population is nearly split between males and females, nearly three quarters of juvenile justice referrals are for male Youth. (2019 – TJJD).
   The CSNA should identify which Youth in the proposed service area are disproportionately referred to the juvenile justice system and characteristics of Youth that have the potential to be underrepresented in the program. If an Applicant has previously served Youth in a proposed service area, the CSNA should identify characteristics of the population served (race, ethnicity, gender) relative to community Youth characteristics. Using this data, the Applicant should outline plans for Youth recruitment and outreach to reach potentially underrepresented groups and how it will align programming in the **Exhibit D, Project Work Plan**.

4. The CSNA must be updated and submitted every two years per schedule outlined below, with specific dates to be determined or as otherwise determined by DFPS.

Table 2	CSNA Submission Schedule
Timeline	**Action**
With submission of RFA Application	Submit Initial CSNA as Attachment D-1 to Exhibit D, Project Work Plan
Fiscal Year 2022 (Sept. 2021 – August 2022)	Implementation of CSNA Action Plan
Fiscal Year 2023 (Sept. 2022 – August 2023)	CSNA due in Spring 2023
Fiscal Year 2024 (Sept. 2023 – August 2024)	Implementation of CSNA Action Plan
Fiscal Year 2025 (Sept. 2024 – August 2025)	CSNA due in Spring 2025

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Fiscal Year 2026 (Sept. 2025 – August 2026)	Implementation of CSNA Action Plan

5. If the updated CSNA reveals that any programming or activities no longer meet needs or are redundant due to newly available programming, the Grantee must identify new programming or activities in the Conclusions, Recommendations, and CSNA Action Plan component of the CSNA. If programming continues to be a good match for the community's needs, the Grantee may continue to provide or Subaward for those program opportunities.

F. Essential CSNA Components

PEI requires all the following components to be included in the Applicant's CSNA, as outlined in **Exhibit E, CYD CSNA Tool Kit**:

1. **Title Page** provides the Applicant's name, date, and title.
2. **Introduction** provides background information as to the CSNA's purpose, history, area of focus, timeframe, and any sponsors, supporters, and partners.
3. **Community Description** provides a comprehensive overview of the Community's history, demographics, geographic boundaries, service area, map, and any other key Community data points.
4. **Data Collection Methods** describes how and where the data was collected, including from whom and a description of the instrument(s) or data collection tool questions.
5. **Data Analysis** provides an overview of how the data was analyzed. This overview should be appropriate for the CSNA's audience. For example, "Program Staff analyzed interview notes for common themes."
6. **Results** includes a discussion and illustration of findings and a comparison to county, regional, state, or national level data. This section should be the bulk of the CSNA and should address gaps in programming.
7. **Implications of Findings** includes a discussion of the identified needs, including the prioritization of those needs and how they impact the community.
8. **Conclusions, Recommendations and CSNA Action Plan** includes a recap of the CSNA's purpose, primary findings, and any limitations. This section describes how the results should shape the CYD program array to address issues or facilitate community collaborative efforts to improve the community. Conclusion must include recommendations and the associated CNSA Action Plan. The CSNA Action Plan is a narrative outlining next steps for implementing recommendations from the CSNA to better align future CYD activities and program opportunities with community needs.
9. **References** provides a complete list of references.
10. **Appendices** could include data collection instruments (not data), lists of community partners or sponsors, recruitment materials, maps, data tables, etc.

G. Data Collection methods and Data Sources

1. Applicant should use a variety of methods to collect data for the CSNA. These methods include focus groups, surveys (online, paper, mailed, or telephone), community forums, interviewing key informants, using additional existing data from schools, etc.
2. Applicant should gather information from the community and not just existing CYD Participants and stakeholders.

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3. Applicant should use a variety of Data Sources to complete the CSNA. Suggested Data Sources include, but are not limited to:
   a. PEI and UT Population Health Community Maltreatment Risk Maps, https://utsys-pop-health.maps.arcgis.com/apps/Cascade/index.html?appid=265e988d96464d789c744a56dc79e0d0%20;
   b. Office of Juvenile Justice and Delinquency Prevention, www.ojjdp.gov;
   c. Census information, https://census.gov/;
   d. Bureau of Labor Statistics, https://www.bls.gov;
   e. County Health Rankings, https://www.countyhealthrankings.org; and
   f. Data from Texas State Agency Sources (Texas Juvenile Justice Department, Texas Department of State Health Services, Texas Education Agency, etc.)
   g. **Exhibit E, CYD CSNA Tool Kit** for additional Data Sources.

2.5.2 Logic Model

A Logic Model is a program map. It is a simple, logical illustration of what the program does, why, and how the Applicant will know if the program is successful. There are a wide variety of Logic Model formats, but most have the same key components including: resources or inputs, activities, Outputs, Outcomes, and impact. A good Logic Model demonstrates the Applicant's program Theory of Change in a measurable format.

A. Each Applicant should submit a Logic Model for CYD with the Application.
B. Applicants should update the Logic Model if any component changes such as program activities or resources, or at least annually with annual submission of the **Exhibit D, Project Work Plan**.
C. Applicant may use any Logic Model format. Suggested sources for development of a Logic Model include, but are not limited to:
   1. W.K. Kellogg Foundation, Kellogg Foundation-Logic Model Development Guide
   2. Family Resource Information, Education, and Network Development Service, https://friendsnrc.org/evaluation/logic-models/
   3. The University of Kansas, https://ctb.ku.edu/en/table-of-contents/overview/models-for-community-health-and-development/logic-model-development/main

2.5.3 Eligible Population

A. The eligible population requirements are described below:

   1. Grantee will serve Youth ages 6-17 and their Families who live in or attend public school in the proposed ZIP Code(s) or attend school at a public middle or high school located outside of the proposed ZIP Code(s) that has at least 30% enrollment from the ZIP Code(s.)
   2. The target age range for Youth served is 10 - 17 years. Youth under age 6 are not eligible for CYD. Youth served from ages 6-9 cannot exceed 30% of the Performance Measure for annual unduplicated Index Youth served.

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3. Youth who turn 18 years old during the school year will be permitted to participate in CYD until meeting program goals or the end of the current fiscal year, provided they were 6-17 years old when first enrolled in CYD.
4. Family members of Index Youth are eligible if the goal of the activity or opportunity involves promoting Positive Youth Development or increasing Protective Factors of Youth.
5. Youth who spend a significant amount of time in an SDA but do not meet the above eligibility criteria. For example, a Youth who spends regular time at a recreation center or with a relative in the Grantee's SDA. This flexible approach allows CYD to reach Youth who consider the Grantee's SDA part of their community and provide them with CYD opportunities. Grantee must provide justification on the PEI enrollment form that Index Youth is eligible under this flexible approach.
6. Youth who are currently on probation are not eligible for the CYD program. A Youth is eligible 12 months post probation. Youth whose cases are pre-adjudicated, informally adjudicated, or whose adjudication has been deferred are eligible to participate in CYD. PEI reserves the right to alter eligibility criteria during the Period of Performance.

B. To be eligible to participate in Grantee's CYD program, Youth must exhibit at least two of the following priority characteristics:

1. Behavioral concern
2. Current or former military connection
3. Current or past alcohol abuse – Caregiver
4. Current or past alcohol abuse – Index Youth
5. Current or past child maltreatment or child welfare involvement
6. Current or past conflict at school
7. Current or past criminal justice involvement – Index Youth
8. Current or past domestic or interpersonal violence
9. Current of past use or abuse of other substance – Index Youth
10. Developmental delay or disability – Caregiver
11. Developmental delay or disability – Index Youth
12. Family dynamics or structure concern
13. Family or household conflict
14. High stress level
15. Homeless or runaway
16. Household has a child with developmental delays or disabilities
17. Household has a history of alcohol abuse or a need for alcohol abuse treatment
18. Household has a history of substance abuse or needs substance abuse treatment
19. Low school attainment – Caregiver
20. Low-income household

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21. Mental health concern – Caregiver
22. Mental health concern – Index Youth
23. Parenting skills concern
24. School engagement concern
25. Social support concern
26. Household contains an enrollee who is pregnant and under 21

2.5.4 CYD Participant Requirements

The Awarded Grantee agrees to adhere to all the following conditions while providing opportunities funded by the CYD:

1. All Participants must enter the program voluntarily. Voluntarily means that the Family or Youth must not be coerced, court ordered, or mandated to participate in CYD.
2. Grantee cannot charge Participants a fee for participating in a program or for any program participation-related costs.
3. Grantee must provide programming to Families without regard to their economic status.
4. The average number of unduplicated Youth served monthly must meet the minimum established in the Grant Agreement. An unduplicated Youth is an Index Youth with a unique enrollment ID number who receives at least one service and is only counted one time during the Period of Performance, once per month for monthly output.
5. Grantee can serve Youth regardless of involvement with CPS.

2.5.5 Organizational Qualifications and Requirements

Applicant should meet the following qualifications:

1. Applicant should have at least five (5) years' experience providing programs to Youth and families;
2. Applicant should have at least five (5) years' experience managing budgets and grants or contracts for social services;
3. Applicant that has monitoring reports from any Texas State Agency, or federal funding entity, or audits performed on Applicant's organization in the past three years should be able to demonstrate the organization is competent in managing and budgeting its programs and operations; and
4. Subawardees must have at least two (2) years' experience providing programs to Youth and families.

2.5.6 Organizational Competence

A. Applicant should propose and implement improvements to its organization to further the goals of competently supporting CYD Participants by promoting positive Youth Outcomes. Dimensions to address should include the following:

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1. Strategically hire Program Staff. The most effective staffing structure for competently supporting CYD Participants incorporates intentional recruitment of staff with diverse backgrounds, demographics and experience supporting Positive Youth Development.
2. Strategically hire organizational leadership. Organizational leadership should have diverse backgrounds, demographics, experiences and be reflective of the community served.
3. Make support available to all Family members through accessible program sites, hours, and delivery schedules.
4. Cultivate CYD Participants as mentors and leaders.
5. Brand the program and recruitment materials in ways that resonate with Community Youth.
6. Conduct strategic outreach to include engaging Participants in outreach strategies such as word-of-mouth and culturally relevant promotional campaigns.
7. Involve program alumni in program activities and program development.
8. Acknowledge and respect the diversity of Youth and Families, including their cultural traditions, languages, values, socio-economic status, family structures, sexuality, gender identification, religion, individual abilities, and other aspects.
9. Promote diversity, equity and inclusion as an organizational priority. Examples could include an action plan for diversity, equity and inclusion; employee trainings; review and revision of policies and procedures or an annual equity assessment.

B. Grantees are required to utilize the Youth Program Quality Assessment (YPQA) to assess the Grantee's activities and program offerings for responsiveness to the needs of CYD Youth and enhance their approach across the lifespan of the Grant. At a minimum, Grantees must complete the YPQA Basics Training within year one of the Grant. In-person training on the YPQA Basics is highly preferred but may be completed virtually if necessary and justification is provided in **Exhibit D, Project Work Plan**. The program assessment and improvement planning must be completed in each subsequent year of the Period of Performance.

2.5.7 Staffing Requirements and Qualifications

A. The Applicant will develop and provide a staffing plan that includes, at least, minimum educational or experience requirements for direct service workers, administrative staff, Subaward staff, and volunteers.

B. If the Grantee elects to Subaward any programming, the same minimum staffing qualifications would apply to Subawardee staff. The Grantee's employees, Subawardee employees, or DFPS pre-approved volunteers who are primarily responsible for delivering the direct service program and related components must be adults 18 years or older.

C. The Applicant should develop, provide, and manage a staffing plan to ensure delivery of competent and robust programming and continuity of programs in the event of a vacancy. The plan should address the following:

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1. Appropriate labor skill set;
2. Minimum educational requirements;
3. Detailed position descriptions;
4. Comprehensive employee training plan; and
5. Succession plan for key program positions.

D. The Applicant should develop a staffing structure for their CYD program which encompasses the roles and duties outlined in Section 2.5.8. Separate positions are not required for each of these roles. Applicants may assign duties in a full-time or part-time capacity based on organization and program size and scope. PEI reserves the right to authorize each position funded under the grant. See **Exhibit F, Example Staff Positions** for examples of organizational staff position charts.

2.5.8 Staff Roles

A. Program Director Role

1. Applicant may decide to assign these duties to an existing role, or create a dedicated role, depending on the size and scope of the overall CYD program;

2. The program director role, or equivalent position, is the primary program contact and is be responsible for program oversight, all program activities and offerings, and supervision;

3. Any person holding the program director position or performing program director responsibilities must have at least a bachelor's degree in a relevant field, relevant work experience, and a minimum of five (5) years' relevant program management and supervisory experience or a master's degree in a relevant field, preferably a minimum of three years' program management and supervisory experience;

4. The program director must have experience with performance evaluation, data analysis, reporting, and social service programming; and

5. The following responsibilities and activities are required of the program director role or must be integrated into other appropriate manager roles where qualifications are met. A clear organizational structure is required, with program director responsibilities clearly delineated and assigned to the qualified full-time employee(s) (FTE(s). The program director will:

   a. Serve as primary program contact and liaison;
   b. Provide program oversight, to include managing operations, supporting and monitoring performance related to the project, and planning for improvements where needed;
   c. Ensure program operations and activities adhere to all applicable policies, procedures, and guidelines pertaining to Grant Agreement, organization, and selected Program Model(s);
   d. Ensure program goals are met, especially related to Deliverables, Outputs, and processes;
   e. Assist in budget planning, ensuring budget is aligned with program goals and operations;
   f. Hire, train, and supervise project employees; and

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g. Provide for regular administrative and Reflective Supervision of direct service staff.

B. Financial Manager Role (if applicable)

1. Applicant may decide to assign these duties to an existing role, or create a dedicated role, depending on the size and scope of the overall CYD program;

2. The financial manager role, or equivalent position, will be a primary financial contact and will be responsible for program's financial oversight of the contract;

3. Any person holding the financial manager position or performing financial manager responsibilities should have an associate's applied science degree in a financial field such as Accounting or Finance with a minimum of five year's work experience in accounting and have proficient skill in automated accounting system(s) and Microsoft Excel; or

4. Any person holding the financial manager position or performing financial manager responsibilities should have at least a bachelor's degree in a relevant field, such as Accounting or Finance, with a minimum of two (2) years of work experience in accounting and have proficient skill in automated accounting system(s) and Microsoft Excel;

5. Experience may be substituted for education on a year-for-year basis if the person holding the Financial Manager position does not have either an associate's or a bachelor's degree in a financial field, in which case any person holding the financial manager position or performing financial manager responsibilities should have a minimum of seven years of accounting experience; and

6. This staff position must obtain a minimum of twenty-four hours of job-related training which can include the Cultural Humility and new employee orientation trainings.

7. The following responsibilities and activities are required of the financial manager role or must be integrated into other appropriate manager roles where qualifications are met. A clear organizational structure is required, with financial manager responsibilities clearly accounted for and assigned to the qualified FTE(s). The financial manager will:

   a. Serve as a primary financial contact and liaison; and
   b. Assist in budget planning, ensuring budget is aligned with program goals and operations.

C. Program Coordinator Role (if applicable)

1. Applicant may decide to assign these duties to an existing role, or create a dedicated role, depending on the size and scope of the overall CYD program;

2. The program coordinator role, or equivalent position, can be an additional program contact and will be responsible for program oversight, services, and supervision;

3. Any person holding the program coordinator position should have relevant work experience, and a minimum of two years' relevant program management and

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supervisory experience. A bachelor's degree or associate degree in a relevant field, along with supervisory experience is preferred;

4. The program coordinator must have experience with performance evaluation, data analysis, reporting, and social service programming; and
5. The following responsibilities and activities are required of the program coordinator role or must be integrated into other appropriate manager roles where qualifications are met. Clear organizational structure is required, with program coordinator responsibilities clearly accounted for and assigned to the qualified FTE(s). The program coordinator will:
    a. Report to program director;
    b. Serve as an additional or the primary program contact and liaison;
    c. Provide program oversight, to include managing operations, supporting and monitoring performance related to the project, and planning for improvements where needed;
    d. Ensure program operations and activities adhere to all applicable policies, procedures, and guidelines pertaining to Grant Agreement, organization, and selected Program Model(s);
    e. Ensure program goals are met, especially related to Deliverables, Outputs, and processes;
    f. Assist in budget planning, ensuring budget is aligned with program goals and operations;
    g. Hire, train and supervise project employees; and
    h. Provide for regular administrative, and Reflective Supervision of direct service staff.

D. YAC Coordinator Role

1. Applicant may decide to assign these duties to an existing role, or create a dedicated role, depending on the size and scope of the overall CYD program;
2. The YAC coordinator role, or equivalent position, will be responsible for the Youth Advisory Committee oversight, services and activities;
3. Any person holding the YAC coordinator position or performing YAC coordinator responsibilities should have relevant experience, a bachelor's degree or associate degree is preferred; and
4. The following responsibilities and activities are required of the YAC coordinator role or must be integrated into other appropriate manager roles where qualifications are met. A clear organizational structure is required, with YAC coordinator responsibilities clearly accounted for and assigned to the qualified FTE(s). The YAC coordinator will perform all the following tasks:
    a. Develop a communication plan in coordination with the program director or program coordinator;
    b. Serve as a YAC coordinator contact and liaison during the CYD Youth Summit planning;

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c. Provide YAC oversight, to include developing and managing Youth activities, supporting and monitoring performance related to the projects, and planning for improvements where needed;
d. Ensure program operations and activities adhere to all applicable policies, procedures, and guidelines pertaining to Grant Agreement, organization, and selected Program Model(s);
e. Ensure YAC goals for Youth safety, engagement, participation, leadership skill and community building are met; and
f. Attend as one of the chaperones at the Youth Summit and provide any needed support to the Youth while at the summit.

E. Data Support Role

1. The data entry support role, or equivalent position, will be responsible for timely and accurate data entry into the PEIRS Database;

2. Any person holding the data entry support position or performing data entry support responsibilities should have at least high school diploma, with relevant work experience, and a minimum of two (2) years' relevant data entry experience is preferred;

3. The data entry support staff may assist with performance evaluation, data analysis, reporting, and social service programming; and

4. The following responsibilities and activities are required of the data entry support role or must be integrated into other appropriate manager roles where qualifications are met. A clear organizational structure is required, with data entry responsibilities clearly accounted for and assigned to the qualified FTE(s). The data entry support staff will:

   a. Report to program director;
   b. Ensure accurate data entry into the PEIRS Database;
   c. Enter all data for a specific month into the system no later than thirty calendar days following the close of the month in which a registration occurred, services were provided, or the file was closed; and
   d. Enter data prior to the thirty calendar days following the close of the month to meet billing requirements.

F. YPQA Coordinator Role

1. Applicant may decide to assign these duties to an existing role, or create a dedicated role, depending on the size and scope of the overall CYD program;

2. The YPQA coordinator will oversee and manage the Youth Program Quality Assessment and subsequent improvement planning and implementation processes for the Grantee and all Subgrantees (if applicable);

3. The YPQA coordinator will manage the program self-assessment process, improvement planning, and support organization(s) with improvement efforts;

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4. Any person holding the YPQA coordinator position or performing the YPQA coordinator responsibilities should have relevant experience, a bachelor's degree or associate degree is preferred.

5. The following responsibilities and activities are required of the YPQA coordinator role or must be integrated into other appropriate manager roles where qualifications are met. A clear organizational structure is required, with data entry responsibilities clearly accounted for and assigned to the qualified FTE(s). The YPQA coordinator will:

    a. Schedule network trainings for staff and stakeholders;
    b. Coordinate external assessments;
    c. Build and activate a network of consultants, trainers, and coaches to support the organization's program quality work;
    d. Attend the PQA basics training, Scores Reporter Webinar, Planning with Data training, Improvement Planning Webinar, and enter data and improvement plans into the Online Scores Reporter;
    e. Train staff and lead the program team through the program self-assessment process;
    f. Manage improvement planning; and
    g. Support the enactment of improvement plans.

2.5.9 Organizational Training Requirements

Applicant's organization must implement the following training requirements:

1. Applicant should submit a training plan for all CYD workers; including volunteers, Subaward employees, and anyone else working on the Grant; that includes both initial and ongoing training. Staff training must include the following competencies:

    a. New employee orientation;
    b. Cultural Humility (required annually;)
    c. Youth development (required annually;)
    d. Evidence-Based or Promising Practice Program training (when appropriate);
    e. 40 Developmental Assets Training; and
    f. Youth Program Quality Assessment Training.
    g. Additional training topics may include, but are not limited to:
        i. Healthy relationships;
        ii. Effective collaboration;
        iii. Effective group or meeting facilitation;
        iv. Ethics;
        v. Mental Health First Aid Training;
        vi. Referrals and service connections;
        vii. Substance use;
        viii. Internet safety for youth;
        ix. Bullying; or

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x. Suicide prevention and postvention.

2. Grantee must develop and follow process to track all required training in personnel files. All training must be noted in the regular program quarterly reports.
3. The same training requirements must be met by any Subawardee performing services under this Grant.

2.5.10 Required Programming

A. Required CYD Program Components

Each Grantee must implement the following Youth-focused opportunities: Mentoring, Youth Advisory Committee (YAC), Youth Leadership Development (YLD), and Post-High School Readiness (PHSR).

1. Mentoring

Research affirms the significant positive effects that quality Mentoring relationships have on the developmental outcomes and opportunities for young people. Mentoring takes place between young persons (i.e., mentees) and older or more experienced persons (i.e., mentors) who are acting in a non-professional helping capacity to provide support that benefits one or more areas of the mentee's development. Mentoring must primarily focus on facilitating an ongoing positive relationship between the Youth and a caring adult role model who provides help to the younger person as he or she goes through life. Following the Elements of Effective Practice for Mentoring research from the National Mentoring Partnership, each mentor program should have a Theory of Change that explains how the Mentoring, and the activities that mentors and mentees engage in, will result in the desired outcomes at the Participant and Community level.

The Applicant must have program guidelines for its Mentoring program. These guidelines should include requirements for:

a. Recruitment (mentors and mentees): Description of eligibility requirements; expectations for Mentoring relationship and outcomes; target audience for recruitment, and; methods of recruitment.
b. Screening: Description of application and interview process; criteria for accepting or disqualifying applicants; assessing safety and suitability for Youth; comprehensive background check; references check; written agreement with expectations for length of relationship and frequency of meeting.
c. Training: Description of required number of training hours and mode of training to be used. Training content must include:
    i. allowable contact between a mentor and mentee (e.g., only at school or in community);
    ii. a definition of Mentoring;
    iii. the role of a mentor and a mentee;
    iv. guidelines for any financial transactions to include gifts;
    v. sources of assistance available to support mentors;

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vi. initiation and termination or closure of mentoring relationship;

vii. warning signs and problem solving for certain mentee behaviors or crises (e.g., self-harm, suicidal ideation, aggression, etc.);

viii. risk management policies (appropriate physical contact, safety, transportation of mentees, mandatory reporting requirements, confidentiality and anonymity, money, photos and social media use, emergency procedures, etc.); and

ix. expectations for the frequency of connecting and length relationship for both the mentor and mentee.

d. Matching and Initiating Mentor Relationship: Description of matching process should consider characteristics of mentor and mentee; Program staff member present for initial in-person meeting between the mentor and mentee to sign commitment agreement consenting to the Applicant's rules and requirements (e.g., frequency, intensity and duration of match meetings, roles of each person involved in the mentoring relationship, frequency of contact with program staff), and risk management policies; Parental notification and consent process.

e. Monitoring and Support: Description of supervision, support, and feedback provided to mentors; program staff follow up with mentor and mentee after meeting; regularly assess fitness of match; program staff provides mentors with access to relevant community resources for Youth and referral agencies.

f. Relationship closure: Description of procedure to manage, document, and notify Participants of anticipated and unanticipated closures; program conducts exit interview with mentors and mentees; program has a written policy and procedure for managing re-matching; review of program rules for post-closure contact.

g. Additional mentor program requirements and restrictions:

i. Peer mentoring and family mentoring programs do NOT satisfy this requirement.

ii. Mentoring must be conducted in individual or small group settings. The ratio of Mentoring for group settings should be no greater than four Youth to one mentor.

iii. Most Mentoring should be in person, Grantee must provide justification for any virtual programming.

2. Youth Advisory Committee (YAC):

The YAC is an advisory body of young leaders currently participating the CYD program.

a. The goal of the YAC is to promote the voice and choice of a consistent group of young leaders through structured, monthly, Youth-led meetings.

b. The YAC will provide input, give feedback, and participate in decision-making to help shape their local CYD program, as well as assess and address the needs of their Community by planning and implementing meaningful service learning projects.

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c. The YAC must include 10-20 Youth, comprised of both middle- and high-school Youth between the ages of 13 and 17.

d. The YAC must meet monthly, at a minimum, and must have between 10 and 20 Youth in attendance at each meeting, with the expectation that Youth are consistently attending and participating in YAC meetings. Typically, at least an hour per monthly meeting is needed to accomplish the goals of the YAC.

e. Applicant should indicate the types of locations where meetings will take place and how they will ensure the safety of Youth at the location, as well as ensure transportation to and from the meetings and address any barriers to recruitment or consistent participation and engagement.

f. YAC Youth must be engaged in outreach and awareness efforts and involved in the development and implementation of the CSNA for CYD:

   i. Outreach and Awareness – YAC Youth must be involved in promoting the CYD programming within their Communities to engage additional Youth into CYD. This could include, but is not limited to, engaging YAC members in planning and implementation of program recruitment strategy, conducting outreach and awareness activities, and developing marketing materials.

   ii. Active Participation related to CSNA – YAC Youth must be involved in the development and implementation of the CSNA. Youth must be involved in collecting feedback from local Youth, including CYD Participants, about needs for CYD programs and activities, and the impact of CYD on Positive Youth Development.

g. YAC Youth must receive Youth Leadership Development (YLD) in addition to participating on the YAC.

h. To ensure YAC goals for Youth safety, engagement, participation, leadership skill and community building are met, each CYD program must have a dedicated staff member as the YAC Coordinator.

i. The YAC is intended to be a singular advisory body. If grantee chooses to facilitate two or more independent YAC groups that meet separately, a monthly opportunity must be provided for all YAC members to meet as a singular advisory body.

j. Selected YAC Youth must participate in the annual CYD Youth Summit. Pending available funding, typically 6 Youth (3 male, 3 female) will be chosen from each contract, with 1 chaperone per 3 Youth. YAC Coordinator must attend as one of the chaperones and provide any needed support to Youth while at Youth Summit or needed by the Youth Summit coordinating body. The Youth Summit is intended to strengthen local YAC and develop leadership skills, while

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networking with other YAC Youth from across the state. YAC Youth participation will be at the discretion of the CYD Youth Summit grantee.

3. Youth Leadership Development (YLD)

Youth Leadership Development is part of the Youth development process and supports young people in developing: the ability to analyze their own strengths and weaknesses, set personal and vocational goals, and have the self-esteem, confidence, motivation, and abilities to carry them out (including the ability to establish support networks in order to fully participate in Community life and effect positive social change); and the ability to guide or direct others on a course of action, influence the opinions and behaviors of others, and serve as a role model. The YLD program component must view Youth as resources and build on their strengths and capabilities to develop within their own community

a. The YLD program component should be intentionally designed as a multi-week experience that provides participants a comprehensive understanding of leadership history, philosophies, attitudes, and skills and that allows opportunities for hands-on application and practice.
b. To meet the requirements of YLD, each program must contain all three of the following elements:

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Table 3	YLD Elements
Element	**Element Description**
1. Leadership Knowledge	An examination of leadership history, leadership philosophies, key leadership characteristics, and leadership styles. This element may include self-assessments, activities focused on developing a personal leadership philosophy, leadership case studies, book clubs featuring specific leaders or leadership practices, etc.
2. Leadership Skill Building	The opportunity to learn about and practice key leadership skills in a safe, supportive environment. This element should include leadership skill activities, practice, and reflection. Leadership skills might include, but are not limited to: teambuilding, communication, conflict resolution, goal-setting, responsible decision making, problem solving, embracing diversity, time management, creative thinking, project planning.
3. Leadership in Action	Putting leadership skills into action through real-life application. This might include Youth-led projects, service learning opportunities, other project-based learning opportunities, etc.
(Adapted from ***Designing Student Leadership Programs: Transforming the Leadership Potential of Youth*** by Mariam G. MacGregor)	

c. YLD programs should be created with a Scope and Sequence that provide opportunities for Youth to engage in all three of the above elements over the course of the program cycle, however that is defined by the Applicant (3 months, 6 months, 12 months, etc.) A general Scope and Sequence for a multi-week program must be mapped out before the YLD program begins that identifies which YLD elements are being addressed each week of the YLD program cycle. Please refer to **Exhibit G, YLD Scope and Sequence** for a template and example Scope and Sequence of a multi-week YLD program incorporating all three YLD elements. Applicant should include YLD Scope and Sequence in **Exhibit D, Project Work Plan**.
d. If a program does not contain each of the elements listed above over the course of the program cycle, it does not meet the criteria of YLD and should be recorded in PEIRS as 'Curriculum-Based Life Skills' or 'Life Skills Non-Curriculum.'
e. Grantee must offer YLD to Youth at least one time per calendar month.
f. The YAC group alone does not satisfy the requirement for a Youth Leadership Development program. While all YAC participants must participate in YLD, the Grantee must offer a YLD program that is separate and distinct from the YAC with the capacity to serve additional Youth.

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4. Post-High School Readiness (PHSR)

   a. Post-High School Readiness refers broadly to preparing young people for their transition from school to the multiple pathways after high school graduation, equipping Youth with the experiences and skills necessary to successfully manage the responsibilities required upon entering college, career, and workplace environments. Readiness is achieved by acquiring the learning competencies, intellectual capacities and experiences essential for all students to become lifelong learners; positive contributors to their families, workplaces and communities, as well as to become successfully-engaged citizens of a global 21st century.

   b. Examples of Post-High School Readiness include, but are not limited, to:

      i. Career exploration and workforce readiness:
      Provide a realistic view of work along with necessary skills and workplace ethics to successfully maintain employment. Activities to promote career planning and acquisition of workplace skills, including vocational training and academic planning specific to career goals. Assessment and planning integrates school experiences (coursework, extracurricular activities and vocational or career assessments) with community experiences (volunteer work, regular employment, job shadowing, and job fairs) toward career objectives. Other activities include: job search assistance, interviewing skills training, assistance with disability-related accommodations, and job-finding training (including résumé preparation, information on non-traditional career opportunities, and job application completion.)

      ii. College readiness:
      Provides the level of preparation needed for young people to enroll and succeed in postsecondary education. Activities offered should promote college planning skills in young people, which may include awareness of and preparation for school applications, pre-requisite testing, scholarship application and financial planning, college campus culture, intellectual norms in the academic environment, decision-making and assessing risky behavior, and expectations for engagement. Other activities could include college campus visits, test preparation, discussing expectations with current college students, and scholarship search assistance.

      iii. Curriculum-based life skills:
      Provide Youth activities that are based upon a written curriculum for individual skills development including, but not limited to, communication, self-control, anger management, problem solving, adapting to change, choosing friends wisely, healthy relationships, and independent living. Activities offered should promote healthy decision-making, goal-setting, budget planning and financial literacy, healthy eating and nutrition, digital and civic literacy, healthy living and wellness, and self-advocacy.

      iv. Life Skills Non-Curriculum:
      Provide Youth with social, personal, and vocational skills and opportunities to help them achieve economic success, avoid involvement in criminal activity, and increase social competencies, e.g., conflict resolution, anger

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management, healthy relationships, career exploration, and interviewing skills.

B. Ancillary CYD Program Components

Ancillary programming is optional and selected by the Applicant to complement the CYD program. CYD programming must promote Protective Factors in Youth and are based on the funding priorities identified in the CSNA.

Examples of ancillary CYD programming include:

1. Youth-based curriculum class: Activities provided to Youth that are based upon a written curriculum.
2. Family-Based Curriculum Class: Provided to the registered Index Youth or Caregiver along with their Family member(s.) These services are part of a specific written curriculum, e.g., family skills building, family effectiveness training, etc. These family programs encourage family unity, communication, improved decision-making skills and reduce family conflict.
3. Family focused activity: Activity based, involve the Youth and at least one other Family member, and are not part of a written curriculum or counseling.
4. Sports and Movement: Rewarding, challenging, and age-appropriate activities provided to Youth in a safe, structured, and positive environment, with the intent of promoting Positive Youth Development by way of a socializing effect through which Youth develop positive qualities. Examples may include organized sports or athletic activity, personal fitness, dance or movement. Boxing is not allowed.
5. Arts and Cultural Enrichment: Programming to increase awareness, explore skill building, as well as develop and express creativity through developmentally-appropriate activities involving visual or performance arts, culture, culinary arts, creative writing, digital arts, crafts or music.
6. Academic Support: Designed to increase Youth engagement in the learning process, improved academic performance, Science, Technology, Engineering and Math (STEM) skill development, and bonding to the school (e.g., cooperative learning techniques," experiential learning" strategies, tutoring and basic skill building).
7. Service Planning and Coordination: A strength-based approach that helps Youth assess their individual and developmental needs, identify available resources, and set goals to achieve specific desired outcomes leading to a healthy sense of self-reliance and interdependence with their community. Identifiable strengths and resources include family, cultural, spiritual, and other types of social and community-based assets and networks.

C. Family and Primary Caregiver Engagement Requirements:

1. Family engagement is associated with improved program outcomes. Parental involvement increases Youth participation in after-school programs, influences constructive Caregiver involvement in the home, and increases Protective Factors. Furthermore, father-figure involvement is linked to decreased drug use and decreased delinquent behavior.

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2. Applicant must demonstrate a commitment to the meaningful involvement of Families and Primary Caregivers in CYD. There are several options to engage Families and Caregivers, with the intent to bring Youth and Families or Caregivers together in a meaningful way. The strategies that work best will depend on the dynamics of the Community served. Strategies may include Primary Caregiver leadership opportunities (volunteering at Youth-led events, participating alongside Youth on the local coalition, etc.), collaborative Parent Café or Youth Café events, family service learning, family nights, and many other strategies. Some ideas for Family or Primary Caregiver engagement can be found at:

   https://cdn.ymaws.com/nafsce.org/resource/resmgr/Toolkits/Boston_Engaging_Families_Out.pdf.
3. Applicants must outline a plan for Family and Caregiver engagement in **Exhibit D, Project Work Plan**, outlining anticipated strategies and timelines for implementation.
4. At a minimum, one Family or Primary Caregiver event should be held each month of the fiscal year.
5. All Family or Primary Caregiver events will be recorded in PEIRS under 'Events.'
6. Activities or workshops serving only the Primary Caregiver such as parenting training or parenting skills classes, counseling, or stand-alone Parent Cafés will not fulfill the Family and Primary Caregiver engagement requirement of this RFA. If these services are identified as a need in a specific community, the Applicant should work in conjunction with their local Family And Youth Success (FAYS) grantee as a resource and referral for these services.
7. Grantee may hold Family-inclusive opportunities that allow Index Youth and Caregivers to come together for a portion of the activity and split into Caregiver- and Youth-specific groups engage in deeper learning, if appropriate.

D. Additional Program Requirements

1. Focus on Out-of-School Time Programming
   a. Under this grant, most of the programming during the school year should be offered during Out-of-School Time hours. This includes before school, afterschool, evenings and weekends. Programming that takes place while Youth are on summer break or other school breaks will vary by community and should align with programming gaps and Community needs.
   b. There are greater opportunities for Youth to be left unsupervised during Out-of-School Time hours, which increase the opportunities for Youth to engage in risky behaviors such as substance abuse or juvenile crime (McCombs, Whitaker, & Yoo, 2017[1].) According to a 2019 report released by the Council For A Strong America, the majority of juvenile crime in Texas occurs between the hours of 2:00PM and 6:00PM. It benefits both Youth and their Communities to ensure Youth have access to enriching programming, safe spaces, and caring adults during Out-of-School Time hours. Programming during Out-of-School Time not only reduces the likelihood Youth will engage in risky behaviors, but

[1] McCombs, J., Whitaker, A., & Yoo, P. (2017). *The value of out-of-school time programs*. (PE-267-WF). Santa Monica, CA: RAND Corporation. Retrieved from https://www.rand.org/content/dam/rand/pubs/perspectives/PE200/PE267/RAND_PE267.pdf.

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also promotes increased academic performance, school connectedness, positive identity development, social-emotional skill development, physical and mental health, and civic development (Mahoney, Vandell, Simpkins, & Zarrett, 2009[2].)

2. Each CYD program should provide opportunities for Youth to increase developmental assets through participation. Each proposed program component (required and ancillary) should directly link to one or more of the Search Institute's identified 40 Developmental Assets:
   a. External Assets
      i. Support
         a. Family support
         b. Positive family communication
         c. Other adult relationships
         d. Caring neighborhood
         e. Caring school climate
         f. Parent involvement in schooling
      ii. Empowerment
         a. Community values Youth
         b. Youth as resources
         c. Service to others
         d. Safety
      iii. Boundaries and Expectations
         a. Family boundaries
         b. School boundaries
         c. Neighborhood boundaries
         d. Adult role models
         e. Positive peer influence
         f. High expectations
      iv. Constructive Use of Time
         a. Creative activities
         b. Youth programs
         c. Religious community
         d. Time at home

[2] Mahoney, J., Vandell, D., Simpkins, S., & Zarrett, N. (2009). Adolescent Out-of-School Activities. In R.M. Lerner, & L. Steinberg (Eds.) *Handbook of Adolescent Psychology* (3rd ed., pp. 228-269). Hoboken, NJ:John Wiley & Sons, Inc.

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b. Internal Assets

i. Commitment to Learning
   a. Achievement motivation
   b. School engagement
   c. Homework
   d. Bonding to school
   e. Reading for pleasure

ii. Positive Values
   a. Caring
   b. Equality and social justice
   c. Integrity
   d. Honesty
   e. Responsibility
   f. Restraint

iii. Social Competencies
   a. Planning and decision-making
   b. Interpersonal competence
   c. Cultural competence
   d. Resistance skills
   e. Peaceful conflict resolution

iv. Positive Identity
   a. Personal power
   b. Self-esteem
   c. Sense of purpose
   d. Positive view of personal future

3. Grantee must ensure that Youth are not denied or delayed services due to a wait list. The Grantee must have referral policies and procedures in place that provide alternative service options either through the Grantee or through other community resources when the Grantee is at capacity.
4. Applicant should offer programming that reflect a mix of intensive activities that serve a limited number of Youth (e.g. one on one Mentoring) with lower intensity activities that serve a higher number of Youth (e.g. group recreation).
5. Grantee must provide programming or activities each month of the fiscal year, including during the summer months. Programming for summer months may be offered through a Sub Awardee if needed.
6. Youth may not participate solely in one-time activities. If one-time activities are planned, they should be an added value for Youth already participating in other CYD services or for outreach and recruitments purposes and cannot be a stand-alone service.

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7. Applicant must submit documentation of evidence-base, research or information on each proposed program with a curriculum by completing the **Exhibit H, PEI Evidence-Based Program Ranking Tool.** Grantee may not provide programming with empirical evidence or theoretical basis indicating that the practice constitutes a risk of harm to those receiving it.
8. Grantee must ensure services are easily accessible to Youth. Applicant must offer programming at times and places that meet the needs of local Youth. In addition, the Grantee must address any Youth transportation barriers or needs, and coordinate or provide transportation of Youth to participate in CYD activities. Transportation costs are reimbursable under this RFA.
9. Grantee must outline educational benefits of any planned field trips and how the field trips align with the goals of CYD in their Project Work Plan. Field trips must not expose the Participants to any unnecessary safety risks. Grantees are responsible for securing any necessary permission from Participant Caregivers related to travel or field trips.
10. Services are intended to be face-to-face in person. DFPS requires justification for any proposed virtual services.

2.5.11 Recruitment and Outreach

A. Applicants should develop outreach plans and strategies to connect to eligible Youth. In addition to standard means of program outreach and marketing, such as Program Staff giving out brochures, utilizing social media, and sharing program information at events, outreach to eligible Families within the community should involve innovative and targeted approaches. Innovative means could include, but are not limited to, use of Youth or alumni to distribute program material and hosting community awareness seminars.

B. Applicants should propose how they will alleviate barriers to engagement and participation. Outreach and retention plans should include consideration of Community context and information gathered from the CSNA such as Youth with the potential to be underrepresented in programming such as young men or Youth of color. The Applicant should elaborate on the proposed incentives, how they were chosen, and how they will benefit the Participants and CYD. For information on effective incentive types and strategies, please consult the field guide and webinar slides available here: http://www.buildingbetterprograms.org/2016/12/14/using-incentives-in-human-services-field-guide-literature-review-and-webinar/.

C. Grantee must add their services to their Region's 2-1-1 Area Information Center and must update their information appropriately within 30 days of any changes in the scope of their program. Subawardee information should also be available on the Texas 2-1-1 website.

2.5.12 Service Authorization and Enrollment

Grantee must have an enrollment process to include completion of the PEI enrollment form, which includes service authorization and Primary Caregiver's signed consent to participate, a review of eligibility criteria, and any additional surveys and assessments as required by PEI. Grantee is required to complete all fields of program forms in their entirety, including any social security number fields. If a participant refuses to provide their social security number

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or any other required fields, Grantee must document refusal on the form. The expectation is that Grantees make a good faith effort to obtain social security numbers and other information listed on the program form. Items with an asterisk on program forms are required fields in the database; however, the expectation is that the form is completed thoroughly. Primary Caregivers must sign program forms giving consent for services prior to the provision of services. Applicant must document their enrollment process in **Exhibit D, Project Work Plan.**

2.5.13 Annual Data Authorization

Grantee must obtain a new data authorization form for each Participant either each fiscal year or program year after beginning services, or on each one-year anniversary of enrollment in the program, for as long as they continue to receive services.

2.5.14 Close of Program Participation

Grantee must have a closure process to include collection of any required surveys and documenting any additional referrals. Grantee must document closure through the discharge form and in the PEIRS database or other data reporting tools. Youth who have not received services in over 90 days should be discharged from the program.

2.5.15 Required Record Keeping

Participant case records and Grantee service documentation must be maintained by Grantee in order maintain details of services requested by DFPS and to support programming efforts and improvements.

A. Applicant will track all CYD activities provided in accordance with the Applicant's approved **Exhibit D, Project Work Plan**.
B. Applicant must ensure that all service documentation is complete, accurate, and maintained in an organized fashion.
C. Applicant must maintain records in a manner which protects the confidentiality of the Families being served.
D. The Applicant must maintain individual Participant records.
E. The Applicant must ensure compliance with all record keeping requirements stated in this document.
F. All records must be maintained in a central location and made available and accessible to DFPS without limitations.
G. Records may be maintained electronically; however, Applicant must be able to promptly produce an easily-legible hard copy of any records, if requested by DFPS. Any records maintained electronically must be able to be produced in a portable format such as a Comma Separated Values (CSV) file.
H. Referrals Tracking

    1. Grantee must develop and maintain a tracking system to record Participants referred to the Grantee for CYD. Documentation must include:
        a. Date of Referral;
        b. Origin of the Referral;
        c. Participant eligibility for services; and

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d. Date Participant began program.

2. Grantee must also track reasons that services were not provided or that a Participant did not engage in the program or was determined to be ineligible.

I. Participant Case Record and Service Documentation

1. Grantee must maintain the following forms in the Participant record:

a. Enrollment form;

b. Annual Data Authorization form;

c. Required PEI assessments and surveys;

d. Assessments and surveys required by agency and Program Model (if applicable);

e. Service activity documentation; and

f. Service referrals.

2.5.16 Surveys

A. Prior to service delivery, the Grantee will provide a pre-service survey to the Youth. The survey may be provided either shortly before or at the beginning of services. Grantee must enter the survey data into the PEIRS database within the required data entry timeframe.

B. Grantee will provide a post-service survey to the Youth when the Youth completes the program or on an annual basis from the time that services began. Grantee must make a concerted effort to have the Youth complete a post-survey if they leave the program prior to completion. Applicant must enter the survey data into the PEIRS database within the required data entry timeframe (no later than thirty calendar days following the close of the month in which the survey was administered.)

C. Grantee will complete the Program Experience Survey with Index Youth when exiting the program, including those Participants who have completed the program and those who are exiting early.

D. DFPS will provide direction to Grantee on which pre- and post-surveys to administer to Index Youth.

2.5.17 Community and Systems Support Requirements

A. Local Coalition Overview

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1. Grantee must create or participate in an existing community-based collaborative, coalition, committee or group. The Local Coalition may be exclusively focused on CYD services, or it may have a broader Community mission with CYD as one focus area. It is up to the Applicant to choose the structure that will best meet the needs of the community.
2. While a Local Coalition may have many goals, Youth must be actively involved in collaborative leadership and decision-making. Youth should assume shared responsibility with appropriate levels of support and should carry out Youth-initiated activities. The Applicant should reference Hart's Ladder of Participation for more information. Examples may include: Youth research locations for a community event and present to the group for shared decision-making, Youth develop a new program flyer and present to coalition for input, Youth are responsible for sharing YAC activities in the last quarter, Youth co-lead or lead coalition.

B. Local Coalition Goals:
   1. Review and assist with the CSNA to determine program gaps and opportunities to meet the needs of the Community and avoid duplication of existing services.
   2. Determine how to integrate and promote CYD into the Community. Examples may include: outreach events, community events, utilizing existing resources, identifying external funding sources, and connecting to community stakeholders and other existing family support systems.
   3. Encourage collaboration among area agencies to provide an integrated means of identifying barriers to program delivery and finding solutions to these barriers, providing a diverse menu of resources to meet a range of Youth and family needs. Examples of barriers may include: transportation, basic needs, child care for younger siblings of Participants or when there is a programming need, recruitment, retention or timing and location of programming.
   4. Work collectively to promote Positive Youth Development in the Community. Examples may include: participation in community-wide prevention and awareness efforts such as local Youth mental health, healthy relationships, substance abuse, human trafficking, and Youth safety.
   5. Include diverse social service agency representatives such as Texas Juvenile Justice Division (TJJD), Child Protective Services (CPS), CYD Grantees, other PEI and DFPS Grantees who are serving the same geographic area as the Grantee, local school representatives, community resource and collaboration group (CRCG) members, mental and physical healthcare service providers, law enforcement, as well as area residents and service recipients, businesses, the faith-based community, community leaders and Youth. A local coalition does not consist of CYD Grantees alone.

C. Other Local Coalition Requirements

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1. Each fiscal year through an **Exhibit D, Project Work Plan** update, Grantee must submit goals and plans for the Local Coalition, including how any recommendations from the most recent CSNA will be incorporated into coalition efforts. Updates about the Local Coalition activities must be submitted to PEI in the quarterly reports including participation by active members and how coalition efforts are responding to the ongoing needs of CYD services.
2. Applicant should include a proposed collaboration plan in the Application that includes a list of entities that will participate in the Local Coalition.
3. The Local Coalition must meet at least once per calendar quarter.
4. The Applicant should choose a name that best fits the Local Coalition.

2.5.18 Collaborating with PEI Grantees within Service Delivery Area (SDA)

A. Applicant must work with PEI Grantees within the SDA in addition to PEI Grantees in the region and develop a plan for partnerships within 60 calendar days of the Grant Agreement execution. One example is a non-binding Memorandum Of Understanding (MOU), see this resource published by the Administration for Children and Families: https://www.acf.hhs.gov/sites/default/files/fysb/mou_508.pdf. Applicant must outline plan for work with other PEI Grantees within the service area in the **Exhibit D, Project Work Plan.**

B. CYD Grantee must partner and collaborate with their local Family and Youth Success program (FAYS). The FAYS program (previously known as STAR) is a PEI program available in each county statewide. The FAYS program provides crisis intervention, one-on-one and Family coaching and counseling, Youth life skills, parenting classes, and emergency care to Youth and their Families. To learn more about the FAYS program in your community visit the Help and Hope website: http://www.helpandhope.org/.

C. Through partnership and awareness of other Grantees' service array, Applicant will avoid duplication of services and create a continuum of services in the community. Grantee must try to avoid duplication of any existing State or federal programs. To learn more about other PEI Grantees in your community visit: https://www.dfps.state.tx.us/Prevention_and_Early_Intervention/About_Prevention_and_Early_Intervention/programs.asp

2.5.19 Performance Reporting for Cross-systems Efforts

The table below outlines the primary methods of tracking and evaluating the Applicant's CYD-focused collaboration efforts. Applicants should demonstrate existing systems in place to conduct such evaluation efforts, and the fruits of such efforts.

Table 4	Cross-systems Activities
Activity	**Reporting**
Coalition or Collaboration Meetings, topics, number of attendees.	Reported monthly in PEIRS "Events" tab of primary workflow
Coalition or Collaboration Meeting minutes.	Attached to Quarterly Program Report

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Documented actions undertaken by coalition and Community-level efforts.	Reported Quarterly in Quarterly Program Report
Joint efforts undertaken through new and ongoing relationships, including agreements established to coordinate resources and activities.	Reported Quarterly in Quarterly Program Report

2.5.20 Performance Measures

A. Through the negotiation process, Outputs and Outcomes related to service provision will be identified. Some identified Outputs and Outcomes will be required by every Grantee.

B. Required Outputs and Outcomes will be tracked through PEIRS and other reports developed and maintained by DFPS. PEI Program Specialist staff will provide Outcome data from PEI Research and Evaluation staff directly to Grantees when data is available.

C. Examples of measures likely to be incorporated into all CYD Grants include, but are not limited to:

Table 5
Grantee Target Outputs and Outcomes

Outputs/Outcomes Defined	Target Output/Outcome (or %)
Output 1: Expected average number of Index Youth served annually.	Applicant will propose the number of Index Youth served annually. *
Output 2: Expected number of Index Youth served during the school year (September – May).	Applicant will propose the number of Index Youth served during the school year (September – May). *
Output 3: Expected number of Index Youth served during the summer (June-August)	Applicant will propose the number of Index Youth served during the summer (June-August) *
Output 4: Index Youth will complete the PEI Program Experience Survey at Discharge	50%
Output 5: Index Youth will complete a matching pre-service and post-service survey as designated by PEI	60%
Outcome 1: 10-17-year-old Index Youth will not engage in delinquent behavior.	100%
Outcome 2: Index Youth report positive outcomes in at least one domain of the Program Experience Survey at discharge	80%
Outcome 3: Index Youth improve in at least one domain or area of the survey chosen by PEI between pre- and post-service	75%

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* Outputs are subject to negotiation based on available funds and DFPS requirements

2.5.21 PEIRS Database

A. Grantees must enter all service data for Participants served through CYD into the PEIRS database. Data entered into the PEIRS database includes Participant enrollment information, service data, and outcomes data (may include survey and assessment data.)

B. Grantees must ensure accurate data entry into the PEIRS database and must enter all data for a specific month into the system no later than thirty (30) calendar days following the close of the month in which an enrollment occurred, services were provided, or a Family was discharged.

C. Grantees must use a secure internet connection to complete PEIRS data entry and ensure that computer equipment used for data entry meets minimum requirements established by DFPS for efficient connection to the PEIRS database (at the time of this RFA, Internet Explorer 11 or higher or Google Chrome 47 or higher).

D. For any person to be approved for database access, prior DFPS and criminal background check clearance must be obtained and completed every two years.

E. Any person given permission to enter or view CYD data must adhere to DFPS rules, regulations and standards for confidentiality, security and integrity of program data. See **Exhibit C, DFPS Grant Supplemental and Special Conditions**.

F. DFPS requires annual cybersecurity training for all CYD staff who access the PEIRS database. Information on training requirements can be found at the following link: https://www.dfps.state.tx.us/Prevention_and_Early_Intervention/Providers/cybersecurity.asp

2.5.22 Required Reports

Grantee is required to submit PEI quarterly reports to provide ongoing information regarding implementation efforts, achievements, and challenges. Quarterly reports are due as follows:

A. Quarter 1 (September, October, November), Due January 15th
B. Quarter 2 (December, January, February), Due April 15th
C. Quarter 3 (March, April, May), Due July 15th
D. Quarter 4 (June, July, August and Annual), Due October 15th

If the due date is on a weekend or holiday, the report is due the first business day following the weekend or holiday.

2.5.23 Background Checks

Grantee will comply with the Background History Checks and Right of Removal found in **Exhibit B, DFPS Grant Uniform Terms and Conditions, Section VII. C.**

Before the employee, Subgrantee or volunteer can provide direct services, have direct contact with a Participant or access Participant records, the Grantee must receive notice from DFPS that the background check has been approved.

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2.5.24 Required Personnel Records

Evidence of the Grantee's minimum requirements for employees, Subawardees, and volunteers with regards to qualifications, individual files for each employee, Subawardee and volunteer must include, at a minimum:

1. Documentation clearly establishing that the Applicant's Program Staff meet the minimum qualifications as required*;
2. Background checks requirements;
3. Business files to support compliance with insurance requirements; and
4. Completed training.

*An employee, Subawardee or volunteer's qualifications are substantiated through records that include, but are not limited to, the job description, transcripts or degree certifications, and a resume.

2.5.25 Financial Requirements

Grantee must create and maintain reliable and accurate records to support all actions related to invoicing, payments and adjustments for services provided to CYD Participants. Records must include at a minimum, but are not limited to the following:

1. Copy of all Invoices submitted by the Applicant;
2. Signed Form 4116, State of Texas Purchase Voucher;
3. Documentation to include: Form 2030, Monthly mileage log, monthly Participant activity log, incentives log; and
4. Any other documentation to support an expense billed to the Grant.

2.5.26 Billing Requirements

A. PEI will pay Grantee on a monthly cost-reimbursement basis in response to an Invoice and purchase voucher.

B. Grantee will submit an Invoice and purchase voucher in the PEIRS database monthly, no later than the last day of the month following that in which the expenditure occurred. If the last day falls on a weekend or holiday, the documents are due the next Business Day.

C. Grantee shall submit a final close-out Invoice in the PEIRS database not later than forty-five (45) calendar days following the end of the term of the Grant Agreement. Reimbursement requests received more than forty-five (45) calendar days following the termination of the Grant Agreement may not be paid.

D. PEI will pay Grantee from available funds for services rendered in accordance with the terms of the Grant Agreement upon receipt of a proper and verified statement and after deduction of any known previous overpayment made by DFPS.

2.5.27 Additional Program Requirements

A. Grantee is responsible for remaining current with and following all policy updates and clarifications issued by DFPS during the Period of Performance.

B. Grantee must participate in webinars, trainings and conference calls as scheduled by DFPS. Grantee must ensure at least one staff member who is knowledgeable about the

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program and is authorized to make decisions attends the webinar, training or conference call.

2.5.28 Use of Subawards

A. Grantee may provide or Subaward for the provision of direct services as described within the RFA. Subawardees providing services under this RFA shall meet the same requirements and level of experience as required of the Applicant.

B. No Subaward under the RFA shall relieve the Grantee of the responsibility for ensuring the requested services are provided according to required standards.

C. Application will include work to be performed by Subawardees and will include proposed Subawardee budget or budgets. Grantee will award Subawards based on its own internal policies and processes. Grantee will notify DFPS in writing if the Subawardee changes.

D. Any changes in Subaward SDA must be negotiated between the Grantee and their Subawardee and reported to DFPS. Any changes to the type of services provided, or requiring a new Subaward, must be approved in advance by DFPS.

E. If any Subaward is terminated, and the Grantee has not fully expended the funds obligated to the Subaward during the grant year, the Grantee has a maximum of 60 days to find a replacement Subawardee and obligate those funds in a manner consistent with the purposes of CYD.

2.5.29 Transition Plan

At the end of the Period of Performance, including renewals if any, or other Grant termination or cancellation, the Grantee will, in good faith and in reasonable cooperation with PEI, aid in transition to any new arrangement or provider of services.

2.6 PROHIBITIONS

Grant funds must not be used to support the following services, activities, and costs:

1. Inherently religious activities such as prayer, worship, religious instruction, or proselytization;
2. Lobbying;
3. Any portion of the salary of, or any other compensation for, an elected or appointed government official;
4. Vehicles or equipment for government agencies that are for general agency use;
5. Weapons, ammunition, tracked armored vehicles, weaponized vehicles or explosives;
6. Admission fees or tickets to any amusement park, recreational activity or sporting event **unless such costs are incurred for components of a program approved by the grantor agency and are directly related to the program's purpose**;
7. Promotional gifts;

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8. Food, meals, beverages, or other refreshments, except for eligible per diem associated with Grant-related travel, where pre-approved for working events, or **approved by the grantor agency and are directly related to the program's purpose;**

9. Membership dues for individuals **except where approved by the grantor and required for program implementation**

10. Any expense or service that is readily available at no cost to the Grant project;

11. Any use of Grant funds to replace (supplant) funds that have been budgeted for the same purpose through non-Grant sources;

12. Fundraising;

13. The acquisition or construction of facilities; or

14. Any other prohibition imposed by federal, State, or local law.

2.7 STANDARDS

Grantees must comply with the requirements applicable to this funding source cited in the *Uniform Administrative Requirements, Cost Principles, and Audit Requirements* for Federal Awards (2 CFR 200); the *Uniform Grant Management Standards (UGMS)*, and all statutes, requirements, and guidelines applicable to this funding.

Grantees are required to conduct Project activities in accordance with federal and State laws prohibiting discrimination. Guidance for adhering to non-discrimination requirements can be found on the Health and Human Services Commission (HHS) Civil Rights Office website at: HHS Civil Rights Office.

Upon request, a Grantee must provide the HHS Civil Rights Office with copies of all the Grantee's civil rights policies and procedures. Grantees must notify HHS's Civil Rights Office of any civil rights complaints received relating to performance under the Grant Agreement no more than 10 calendar days after receipt of the complaint. Notice must be directed to:

HHS Civil Rights Office
701 W. 51st Street, Mail Code W206
Austin, TX 78751
Phone Toll Free (888) 388-6332
Phone: (512) 438-4313
TTY Toll Free (877) 432-7232
Fax: (512) 438-5885

A Grantee must ensure that its policies do not have the effect of excluding or limiting the participation of persons in the Grantee's programs, benefits or activities on the basis of national origin, and must take reasonable steps to provide services and information, both orally and in writing, in appropriate languages other than English, in order to ensure that

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persons with limited English proficiency are effectively informed and can have meaningful access to programs, benefits, and activities.

Grantees must comply with Executive Order 13279, and its implementing regulations at 45 CFR Part 87 or 7 CFR Part 16, which provide that any organization that participates in programs funded by direct financial assistance from the U.S. Dept. of Agriculture or U.S. Dept. of Health and Human Services must not, in providing services, discriminate against a program beneficiary or prospective program beneficiary on the basis of religion or religious belief.

2.8 NO GUARANTEE OF VOLUME, USAGE OR COMPENSATION

DFPS makes no guarantee of volume, usage, or total compensation to be paid to any Applicant under any Awarded Grant, if any, resulting from this RFA. Any Awarded Grant is subject to appropriations and the continuing availability of funds.

DFPS reserves the right to cancel, make partial Award, or decline to Award a Grant under this RFA at any time at its sole discretion.

There should be no expectation of additional or continued funding on the part of the Grantee. Any additional funding or future funding may require submission of an Application through a subsequent RFA.

ARTICLE III. ADMINISTRATIVE INFORMATION

3.1 SCHEDULE OF EVENTS

EVENT	DATE/TIME
RFA Release Date	September 21, 2020
Applicant Webinar	October 5, 2020 at 11:00am Central Time
Deadline for Submitting Questions	October 19, 2020 at 2:00pm Central Time
Tentative Answers to Questions Posted	October 28, 2020
Deadline for submission of Grant Applications [NOTE: Applications must be RECEIVED by HHS by the deadline.]	**December 14, 2020 at 2:00pm Central Time**
Anticipated Notice of Award	June 24, 2020
Anticipated Grant Agreement Start Date	September 1, 2020

Note: These dates are a tentative schedule of events. DFPS reserves the right to modify these dates at any time upon notice posted to the HHS Grants website. Any dates listed after the

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Grant Application deadline will occur at the discretion of the DFPS and may occur earlier or later than scheduled without notification on the HHS Grants website.

3.2 CHANGES, AMENDMENT OR MODIFICATION TO RFA

DFPS reserves the right to change, amend or modify any provision of this RFA, or to withdraw this RFA, at any time prior to Award, if it is in the best interest of DFPS and will post such on the HHS Grants website. It is the responsibility of Applicant to check the HHS Grants website to ensure full compliance with the requirements of this RFA.

3.3 IRREGULARITIES

Any irregularities or lack of clarity in this RFA should be brought to the attention of the Point of Contact listed in **Section 3.4.1** as soon as possible so corrective addenda may be furnished to prospective Applicants.

3.4 INQUIRIES

3.4.1 Sole Point of Contact

All requests, questions or other communication about this RFA shall be made in writing to the sole point of contact addressed to the person listed below. All communications between Applicants and DFPS staff members concerning the RFA are strictly prohibited, unless noted elsewhere in this RFA. **Failure to comply with these requirements may result in disqualification of Applicant's Grant Application.**

Jennifer Kim, CTCD, CTCM
Health and Human Services Commission
1100 West 49th Street; Mail Code 2020
Building S
Austin, TX 78756
Jennifer.kim@hhs.texas.gov

3.4.2 Prohibited Communications

All communications between Applicants and DFPS staff members concerning the RFA may not be relied upon and Applicant should send all questions or other communications to the sole point of contact. This restriction does not preclude discussions between affected parties for the purposes of conducting business unrelated to this RFA. **Failure to comply with these requirements may result in disqualification of Applicant's Grant Application.**

3.4.3 Questions

DFPS will allow written questions and requests for clarification of this RFA. Questions must be submitted in writing and sent by U.S. First class mail or email to the sole point of contact listed in **Section 3.4.1** above. Applicants' names will be removed from questions in any Applications released. Questions shall be submitted in the following format. Submissions that deviate from this format may not be accepted:

1. Identifying RFA number

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2. Section Number
3. Paragraph Number
4. Page Number
5. Text of passage being questioned
6. Question

Note: Questions or other written requests for clarification must be received by the Point of Contact by the deadline set forth in Section 3.1 above. However, DFPS, at its sole discretion, may respond to questions or other written requests received after the deadline. Please provide entity name, address, phone number; fax number, e-mail address, and name of Contact person when submitting questions.

3.4.4 Clarification Request Made by Applicant

Applicants must notify the sole point of contact of any ambiguity, conflict, discrepancy, exclusionary specifications, omission or other error in the RFA in the manner and by the deadline for submitting questions.

3.4.5 Responses

Responses to questions or other written requests for clarification will be posted on the HHS Grants website. DFPS reserves the right to amend answers prior to the deadline of Grant Applications. Amended answers will be posted on the HHS Grants website. It is Applicant's responsibility to check the websites or contact the sole point of contact for updated responses. DFPS also reserves the right to provide a single consolidated response of all similar questions in any manner at DFPS' sole discretion.

3.4.6 Applicant Webinar

DFPS will conduct an **optional** pre-submittal Applicant webinar on October 5, 2020 at 11:00am Central Time. Applicants may register for this optional webinar here https://attendee.gotowebinar.com/register/4735615681446839312

3.5 GRANT APPLICATION COMPOSITION

All Applications must be:

1. Clear and legible;
2. Sequentially page-numbered and include the Applicant's name at the top of each page;
3. Organized in the sequence outlined in Article IX - Submission Checklist;
4. In Arial or Verdana font, size 11 or larger for normal text, no less than size 10 for tables, graphs, and appendices;
5. Blank forms provided in the Exhibits must be used (electronic reproduction of the forms is acceptable; however, all forms must be identical to the original form(s) provided); do not change the font used on forms provided;
6. Correctly identified with the RFA number and submittal deadline;

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7. Responsive to all RFA requirements; and
8. Signed by an authorized official in each place a signature is needed.

3.6 GRANT APPLICATION SUBMISSION AND DELIVERY

3.6.1 Deadline

Grant Applications must be received at the address in **Section 3.6.3** time-stamped by HHS no later than the date and time specified in **Section 3.1**.

3.6.2 Labeling

Grant Applications shall be placed in a sealed box or envelope and clearly labeled as follows:

RFA NO.: **HHS0008417**
RFA NAME: **DFPS CYD GRANT APPLICATION**
GRANT APPLICATION DEADLINE: **December 14, 2020 at 2:00pm Central Time**
ATTN: **Jennifer Kim**

HHS will not be responsible for any Grant Application that is mishandled prior to receipt by HHS. It is Applicant's responsibility to mark appropriately and deliver the Grant Application to HHS by the specified date and time.

3.6.3 Delivery

Applicant must correctly deliver Application by one of the methods below. Applications submitted by any other method (e.g. facsimile, telephone, email) will NOT be considered.

1. Submission Option #1: Applicant shall submit the following through the Online Bid Room utilizing the procedures in **Exhibit I, Online Bid Room**:
   a. One file named "Original Application" that contains the Applicant's entire Application in searchable portable document format (PDF).
   b. In accordance with Section 8.1.4, one file named "Public Information Copy" that contains the Applicant's entire Application in searchable PDF, if applicable.
2. Submission Option #2: Applicant shall submit the following on two USB drives – One (1) labeled "Original" and One (1) labeled "Copy"- to the mailing address identified in this section:
   a. Each USB must contain one file named "Original Application" that contains the Applicant's entire Application in searchable portable document format (PDF).
   b. In accordance with Section 8.1.4, one file named "Public Information Copy" that contains the Applicant's entire Application in searchable PDF, if applicable.

   To be delivered by U.S. Postal Service, overnight or express mail, or hand delivery to:

HHS Procurement and Contracting Services (PCS)
Bid Room
Attn: Jennifer Kim, CTCD, CTCM
Health and Human Services Commission
1100 West 49th Street; Mail Code 2020
Building S

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Austin, TX 78756

Note: All Grant Applications become the property of HHS after submission and will not be returned to Applicant.

3.6.4 Alterations, Modifications, and Withdrawals

Prior to the Grant Application submission deadline, an Applicant may: (1) withdraw its Grant Application by submitting a written request to the sole point of contact identified in **Section 3.4.1**; or (2) modify its Grant Application by submitting a written Amendment to the sole point of contact identified in **Section 3.4.1**. DFPS may request Grant Application Modifications at any time.

ARTICLE IV. GRANT APPLICATION EVALUATION AND AWARD PROCESS

4.1 GENERALLY

Those Applicants selected through the evaluation process will be invited to submit additional information and to participate in a negotiation process which will determine final selection. The specific dollar amount Awarded to each successful Applicant will depend upon the merit and scope of the Application and negotiations and available funds. Funded amounts may differ from those requested. Not all Applicants who are deemed eligible to receive funds are assured of receiving an Award. To allow for potential increases in funding during the Grant life cycle, this RFA is valued at up to $52,500,000 for the five-year period. PEI expects to Award multiple Grants but only one Grant for a service area.

The final funding amount and the provisions of the Grant Agreement will be determined at the sole discretion of DFPS.

4.2 ELIGIBILITY SCREENING

Applications will be reviewed for minimum qualifications (see **Section 2.3 Eligible Applicants**) and completeness. All complete Applications meeting the minimum qualifications will move to the Evaluation stage.

4.3 EVALUATION

Applications will be evaluated and scored in accordance with the factors required by the CYD Grant program and other factors deemed relevant by DFPS.

DFPS will select Applicants to receive Awards based on eligibility criteria, facility type, staffing requirements, SDA, geographical distribution, scores, Best Value factors, and the best interest of the State.

4.3.1 Specific Selection Criteria

Grant Applications shall be evaluated based upon and using **Exhibit J, Evaluation Score Tool**:

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1. Applicant's Background and Experience (20 %)
2. Needs Assessment and Goals (15%)
3. Program Delivery (45 %)
4. Financial Stability (10%)
5. Reasonable Project Cost (10%)

4.4 FINAL SELECTION

After initial screening for eligibility, Application completeness, and scoring of the elements listed above in **Section 4.3.1**, a selection committee will look at all eligible Applicants to determine which Applications should be Awarded to most effectively accomplish state priorities. The selection committee will recommend Grant Awards to the DFPS Commissioner, who will make the final Award approval.

DFPS will make all final funding decisions based on eligibility, geographic distribution across the State, state priorities, reasonableness, availability of funding, and cost-effectiveness.

4.5 NEGOTIATION AND AWARD

4.5.1 Negotiations

The specific dollar amount Awarded to each Grantee will depend upon the merit and scope of the Application, the recommendation of the selection committee, the number of selected Applicants, and the decision of the DFPS Commissioner. Not all Applicants who are deemed eligible to receive funds are assured of receiving an Award.

The negotiation phase will involve direct contact between the Grantee and HHS PCS and DFPS representatives via web conference, phone and email. During negotiations, Grantees may expect:

1. An in-depth discussion of the submitted Application and budget; and
2. Requests from DFPS for clarification or additional detail regarding Application.

The final funding amount and the provisions of the Grant Agreement will be determined at the sole discretion of DFPS staff.

4.5.2 Exceptions

Any exceptions to the requirements, terms, conditions, or certifications in the RFA or Exhibits, Addendums, or revisions to the RFA or Uniform Terms and Conditions, sought by the Applicant, must be specifically detailed in writing by the Applicant on **Exhibit K, Exceptions Form** in this Application and submitted to HHS for consideration. DFPS will accept or reject each proposed exception. DFPS will not consider exceptions submitted separately from the Application or at a later date.

4.5.3 Posting Awards

HHS will post to the HHS Grants website and may publicly announce a list of Applicants whose Applications are selected for final Award. This posting does not constitute DFPS' agreement with all the terms of any Applicant's Application and does not bind DFPS to enter into a Grant Agreement with any Applicant whose Award is posted.

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4.6 QUESTIONS OR REQUESTS FOR CLARIFICATION BY DFPS

DFPS reserves the right to ask questions or request clarification from any Applicant at any time during the Application process.

ARTICLE V. NARRATIVE APPLICATION

5.1 NARRATIVE APPLICATION

Utilizing the Exhibits attached to this RFA, Applicants will describe the proposed services, processes, and methodologies for meeting all components described in **Article II**, including the Applicant's approach to meeting RFA requirements. Applicant should identify all tasks to be performed, including all project activities, to take place during the Period of Performance. Applicant will also include all documents requested as part of completing forms to demonstrate fulfilling **Article II** requirements.

5.1.1 Executive Summary

Applicant will complete **Exhibit L, Executive Summary** attached to this RFA. Applicants will provide a high-level overview with a broad understanding of the Applicant's approach to meeting the RFA's business requirements. The summary should demonstrate an understanding of DFPS's goals and objectives of this RFA. The Applicant should address program goals and propose at least three objectives for the proposed program. Applicant should limit the Executive Summary to one page.

5.1.2 Program Narrative

Applicant will complete **Exhibit M, Program Narrative** attached to this RFA. Applicant will provide a detailed description of the Applicant's background and experience. Application should support all the business activities and requirements described in this RFA. The detailed description should reflect a clear understanding of the work undertaken. The Program Narrative should not exceed fifteen (15) pages (excluding Attachments).

5.1.3 Project Work Plan

Applicant will complete **Exhibit D, Project Work Plan** attached to this RFA. Applicant will describe its plan for service delivery to the eligible service population in the proposed SDA to meet all the requirements outlined in Article II. Applicant will also include all documents requested as part of completing **Exhibit D, Project Work Plan** to demonstrate fulfilling Article II requirements.

5.1.4 Subawards

Applicant should identify any Subawards whom Applicant intends to award to provide CYD services. Provide this information in **Exhibit D, Project Work Plan**.

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ARTICLE VI. REQUIRED APPLICANT INFORMATION

6.1 ADMINISTRATIVE ENTITY INFORMATION

Applicant must provide satisfactory evidence of its ability to manage and coordinate the types of activities described in this RFA and to produce the specified goods or services on time. As a part of the Grant Application requested in Article III, Applicant must provide the following information:

6.1.1 Applicant Information (Face Page)

Use **Exhibit N, Applicant Information (Face Page)** to complete basic information about the Applicant and project, including the signature of the authorized representative. The face page is the cover page of the Application and must be completed in its entirety.

6.1.2 Governmental or Non-Profit Information

1. Complete **Exhibit O-1, Governmental Entity Information** if Applicant is governmental entity; or
2. Complete **Exhibit O-2, Non-Profit Entity Information** if Applicant is a non-profit entity.

6.1.3 Grantee Payment Set Up and Direct Deposit

Use **Exhibit P, Texas Application for Payee Identification Number and Direct Deposit Authorization** to provide information required for DFPS to establish the Texas Identification Number (TIN) and direct deposit for a successful Applicant.

6.1.4 Administrative Information

Use **Exhibit Q, Administrative Information** to provide information regarding identification and contract or grant history of the Applicant, executive management, project management, governing board members, and principal officers. Respond to each request for information or provide the required supplemental document behind this form. If Applications require multiple pages, identify the supporting documentation with the applicable request.

6.2 LITIGATION AND CONTRACT HISTORY

Applicant must include in its Grant Application a complete disclosure of any alleged or significant contractual failures, including any that occurred between Applicant and DFPS. In addition, Applicant must disclose any civil or criminal litigation or investigation over the last five (5) years that involves Applicant or in which Applicant has been found guilty or liable including any allegations of such that are currently pending.

Applicant must also disclose any settlement agreements entered into in the last five (5) years related to alleged contractual failures. Failure to comply with the terms of this provision may disqualify Applicant. Grant Application may be rejected based upon Applicant's prior history with the State of Texas or with any other party that demonstrates, without limitation, unsatisfactory performance, adversarial or contentious demeanor, or significant failure(s) to meet contractual obligations.

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Failure to comply with the terms of this provision may disqualify Applicant. Grant Application may be rejected based upon Applicant's prior history with the State of Texas or with any other party that demonstrates, without limitation, unsatisfactory performance, adversarial or contentious demeanor, or significant failure(s) to meet contractual obligations. Applicant should provide this information in **Exhibit Q, Administrative Information.**

6.3 CONFLICTS

Applicant must certify that it does not have any personal or business interests that present a conflict of interest with respect to the RFA and any resulting Grant Agreement. Additionally, if applicable, the Applicant must disclose all potential conflicts of interest. The Applicant must describe the measures it will take to ensure that there will be no actual conflict of interest and that its fairness, independence and objectivity will be maintained. DFPS will determine to what extent, if any, a potential conflict of interest can be mitigated and managed during the term of the Grant Agreement. Failure to identify actual and potential conflicts of interest may result in disqualification of a Grant Application or termination of a Grant Agreement.

Please include any activities of affiliated or parent organizations and individuals who may be assigned to this Grant Agreement, if any. Provide this information in **Exhibit Q, Administrative Information.**

Additionally, pursuant to Texas Government Code 2252.908, a Successful Applicant Awarded a Contract greater than $1 million dollars or awarded a Contract that would require the Successful Applicant to register as a lobbyist under Texas Government Code Chapter 305, must submit a disclosure of interested parties to DFPS at the time the business entity submits the signed Contract. Rules and filing instructions may be found on the Texas Ethics Commission's public website and additional instructions will be given by HHS to Successful Applicants.

6.4 INTERNAL CONTROLS STRUCTURE QUESTIONNAIRE. (ICSQ)

Exhibit R, ICSQ for Cost Reimbursement Grant including all required attachments must be included in the Application.

6.5 AFFIRMATIONS AND CERTIFICATIONS

Applicant must **execute** and return all the following listed Exhibits.

1. Exhibit A, Affirmations and Grant Opportunity Acceptance;
2. Exhibit R, ICSQ for Cost Reimbursement Grant;
3. Exhibit S, Assurances Non-Construction Programs; and
4. Exhibit T, Certification Regarding Lobbying

6.6 HUB

If a Successful Applicant chooses to contract for goods and services using the funding Awarded in this Grant, DFPS encourages the Applicant to use HUBs to provide those goods and services where possible.

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ARTICLE VII. EXPENDITURE PROPOSAL

7.1 EXPENDITURE PROPOSAL

A. Attached **Exhibit U, Expenditure Proposal** of this RFA includes the template for submitting the Expenditure Proposal. Applicants must complete this form and place it in a separate, sealed package, clearly marked with the Applicant's name, the RFA number, and the RFA submission date if utilizing option 2 under 3.6.3. Delivery.

B. Expenditure Proposal should include the costs of services listed in **Article II, Scope of Work** and shall include. all labor, materials, tools, supplies, equipment, and personnel, including, but not limited to, travel expenses, associated costs and incidental costs necessary to provide the products and services according to the minimum specifications, requirements, provisions, terms, and conditions set forth in this RFA.

C. The Expenditure Proposal should indicate the necessary expenses on the proposed budget tab along with a narrative description of the methodology used to calculate the costs.

D. Applicants should demonstrate that project costs outlined in the Expenditure Proposal are reasonable, allowable, allocable, and developed in accordance with applicable State and federal Grant requirements. Guidelines for allowable food costs are included as **Exhibit V, CYD Guidelines for Allowable Food Costs** to this RFA.

E. Administrative or overhead costs should be capped at no more than 25% of total budget. Administrative costs include, but are not limited to, the following: administrative payroll and fringe benefits; personnel functions; maintenance and operation of administrative space and property; data processing and computer services; accounting; budgeting; and auditing. This applies to both the Applicant and Subawards.

F. Cost Allocation Plan

1. When costs are distributed between multiple programs or cost centers, the Applicant must develop and submit a Cost Allocation Plan with its Application to ensure all costs are allocated properly with attention to personnel, building costs, and equipment. Applicant should refer to 2 CFR 200 for details regarding cost allocation plans.

2. When line item costs are distributed between multiple programs or cost centers, the Applicant must provide a description of the allocation methodology used, including specific program areas involved, justification of the allocation methodology, formulas, and a summary of the percentages of the costs charged all programs.

G. PEI will review costs for compliance with UGMS and 2 CFR 200. The more stringent of these two requirements will be applied in the event of any conflict.

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ARTICLE VIII. GENERAL TERMS AND CONDITIONS

8.1 GENERAL CONDITIONS

8.1.1. Amendment

HHS reserves the right to change, amend or modify any provision of this RFA, or to withdraw this RFA, at any time prior to award, if it is in the best interest of HHS. Any such revisions will be posted as addenda on the **HHS Grant Website** thus becoming part of the original RFA. Applicants must return each addendum acknowledgment form as instructed, failure to do so may result in disqualification of Application. It is the responsibility of Applicant to periodically check the **HHS Grants Website** to ensure full compliance with the requirements of this RFA.

8.1.2 Costs Incurred

Applicants understand that issuance of this RFA in no way constitutes a commitment by DFPS to Award a Grant Agreement or to pay any costs incurred by an Applicant in the preparation of this Application. DFPS is not liable for any costs incurred by an Applicant prior to issuance of or entering into a formal agreement, Contract, or purchase order. Costs of developing Grant Applications, preparing for or participating in oral presentations and site visits, or any other similar expenses incurred by an Applicant are entirely the responsibility of the Applicant, and will not be reimbursed in any manner by the State of Texas.

8.1.3 Contract Responsibility

DFPS will look solely to Applicant for the performance of all obligations that may result from an Award based on this RFA. Applicant shall not be relieved of its obligations for any nonperformance by Subawardees.

8.1.4 Public Information Act

Grant Applications are subject to the Texas Public Information Act (PIA), Texas Government Code Chapter 552, and may be disclosed to the public upon request. Subject to the PIA, certain information may be protected from public release. Applicants who wish to protect portions of the Grant Application from public disclosure should familiarize themselves with this law. Information pertaining to the RFA will be withheld or released only in accordance with the PIA.

Amendments to the PIA passed during the 86th Legislative Session, specifically make "contracting information" public information that must be disclosed in Application to a public information request unless otherwise excepted by the Act. Tex. Gov't Code 552.003(7) and 552.0222.

In addition, pursuant to Texas Government Code 2261.253(a), DFPS is required to post executed Grant Agreements and the associated RFA documents on the agency website. Contract documents posted to the web may include the Application of any Applicant receiving a Grant Agreement.

DFPS does not have authority to agree that any information submitted will not be subject to disclosure. Disclosure is governed by the PIA. Applicants are advised to consult with their legal counsel concerning disclosure issues resulting from this process and to take precautions to safeguard trade secrets and proprietary or otherwise confidential information. If it is necessary for Applicant to include proprietary or confidential information (which may

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include, but is not limited to, trade secrets or privileged information), Applicant must clearly mark in bold red letters the term "CONFIDENTIAL" using at least 14-point font, on that specific part or page of the submittal which Applicant believes to be confidential. All submittals and parts of submittals that are not marked confidential will be automatically considered to be public information. Should trade secrets or proprietary or otherwise confidential information be included in the submitted electronic copy, the content should be marked in the same manner as the original as stated above. In addition, Applicant should mark the medium with the word "CONFIDENTIAL." If DFPS receives a public information request seeking information marked by Applicant as confidential, Applicant will receive notice of the request as required by the Texas Public Information Act.

If DFPS receives a public information request for submittals and parts of submittals that are not marked confidential, the information will be disclosed to the public as required by the Texas Public Information Act. Note that pricing is not generally considered confidential under the Texas Public Information Act. Making a blanket claim that the entire Grant Application is protected from disclosure because it contains any amount of proprietary or confidential information is not acceptable and may make the entire Grant Application subject to release under the PIA.

8.1.5 News Releases

Prior to final Award an Applicant may not issue a press release or provide any information for public consumption regarding its participation in the procurement. Requests should be directed to the sole point of contact identified in Article III.

8.1.6 Additional Information

By applying, the Applicant Grants HHS and DFPS the right to obtain information from any lawful source regarding the Applicant's and its directors', officers', and employees': (1) past business history, practices, and conduct; (2) ability to supply the goods and services; and (3) ability to comply with Grant requirements. By applying, an Applicant generally releases from liability and waives all claims against any party providing HHS or DFPS information about the Applicant. DFPS may take such information into consideration in evaluating Applications.

8.1.7 DFPS Terms and Conditions

Applicant agrees to comply with **Exhibit B, DFPS Grant Uniform Terms and Conditions** and **Exhibit C, DFPS Grant Supplemental and Special Conditions.** Any terms and conditions attached to a Grant Application will not be considered unless specifically referred to in the Grant Application.

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ARTICLE IX. SUBMISSION CHECKLIST

This checklist is provided for Applicant's convenience only and identifies documents that must be submitted with this RFA to be considered Responsive. Any Grant Application received without these requisite documents may be deemed Non-Responsive and may not be considered for Grant Award.

Original Grant Application Package

The Grant Application Package must include the Application in one of the approved submission methods identified in **Section 3.6** in the order outlined below:

1. **Administrative Information (Exhibit N-R) (Section 6.1-6.4)**
   a. Exhibit N, Applicant Information (Face Page) (Section 6.1.1) _____
   b. Exhibit O-1, Governmental Entity Information (Section 6.1.2); or _____
   c. Exhibit O-2, Non-Profit Entity Information (Section 6.1.2) _____
   d. Exhibit P, Texas Application for Payee Identification Number and Direct Deposit (Section 6.1.3) _____
   e. Exhibit Q, Administrative Information (Sections 6.1.4, 6.2 and 6.3) _____
   f. Exhibit R, ICSQ Cost Reimbursement Grant (Section 6.4) _____

2. **Narrative Application Forms (Forms D, L and M) (Section 5.1)**
   a. Exhibit D, Project Work Plan _____
   b. Exhibit L, Executive Summary _____
   c. Exhibit M, Program Narrative _____

3. **Expenditure Proposal** (**Article VII)**
   a. Exhibit U, Expenditure Proposal _____

4. **Applicable Exhibits** (to be included in RFA Package) **(Section 6.5)**
   a. Exhibit A, Affirmations and Grant Opportunity Acceptance _____
   b. Exhibit K, Exceptions and Assumptions Form _____
   c. Exhibit T, Certification Regarding Lobbying _____

ARTICLE X. EXHIBITS

Exhibit A, HHSC and DFPS Affirmations and Grant Opportunity Acceptance
Exhibit B, DFPS Grant Uniform Terms and Conditions
Exhibit C, DFPS Grant Supplemental and Special Conditions
Exhibit D, Project Work Plan
Exhibit E, CYD CSNA Tool Kit
Exhibit F, Example of Staff Positions
Exhibit G, YLD Scope and Sequence
Exhibit H, PEI Evidence-Based Program Ranking Tool
Exhibit I, Online Bid Room
Exhibit J, Evaluation Score Tool
Exhibit K, Exceptions Form

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Exhibit L, Executive Summary
Exhibit M, Program Narrative
Exhibit N, Applicant Information (Face Page)
Exhibit O-1, Governmental Entity Information
Exhibit O-2, Non-Profit Entity Information
Exhibit P, Texas Application for Payee Identification Number and Direct Deposit Authorization
Exhibit Q, Administrative Information
Exhibit R, Internal Controls Structure Questionnaire (ICSQ) for Cost-Reimbursement Contracts
Exhibit S, Assurances Non-Construction Programs
Exhibit T, Certification Regarding Lobbying
Exhibit U, Expenditure Proposal
Exhibit V, CYD Guidelines for Allowable Food Costs

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Exhibit A. HHSC AND DFPS AFFIRMATIONS AND GRANT OPPORTUNITY ACCEPTANCE

In this document, the terms Applicant, Contractor, and Vendor, when referring to the following affirmations (whether framed as certifications, representations, warranties, or in other terms) refer to Applicant, and the affirmations apply to all Applicants regardless of their business form (e.g., individual, partnership, corporation).

Applicant affirms, without exception, as follows:

1. Applicant represents and warrants that all certifications, representations, warranties, and other provisions in this Affirmations and Grant Opportunity Acceptance apply to Applicant and all of Applicant's principals, officers, directors, shareholders, partners, owners, agents, employees, subcontractors, subawards, independent contractors, and any other representatives who may provide services under, who have a financial interest in, or otherwise are interested in this Grant Opportunity or any Grant Agreement resulting from this Grant Opportunity.
2. Applicant represents and warrants that all statements and information provided to HHSC and DFPS are current, complete, and accurate. This includes all statements and information in this Grant Application.
3. Applicant understands that HHSC and DFPS will comply with the Texas Public Information Act (Chapter 552 of the Texas Government Code) as interpreted by judicial rulings and opinions of the Attorney General of the State of Texas. Information, documentation, and other material prepared and submitted in connection with this Grant Opportunity or any resulting Grant Agreement may be subject to public disclosure pursuant to the Texas Public Information Act. In accordance with Section 2252.907 of the Texas Government Code, Applicant is required to make any information created or exchanged with the State pursuant to the Grant Agreement, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.
4. Applicant represents and warrants that it will comply with the requirements of Section 552.372(a) of the Texas Government Code. Except as provided by Section 552.374(c) of the Texas Government Code, the requirements of Subchapter J (Additional Provisions Related to Contracting Information), Chapter 552 of the Government Code, may apply to the Grant Agreement and the Applicant agrees that the Grant Agreement can be terminated if the Applicant knowingly or intentionally fails to comply with a requirement of that subchapter.
5. Applicant acknowledges its obligation to specifically identify information it contends to be confidential or proprietary and, if Applicant designated substantial portions of its

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Grant Application or its entire Grant Application as confidential or proprietary, the Grant Application is subject to being disqualified.

6. Applicant's Grant Application will remain a firm and binding offer for 240 days from the date the Grant Application is due.

7. Applicant shall not assign its rights under the Grant Agreement or delegate the performance of its duties under the Grant Agreement without prior written approval from HHSC or DFPS. Any attempted assignment in violation of this provision is void and without effect.

8. Applicant accepts the Grant Opportunity terms and conditions unless specifically noted by exceptions advanced in the form and manner directed in the Grant Opportunity. No exceptions, terms, or conditions will be considered if not advanced in the form and manner directed in the Grant Opportunity. Applicant agrees that all exceptions to the Grant Opportunity as well as terms and conditions advanced by Applicant that differ in any manner from DFPS's terms and conditions are rejected unless expressly accepted by DFPS in writing in a fully executed Grant Agreement.

9. Applicant agrees that HHSC and DFPS has the right to use, produce, and distribute copies of and to disclose to HHSC and DFPS employees, agents, and contractors and other governmental entities all or part of Applicant's Grant Application as HHSC or DFPS deems necessary to complete the procurement process or comply with state or federal laws.

10. Applicant generally releases from liability and waives all claims against any party providing information about the Applicant at the request of HHSC or DFPS.

11. Applicant acknowledges all addenda and amendments to the Grant Opportunity.

12. Applicant certifies that if a Texas address is shown as the address of Applicant on this Application, Applicant qualifies as a Texas Bidder as defined in Section 2155.444(c) of the Texas Government Code.

13. Applicant represents and warrants that it qualifies for all preferences claimed under 34 Texas Administrative Code, Section 20.306 or Chapter 2155, Subchapter H of the Texas Government Code as indicated below (check applicable boxes):

    □ Goods produced or offered by a Texas bidder that is owned by a Texas resident service-disabled veteran

    □ Goods produced in Texas or offered by a Texas bidder that is not owned by a Texas resident service-disabled veteran

    □ Agricultural products grown in Texas

    □ Agricultural products offered by a Texas bidder

    □ Services offered by a Texas bidder that is owned by a Texas resident service-disabled veteran

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- □ Services offered by a Texas bidder that is not owned by a Texas resident service-disabled veteran
- □ Texas Vegetation Native to the Region
- □ USA-produced supplies, materials or equipment
- □ Products of persons with mental or physical disabilities
- □ Products made of recycled, remanufactured, or environmentally sensitive materials including recycled steel
- □ Energy efficient products
- □ Rubberized asphalt paving material
- □ Recycled motor oil and lubricants
- □ Products produced at facilities located on formerly contaminated property
- □ Products and services from economically depressed or blighted areas
- □ Vendors that meet or exceed air quality standards
- □ Recycled or reused computer equipment of other manufacturers
- □ Foods of higher nutritional value
- □ Commercial production company or advertising agency located in Texas

14. Applicant has not given, has not offered to give, and does not intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this Grant Application, this Grant Opportunity, or any Grant Agreement resulting from this Grant Opportunity.

15. Under Section 2155.004, Texas Government Code (relating to financial participation in preparing Grant Opportunitys), Applicant certifies that the individual or business entity named in this Application or Grant Agreement is not ineligible to receive the specified Grant Agreement and acknowledges that this Grant Agreement may be terminated and payment withheld if this certification is inaccurate.

16. Under Sections 2155.006 and 2261.053 of the Texas Government Code (relating to convictions and penalties regarding Hurricane Rita, Hurricane Katrina, and other disasters), the Applicant certifies that the individual or business entity named in this bid or Grant Agreement is not ineligible to receive the specified Grant Agreement and acknowledges that this Grant Agreement may be terminated and payment withheld if this certification is inaccurate.

17. Under Section 231.006(d) of the Texas Family Code regarding child support, Applicant certifies that the individual or business entity named in this Application is not ineligible to receive the specified payment and acknowledges that the Grant Agreement may be terminated and payment may be withheld if this certification is inaccurate. Furthermore, any Applicant subject to Section 231.006 of the Texas Family Code must

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include in the Application the names and social security numbers (SSNs) of each person with at least 25% ownership of the business entity submitting the Application:

Name: _____ SSN: _____

Name: _____ SSN: _____

Name: _____ SSN: _____

Name: _____ SSN: _____

FEDERAL PRIVACY ACT NOTICE: This notice is given pursuant to the Federal Privacy Act. Disclosure of requested SSNs is required under Section 231.006(c) and Section 231.302(c)(2), Texas Family Code. The SSNs will be used to identify persons that may owe child support. The SSNs will be kept confidential to the fullest extent permitted by law.

If submitted by email, Applications containing SSNs must be encrypted. Failure by a Applicant to provide or encrypt the SSNs as required may result in disqualification of the Applicant's Application.

18. Applicant certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the *State of Texas Debarred Vendor List* maintained by the Texas Comptroller of Public Accounts and the *System for Award Management (SAM*) maintained by the General Services Administration. This certification is made pursuant to the regulations implementing Executive Order 12549 and Executive Order 12689, Debarment and Suspension, 2 C.F.R. Part 376, and any relevant regulations promulgated by the Department or Agency funding this project. This provision shall be included in its entirety in Applicant's subawards, if any, if payment in whole or in part is from federal funds.

19. Applicant certifies that it is not listed in the prohibited vendors list authorized by Executive Order 13224, *"Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism,"* published by the United States Department of the Treasury, Office of Foreign Assets Control.

20. Applicant represents and warrants that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization, as prohibited by Section 2252.152 of the Texas Government Code.

21. In accordance with Section 669.003 of the Texas Government Code, relating to contracting with the executive head of a state agency, Applicant certifies that it is not (1) the executive head of an HHS agency, (2) a person who at any time during the four years before the date of the Grant Agreement was the executive head of an HHS agency, or (3) a person who employs a current or former executive head of an HHS agency.

22. Under Section 2155.0061 of the Texas Government Code, the Applicant certifies that the individual or business entity named in this Application or Grant Agreement is not

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ineligible to receive the specified Grant Agreement and acknowledges that this Grant Agreement may be terminated and payment withheld if this certification is inaccurate.

23. Applicant represents and warrants that it is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171 of the Texas Tax Code.

24. Applicant agrees that any payments due under any Grant Agreement resulting from this Grant Opportunity shall be applied towards any debt or delinquency that is owed to the State of Texas.

25. Applicant represents and warrants that payments to Applicant and Applicant's receipt of appropriated or other funds under any Grant Agreement resulting from this Grant Opportunity are not prohibited by Sections 556.005, 556.0055, or 556.008 of the Texas Government Code (relating to use of appropriated money or state funds to employ or pay lobbyists, lobbying expenses, or influence legislation).

26. Applicant agrees to comply with Section 2155.4441 of the Texas Government Code, requiring the purchase of products and materials produced in the State of Texas in performing service contracts.

27. Applicant agrees that upon request of HHSC or DFPS, Applicant shall provide copies of its most recent business continuity and disaster recovery plans.

28. Applicant expressly acknowledges that state funds may not be expended in connection with the purchase of an automated information system unless that system meets certain statutory requirements relating to accessibility by persons with visual impairments. Accordingly, Applicant represents and warrants to HHSC and DFPS that the technology provided to HHSC or DFPS for purchase is capable, either by virtue of features included within the technology or because it is readily adaptable by use with other technology, of:

    • providing equivalent access for effective use by both visual and non-visual means;
    • presenting information, including prompts used for interactive communications, in formats intended for non-visual use; and
    • being integrated into networks for obtaining, retrieving, and disseminating information used by individuals who are not blind or visually impaired.

    For purposes of this Section, the phrase “equivalent access” means a substantially similar ability to communicate with or make use of the technology, either directly by features incorporated within the technology or by other reasonable means such as assistive devices or services which would constitute reasonable accommodations under the Americans With Disabilities Act or similar state or federal laws. Examples of methods by which equivalent access may be provided include, but are not limited to, keyboard alternatives to mouse commands and other means of navigating graphical displays, and customizable display appearance.

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29. If Applicant is submitting a Application for the purchase or lease of computer equipment, then Applicant certifies that it is in compliance with Subchapter Y, Chapter 361 of the Texas Health and Safety Code related to the Computer Equipment Recycling Program and the Texas Commission on Environmental Quality rules in 30 TAC Chapter 328.

30. If Applicant is submitting a Application for the purchase or lease of covered television equipment, then Applicant certifies that it is compliance with Subchapter Z, Chapter 361 of the Texas Health and Safety Code related to the Television Equipment Recycling Program.

31. Applicant represents and warrants that it will comply with the requirements of Section 2054.5192 of the Texas Government Code relating to cybersecurity training and required verification of completion of the training program.

32. Applicant acknowledges that, pursuant to Section 572.069 of the Texas Government Code, a former state officer or employee of a state agency who during the period of state service or employment participated on behalf of a state agency in a procurement or contract negotiation involving Applicant may not accept employment from Applicant before the second anniversary of the date the Grant Agreement is signed or the procurement is terminated or withdrawn.

33. Applicant represents and warrants that it has no actual or potential conflicts of interest in providing the requested goods or services to DFPS under this Grant Opportunity and any resulting Grant Agreement and that Applicant's provision of the requested goods and/or services under this Grant Opportunity and any resulting Grant Agreement will not constitute an actual or potential conflict of interest or reasonably create an appearance of impropriety.

34. Applicant understands that HHSC and DFPS do not tolerate any type of fraud. HHSC and DFPS policy is to promote consistent, legal, and ethical organizational behavior by assigning responsibilities and providing guidelines to enforce controls. Violations of law, agency policies, or standards of ethical conduct will be investigated, and appropriate actions will be taken. All employees or contractors who suspect fraud, waste or abuse (including employee misconduct that would constitute fraud, waste, or abuse) are required to immediately report the questionable activity to both the Health and Human Services Commission's Office of the Inspector General at 1-800-436-6184 and the State Auditor's Office. Applicant agrees to comply with all applicable laws, rules, regulations, including DFPS and HHSC policies regarding fraud including, but not limited to, HHS Circular C-027.

35. The undersigned affirms under penalty of perjury of the laws of the State of Texas that (a) in connection with this Application, neither I nor any representative of the Applicant has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15; (b) in connection with this Application, neither I nor any

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representative of the Applicant has violated any federal antitrust law; and (c) neither I nor any representative of the Applicant has directly or indirectly communicated any of the contents of this Application to a competitor of the Applicant or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Applicant.

36. Applicant represents and warrants that it is not aware of and has received no notice of any court or governmental agency proceeding, investigation, or other action pending or threatened against Applicant or any of the individuals or entities included in numbered paragraph 1 of this Affirmations and Grant Opportunity Acceptance within the five (5) calendar years immediately preceding the submission of this Grant Application that would or could impair Applicant's performance under any Grant Agreement resulting from this Grant Opportunity, related to the grant services, or otherwise be relevant to DFPS' consideration of entering into a Grant Agreement. If Applicant is unable to make the preceding representation and warranty, then Applicant instead represents and warrants that it has provided to HHSC and DFPS a complete, detailed disclosure of any such court or governmental agency proceeding, investigation, or other action that would or could impair Applicant's performance under a grant awarded as a result of this Grant Opportunity, related to the grant services, or otherwise be relevant to DFPS' consideration of entering into a Grant Agreement. In addition, Applicant acknowledges this is a continuing disclosure requirement. Applicant represents and warrants that, if awarded a grant as a result of this Grant Opportunity, Applicant shall notify DFPS in writing within five (5) business days of any changes to the representations or warranties in this clause and understands that failure to so timely update DFPS shall constitute breach of contract and may result in immediate grant termination.

37. Applicant certifies that for this grant, Applicant shall utilize the U.S. Department of Homeland Security's E-Verify system during the Period of Performance to determine the eligibility of:

    (a) all persons employed by Applicant to perform duties within Texas; and

    (b) all persons, including subawards, assigned by Applicant to perform work pursuant to the grant within the United States of America.

38. Pursuant to Section 2271.002 of the Texas Government Code, Applicant certifies that either (i) it meets an exemption criteria under Section 2271.002; or (ii) it does not boycott Israel and will not boycott Israel during the term of the contract resulting from this Grant Opportunity. If Applicant refuses to make that certification, Applicant shall state here any facts that make it exempt from the boycott certification:

    _____
    _____
    _____.

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39. Applicant understands, acknowledges, and agrees that, pursuant to Article IX, Section 6.25 of the General Appropriations Act (the Act), to the extent allowed by federal and state law, money appropriated by the Texas Legislature may not be distributed to any individual or entity that, during the period for which funds are appropriated under the Act: (i) performs an abortion procedure that is not reimbursable under the state's Medicaid program; (ii) is commonly owned, managed, or controlled by an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program; or (iii) is a franchise or affiliate of an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program. The provision does not apply to a hospital licensed under Chapter 241, Health and Safety Code, or an office exempt under Section 245.004(2), Health and Safety Code. Applicant represents and warrants that it is not ineligible, nor will it be ineligible during the Period of Peformance resulting from this Grant Opportunity, to receive appropriated funding pursuant to Article IX, Section 6.25.

40. Applicant understands, acknowledges, and agrees that, pursuant to Chapter 2272 of the Texas Government Code, except as exempted under that Chapter, DFPS cannot award grants to an abortion provider or an affiliate of an abortion provider. Applicant certifies that it is not ineligible to provide services to DFPS under the terms of Chapter 2272 of the Texas Government Code. If Applicant refuses to make that certification, Applicant shall state here any facts that make it exempt from the certification:

    _____
    _____
    _____.

41. Applicant understands, acknowledges, and agrees, that Grant Applications and Agreements are subject to the Texas Public Information Act (PIA), Texas Government Code Chapter 552, and may be disclosed to the public upon request or through posting on HHSC or DFPS website, the LBB's website, or as otherwise required by law. Applicant certifies that it:

    ☐ asserts that information provided in its Application is exempt from disclosure under the PIA, and Applicant, therefore, has submitted a "Public Information Act Copy" as required under the Grant Opportunity; or

    ☐ asserts that there is no information provided in its Application that is exempt from disclosure under the PIA, and Applicant, therefore, has not submitted a "Public Information Act Copy."

42. Applicant understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Applicant is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of any grant resulting from this Grant Opportunity.

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43. Applicant represents and warrants that it will comply with all applicable laws and maintain all permits and licenses required by applicable city, county, state, and federal rules, regulations, statutes, codes, and other laws that pertain to any grant resulting from this Grant Opportunity.

44. Applicant represents and warrants that all statements and information prepared and submitted in this document are current, complete, true, and accurate. Submitting an Application with a false statement or material misrepresentations made during the performance of a grant is a material breach of contract and may void the submitted Application and any resulting Grant Agreement.

45. By submitting this Application, Applicant represents and warrants that the individual submitting this document and the documents made part of this Application is authorized to sign such documents on behalf of the Applicant and to bind the Applicant under any grant that may result from the submission of this Application.

Signature Page Follows

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Authorized representative on behalf of Applicant must complete and sign the following:

Legal Name of Applicant
Assumed Business Name of Applicant, if applicable (d/b/a or 'doing business as')
Texas County(s) for Assumed Business Name (d/b/a or 'doing business as') **Attach Assumed Name Certificate(s) filed with the Texas Secretary of State for each Texas County Where Assumed Name Certificate(s) has been filed**

Signature of Authorized Representative	**Date Signed**
Printed Name of Authorized Representative **First, Middle Name or Initial, and Last Name**	**Title of Authorized Representative**
Physical Street Address	**City, State, Zip Code**
Mailing Address, if different	**City, State, Zip Code**
Phone Number	**Fax Number**
Email Address	**DUNS Number**
Federal Employer Identification Number	**Texas Payee ID No. – 11 digits**
Texas Franchise Tax Number	**Texas Secretary of State Filing Number**

EXHIBIT B

TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES GRANT UNIFORM TERMS AND CONDITIONS

SECTION I

FUNDING AVAILABILITY & FINANCIAL

A. FUNDING AVAILABILITY.

1. This Contract is contingent upon the continued availability of funding. If funds become unavailable through the lack of appropriations, legislative or executive budget cuts, amendment of the Appropriations Act, state agency consolidation or any other disruptions of current appropriations, DFPS will reduce or terminate this Contract.
2. DFPS is prohibited from incurring obligations in excess of amounts lawfully appropriated by the Texas Legislature over the course of a biennium.

B. PROMPT PAYMENT.

DFPS will pay Grantee according to the Prompt Payment Act, Texas Government Code Chapter 2251, unless the terms of a federal contract, grant, regulation, or statute prevent the DFPS from making a timely payment with federal funds.

C. TRAVEL EXPENSES.

Travel expenses authorized by this Contract will be reimbursed according to the rates set by the State of Texas TexTravel (or its successor) program. Furthermore, DFPS reserves the right to reimburse at a rate equal to the rate DFPS employees receive even if the rates set by the State of Texas TexTravel are higher.

D. NO DEBT AGAINST THE STATE.

For Grantees that are not governmental entities, this Contract will not be construed as creating any debt by or on behalf of the State of Texas.

E. DEBT TO STATE.

If a law prohibits the Texas Comptroller of Public Accounts from making a payment, the Grantee acknowledges that DFPS' payments under the Contract will be applied toward eliminating the Grantee's debt or delinquency, regardless of when it arises.

F. RECAPTURE OF FUNDS.

Grantee agrees that:

1. DFPS will withhold all or part of any payments to Grantee to offset overpayments made to Grantee. Overpayments, as used in this Section, include payments made by DFPS that exceed the maximum allowable rates, not allowed under applicable laws, rules, or regulations or that are otherwise inconsistent with this Contract, including any unapproved expenditures;

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2. It will return to DFPS any amounts paid that are disallowed pursuant to financial and compliance audit(s) of funds received under this Contract; and
3. Reimbursement of such disallowed costs will be paid by Grantee from funds which were not provided or otherwise made available to Grantee under this Contract or from a source of federal funds derived from programs administered by DFPS or the State of Texas.

G. FINANCIAL REMEDIES.

In addition to any other remedy under law, DFPS reserves the right to implement financial remedies based on monitoring or audit findings related to violations of this Contract's requirements including recovery of all actual damages DFPS accrues as a result of a Grantee's noncompliance. As applicable to this Contract, additional financial remedies or liquidated damages may be provided for in this Contract's Supplemental and Special Conditions.

H. ALLOWABLE COSTS.

DFPS will reimburse the allowable costs incurred in performing the Contract that are sufficiently documented. Grantee must have incurred a cost prior to claiming reimbursement and within the applicable term to be eligible for reimbursement under this Contract. DFPS will determine whether costs submitted by Grantee are allowable and eligible for reimbursement. If DFPS has paid funds to Grantee for unallowable or ineligible costs, DFPS will notify Grantee in writing, and Grantee shall return the funds to DFPS within 30 calendar days of the date of this written notice. DFPS will withhold all or part of any payments to Grantee to offset reimbursement for any unallowable or ineligible expenditure that Grantee has not refunded to DFPS, or if financial status report(s) required under the Financial Status Reports section are not submitted by the due date(s). DFPS will take repayment (recoup) from funds available under this Contract in amounts necessary to fulfill Grantee's repayment obligations. Applicable cost principles, audit requirements, and administrative requirements include the following chart. Furthermore, OMB Circulars will be applied with the modifications prescribed by UGMS with effect given to whichever provision imposes the more stringent requirement in the event of a conflict.

Applicable Entity	Applicable Cost Principles	Audit Requirements	Administrative Requirements
State, Local and Tribal Governments	2 CFR, Part 225	2 CFR Part 200, Subpart F and UGMS	2 CFR Part 200 and UGMS
Educational Institutions	2 CFR, Part 220	2 CFR Part 200, Subpart F and UGMS	2 CFR Part 200 and UGMS
Non-Profit Organizations	2 CFR, Part 230	2 CFR Part 200, Subpart F and UGMS	2 CFR Part 200 and UGMS

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Applicable Entity	Applicable Cost Principles	Audit Requirements	Administrative Requirements
For-profit Organization other than a hospital	48 CFR, Part 31 Contract Cost Principles Procedures, or uniform cost accounting standards that comply with cost principles acceptable to the federal or state awarding agency	2 CFR Part 200, Subpart F and UGMS	2 CFR Part 200 and UGMS

I. INDEPENDENT SINGLE OR PROGRAM-SPECIFIC AUDIT.

If Grantee, within Grantee's fiscal year, expends a total amount of at least $750,000 in federal funds awarded, Grantee shall have a single audit or program-specific audit in accordance with 2 CFR 200. The $750,000 federal threshold amount includes federal funds passed through by way of state agency awards. If Grantee, within Grantee's fiscal year, expends a total amount of at least $750,000 in state funds awarded, Grantee must have a single audit or program-specific audit in accordance with UGMS, State of Texas Single Audit Circular. The audit must be conducted by an independent certified public accountant and in accordance with 2 CFR 200, Government Auditing Standards, and UGMS. For-profit Grantees whose expenditures meet or exceed the federal or state expenditure thresholds stated above shall follow the guidelines in 2 CFR 200 or UGMS, as applicable, for their program-specific audits. HHSC Single Audit Services will notify Grantee to complete the Single Audit Determination Form. If Grantee fails to complete the Single Audit Determination Form within 30 calendar days after notification by HHSC Single Audit Services to do so then, Grantee shall be subject to the DFPS sanctions and remedies for non-compliance with this Contract. Each Grantee that is required to obtain a single audit must competitively re-procure single audit services once every six years. Grantee shall procure audit services in compliance with this section, state procurement procedures, as well as, with the provisions of UGMS.

J. SUBMISSION OF AUDIT.

Within 30 days after receipt of the independent certified public accountant's report or nine months after the end of the fiscal year, Grantee shall submit electronically, one copy of the Single Audit or Program-Specific Audit to the DFPS as directed in this Contract and another copy to: single_audit_report@hhsc.state.tx.us.

K. INSURANCE.

For Grantees that are not governmental entities, the following applies.

1. Unless otherwise specified in this Contract, its' Supplemental and Special Conditions or the solicitation that this Contract resulted from, Grantee will acquire and maintain, for the duration of this Contract, insurance coverage necessary to ensure proper fulfillment of this Contract and potential liabilities

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thereunder with financially sound and reputable insurers licensed by the Texas Department of Insurance, in the type and amount customarily carried within the industry or as determined by DFPS.
2. Grantee will provide evidence of insurance upon request by DFPS.
3. In the event that any policy is determined by DFPS to be deficient and does not comply with the terms of this Contract, Grantee will secure such additional coverage as required by DFPS, law or regulation.
4. If coverage expires during the term of this Contract, Grantee must produce renewal certificates for each type of coverage.

L. NONSUPPLANTING.

Grantee shall not use funds from this Contract to replace or substitute for existing funding from other sources but shall use funds from this Contract to supplement existing state or local funds currently available. Grantee shall make a good faith effort to maintain its current level of support. Grantee will be required to submit documentation substantiating that a reduction in state or local funding, if any, resulted for reasons other than receipt or expected receipt of funding under this Contract.

SECTION II
RECORDS – ACCESS, AUDIT & RETENTION

A. RECORDS RETENTION AND ACCESS.

1. Grantee will keep and maintain, as applicable, accurate and complete records necessary to determine compliance with this Contract and applicable laws.
2. Grantee will provide access to its records to DFPS, the Texas State Auditor's Office (SAO), the Federal Government, and their authorized representatives.
3. Unless otherwise specified in this Contract, Grantee will maintain legible copies of this Contract and all related documentation for a minimum of seven years after the termination of this Contract or seven years after the completion of any litigation or dispute involving the Contract, whichever is longer.
4. THE GRANTEE WILL NOT DISPOSE OF RECORDS BEFORE PROVIDING THE DFPS CONTRACT MANAGER WRITTEN NOTICE OF ITS INTENT TO DISPOSE OF RECORDS AND RECEIVING WRITTEN APPROVAL FROM THE DFPS CONTRACT MANAGER.

B. SAO AUDIT.

1. Grantee understands that acceptance of funds under this Contract or through a subcontract acts as acceptance of the authority of the SAO or any successor agency, to conduct an audit or investigation in connection with those funds.
2. Under the direction of the Legislative Audit Committee, an entity that is the subject of an SAO audit or investigation must provide the SAO access to any information that is considered relevant.

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3. Grantee agrees to cooperate fully with the SAO, or its successor, in the conduct of the audit or investigation, including providing all records requested.
4. Grantee will ensure that this clause, concerning the authority to audit funds received indirectly by subgrantees related to this Contract and the requirement to cooperate, is included in any subcontracts it awards.

C. COMPLIANCE WITH AUDIT OR INSPECTION FINDINGS.

1. Grantee will implement all corrections necessary to address any finding of noncompliance with any law, regulation, audit requirement, accounting principle, or deficiency identified in any audit, review, or inspection of this Contract.
2. Any such correction will be at Grantee or its subgrantee's sole expense.
3. Whether Grantee's action corrects the noncompliance will be solely the decision of DFPS.
4. Grantee must provide, at DFPS' request, a copy of those portions of Grantee's and its subgrantees' internal audit reports relating to this Contract.

D. CONFIDENTIAL INFORMATION.

1. Grantee agrees to only use DFPS confidential information for the purpose of this Contract and comply with all applicable state and federal laws when it receives and stores DFPS confidential information, including, but not limited to, the following enumerated. This includes any communication or record regardless of form or format provided or made available through any means and includes records or information that identifies DFPS children or clients.
   a. Section 106 of the Child Abuse Prevention and Treatment Act (CAPTA), codified at 42 U.S.C. 5106a;
   b. Section 471 of Title IV-E of the Social Security Act, codified at 42 U.S.C. 671(a)(8), and related federal rules at 45 CFR 1355.30 & 45 CFR 205.50;
   c. Social Security Administration Data, including, without limitation, Medicaid information (The Social Security Act, 42 U.S.C. Chapter 7);
   d. Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §1232g; 34 CFR Part 99;
   e. Protected Health Information, including Electronic Protected Health Information or Unsecured Protected Health Information under the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 42 U.S.C. Chapter 7, Subchapter XI, Part C; 45 CFR Parts 160 and 164;
   f. Confidentiality of Alcohol and Drug Abuse Patient Records, 42 U.S.C. §290dd-2, 42 CFR Part 2;
   g. Federal Tax Information, Internal Revenue Code, Title 26 of the United States Code including IRS Publication 1075;
   h. The Privacy Act of 1974, as amended by the Computer Matching and Privacy Protection Act of 1988, 5 U.S.C. §552a;
   i. Personal Identifying Information defined by Texas Business and Commerce Code Chapter 521, and OMB Memorandum 07-16,

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Safeguarding Against and Responding to the Breach of Personally Identifiable Information;

j. Texas Family Code §261.201 and related provisions in Chapters 261 and 264;
k. Texas Health and Safety Code §81.046 and Chapters 181 and 611;
l. Texas Human Resources Code §12.003, §40.005, and Chapter 48;
m. Texas Public Information Act, Texas Government Code Chapter 552;
n. 19 Texas Administrative Code Chapter 702 Subchapter F (Child Protective Services), and Chapter 705 Subchapter M (Adult Protective Services); and
o. Criminal History Record Information guidelines in the FBI's Criminal Justice Information Services (CJIS) Security Policy.

2. Grantee will notify DFPS immediately, but not later than 24 hours, after Grantee discovers any possible or actual unauthorized disclosure or breach of DFPS confidential information. Grantee will also fully cooperate with DFPS in investigating, mitigating and issuing notifications for an unauthorized disclosure or breach as directed by DFPS.
3. Grantee will only disclose information according to applicable law and will notify DFPS as required by the applicable law, when it makes a disclosure.
4. In the event the Grantee receives a request or demand for confidential information or records in connection with any discovery, investigative, civil, criminal or other similar legal process, before the Grantee can release, they will provide DFPS with written notice of this request or demand within two business days of receiving it. DFPS will provide prompt notice to the Grantee whether they have no objection to the release or they plan to seek a protective order to prevent the release.

E. PUBLIC INFORMATION ACT.

1. Information related to this Contract will be subject to the Public Information Act (PIA) found at Texas Government Code Chapter 552 and withheld from public disclosure or released only in accordance with the PIA.
2. In accordance with Section 2252.907 of the Texas Government Code, the Grantee is required to make any information created or exchanged with DFPS pursuant to the Contract, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to DFPS.

SECTION III
OWNERSHIP & INTELLECTUAL PROPERTY

A. OWNERSHIP.

DFPS owns all work produced by Grantee under this Contract.

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B. INTELLECTUAL PROPERTY.

1. To the extent any services, deliverables or work performed by Grantee results in the creation of intellectual property, all right, title, and interest in and to such intellectual property, will vest in DFPS upon creation and will be deemed to be a "work made for hire," and made in the course of the services rendered pursuant to this Contract.
2. To the extent that title to any such intellectual property will not by law vest in DFPS, or such intellectual property will not be considered a "work made for hire," Grantee hereby irrevocably assigns all rights, title, and interest therein to DFPS.
3. Grantee must give DFPS and the State of Texas, as well as, any person designated by DFPS or the State of Texas, all assistance required to perfect the rights defined in this Section, without any additional charge or expense beyond the stated amount payable to Grantee authorized under this Contract.

SECTION IV
NOTICE

A. NOTICE OF LEGAL MATTER OR LITIGATION.

Grantee will notify their assigned DFPS Contract Manager of any litigation or legal matter related to or affecting this Contract within seven calendar days of Grantee becoming aware of the litigation or legal matter.

B. NOTICE OF CHANGE IN CONTACT PERSON OR KEY PERSONNEL OR MATTERS IMPACTING CONTRACT.

The Grantee will notify their assigned DFPS Contract Manager within ten days of any change to the Grantee's Contact Person or Key Personnel in the Contract or any matter impacting the Contract, which includes but is not limited to changes to Grantee's name or identity, ownership, control, governing board membership, any problem or potential problem associated with its performance or services, or payee identification number.

C. COMPLAINT REPORTING.

Unless otherwise noted in this Contract, DFPS will contact the Grantee when it receives a complaint about the Grantee and advise the Grantee whether DFPS will conduct an investigation or will coordinate with the Grantee for an investigation. When DFPS requires the Grantee to conduct any part of the complaint investigation, Grantee must respond in writing to DFPS with all information and according to DFPS's requirements and specified time frames.

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SECTION V
AMENDMENT

A. BILATERAL AMENDMENT.

Except as provided for in the Unilateral Amendment section below, this Contract can only be changed by a Bilateral Amendment executed by both Parties.

B. UNILATERAL AMENDMENT.

A Unilateral Amendment will be issued by DFPS and it will be effective on the date that is specified in the Unilateral Amendment. DFPS has sole discretion as to whether a change to the Contract cannot be a Unilateral. DFPS will issue a Unilateral Amendment to:

1. Correct an obvious clerical error;
2. Modify a Contract Number or Agency ID Number;
3. Incorporate new or revised state or federal laws, regulations, rules or policies;
4. Comply with a court order or judgment;
5. Update service level description or daily rates;
6. Update Grantee's name as recorded by the Secretary of State, as required by law or as authorized by DFPS;
7. Change either Party's Contract Manager or contact information;
8. Change any recorded license number based on information obtained from the agency or entity issuing the license; and
9. For Open Enrollments only, add or delete a geographic service area, service delivery location, or service type, as long as it is part of a current Open Enrollment.

SECTION VI
TERMINATION

A. TERMINATION FOR CONVENIENCE.

DFPS will terminate the Contract, in whole or in part, at any time when, in its sole discretion, DFPS determines that termination is in the best interests of the State of Texas. The termination will be effective on the date specified in DFPS' notice of termination.

B. TERMINATION FOR CAUSE.

1. If the Grantee fails to provide the services or goods required by this Contract or fails to comply with any terms or conditions of it, DFPS will terminate the Contract in whole or part.
2. In addition to any other remedy allowed by law, Grantee will be responsible to DFPS for all costs incurred by DFPS and the State of Texas to replace the Grantee. These costs include, but are not limited to, the costs of procuring a substitute Grantee and the cost of any claim or litigation that is reasonably attributable to Grantee's failure to provide services or goods.

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C. EQUITABLE SETTLEMENT.

Any early termination under this Contract will be subject to the equitable settlement of the respective interests of the Parties up to the date of termination.

SECTION VII
GENERAL PROVISIONS

A. GOVERNING LAW AND VENUE.

This Contract and the rights and obligations of the Parties will be governed by and construed according to the laws of the State of Texas, exclusive of any conflicts of law provisions. Venue for any suit brought under this Contract will be in a court of competent jurisdiction in Travis County, Texas unless otherwise elected by DFPS. Grantee irrevocably waives any objection, including any objection to personal jurisdiction or the laying of venue or based on the grounds of forum non conveniens, which it will now or hereafter have to the bringing of any action or proceeding in such jurisdiction with respect to this Contract.

B. INDEMNITY.

THE FOLLOWING APPLIES TO GRANTEES THAT ARE NOT GOVERNMENTAL ENTITIES.

1. GRANTEE WILL DEFEND, INDEMNIFY AND HOLD HARMLESS THE STATE OF TEXAS AND ITS OFFICERS AND EMPLOYEES, AND DFPS AND ITS OFFICERS AND EMPLOYEES, FROM AND AGAINST ALL CLAIMS, ACTIONS, SUITS, DEMANDS, PROCEEDINGS, COSTS, DAMAGES, AND LIABILITIES, INCLUDING ATTORNEYS' FEES AND COURT COSTS, ARISING OUT OF OR RESULTING FROM:
   a. GRANTEE'S PERFORMANCE UNDER THE CONTRACT, INCLUDING ANY NEGLIGENT ACTS OR OMISSIONS OF GRANTEE, OR ANY AGENT, EMPLOYEE, SUBGRANTEE, OR SUPPLIER OF THE GRANTEE, OR ANY THIRD PARTY UNDER THE CONTROL OR SUPERVISION OF THE GRANTEE, IN THE EXECUTION OR PERFORMANCE OF THIS CONTRACT;
   b. ANY BREACH OR VIOLATION OF A STATUTE, ORDINANCE, GOVERNMENTAL REGULATION, STANDARD OR RULE OF CONTRACT BY THE GRANTEE OR ANY AGENT, EMPLOYEE, SUBGRANTEE, OR SUPPLIER OF THE GRANTEE, OR ANY THIRD PARTY UNDER THE CONTROL OR SUPERVISION OF THE GRANTEE, IN THE EXECUTION OR PERFORMANCE OF THIS CONTRACT;
   c. EMPLOYMENT OR ALLEGED EMPLOYMENT DISCRIMINATION, INCLUDING CLAIMS OF DISCRIMINATION AGAINST GRANTEE, ITS OFFICERS, OR ITS AGENTS; OR
   d. WORK UNDER THIS CONTRACT THAT INFRINGES OR MISAPPROPRIATES ANY RIGHT OF ANY THIRD PERSON OR ENTITY BASED ON COPYRIGHT, PATENT, TRADE SECRET, OR OTHER INTELLECTUAL PROPERTY RIGHTS.
2. NOTHING IN THIS CONTRACT WILL BE CONSTRUED AS A WAIVER OF DFPS' SOVEREIGN IMMUNITY.
3. IF DFPS IS A NAMED DEFENDANT IN ANY SUIT INVOLVING THIS CONTRACT, THE DEFENSE WILL BE COORDINATED BY THE GRANTEE WITH THE OFFICE

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OF THE TEXAS ATTORNEY GENERAL. GRANTEE MAY NOT AGREE TO ANY SETTLEMENT REGARDING SUITS INVOLVING THIS CONTRACT IF DFPS IS A NAMED DEFENDANT WITHOUT FIRST OBTAINING THE CONCURRENCE OF THE TEXAS ATTORNEY GENERAL.

C. BACKGROUND HISTORY CHECKS AND RIGHT OF REMOVAL.

1. Before providing direct services, having direct client contact and/or access to client records, the Grantee will submit information necessary for DFPS to conduct background checks on its employees, subgrantees or volunteers according to DFPS Background Checks Handbook under the applicable policy section at http://www.dfps.state.tx.us/handbooks/Background_Checks/default.asp, including any required disclosures. Furthermore, before the employee, subgrantees or volunteer can provide direct services, have direct contact or access client records, the Grantee must receive notice from DFPS that the background check has been approved.
2. If while providing direct services, having direct client contact and/or access to client records, the Grantee becomes aware of any new arrest or investigation of abuse or neglect conducted by any federal, state or local agency or board of an employee, subgrantees or volunteer, then the Grantee will notify DFPS within ten business days of them becoming aware of it. DFPS will determine if and when the employee, subgrantee or volunteer can have direct contact with clients.

D. ASSIGNMENTS.

Grantee will not assign all or any portion of its rights under, interests in, or duties required under this Contract without prior written consent of DFPS. Any attempted assignment in violation of this Section is void and without effect. This section will not prohibit collateral assignment of payments for the purpose of secured lending arrangements in the ordinary course of business.

Grantee agrees that DFPS may, in one or more transactions, assign, pledge, or transfer this Contract.

E. SEVERABILITY.

If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract will be construed as if such provision did not exist and the non-enforceability of such provision will not be held to render any other provisions of this Contract unenforceable.

F. SURVIVABILITY.

Termination or expiration of this Contract will not release either party from any liabilities or obligations that the Parties have expressly agreed will survive any such termination or expiration, remain to be performed, or by their nature would be intended to be applicable following any such termination or expiration, including maintaining confidentiality of information and records retention.

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G. FORCE MAJEURE.

Except with respect to the obligation of payments under this Contract, if either of the Parties, after a good faith effort, is prevented from complying with any express or implied covenant of this Contract by reason of war; terrorism; rebellion; riots; strikes; acts of God; any valid order, rule, or regulation of any governmental authority; or similar events that are beyond the control of the affected Party (collectively referred to as a "Force Majeure"), then, while so prevented, the affected Party's obligation to comply with such covenant will be suspended, and the affected Party will not be liable for damages for failure to comply with such covenant. In any such event, the Party claiming Force Majeure will promptly notify the other Party of the Force Majeure event in writing of the reason for such delay, estimated duration of the delay, and the steps taken to minimize the delay.

H. AUTHORITY OF DFPS STAFF.

DFPS staff are not authorized to sign non-DFPS forms, unless those forms have received prior approval by DFPS. DFPS is not bound to the terms of any forms signed by unauthorized staff.

I. DISPUTE RESOLUTION.

For Grantees that are not governmental entities, the Parties will use the dispute resolution process in Texas Government Code Chapter 2260 to resolve any dispute that arising under this Contract. Grantee's Notice of Claim of Breach of Contract is delivered to their assigned DFPS Contract Manager in their Contract and to the DFPS Office of General Counsel at the address listed below, by hand, certified mail return receipt requested, or other verifiable delivery service, and is effective on date received.

Office of General Counsel
Physical Address
701 W. 51st Street
Austin, TX 78751

Mailing Address
P.O. Box 149030
Austin, TX 78714-9030
Mail Code: E611

J. WAIVER.

DFPS' failure to enforce any provision of this Contract or its payment for services or goods provided under this Contract, will not constitute a waiver of any provision of the Contract.

K. CIVIL RIGHTS.

1. Grantee agrees to comply with state and federal anti-discrimination laws, including:
   a. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d et seq.);

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b. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794);
c. Americans with Disabilities Act of 1990 (42 U.S.C. §12101 et seq.);
d. Age Discrimination Act of 1975 (42 U.S.C. §§6101-6107);
e. Title IX of the Education Amendments of 1972 (20 U.S.C. §§1681-1688);
f. Food and Nutrition Act of 2008 (7 U.S.C. §2011 et seq.); and
g. DFPS's administrative rules, as set forth in the Texas Administrative Code, to the extent applicable to this Contract.

2. Grantee agrees to comply with all amendments to these laws, and all requirements imposed by the regulations issued pursuant to these laws. These laws provide in part that no persons in the United States will, on the grounds of race, color, national origin, sex, age, disability, political beliefs, or religion, be excluded from participation in or denied any service or other benefit provided by federal or state funding or otherwise be subjected to discrimination.
3. Grantee agrees to comply with Title VI of the Civil Rights Act of 1964, and its implementing regulations found at 45 CFR Part 80 or 7 CFR Part 15, prohibiting a Grantee from adopting and implementing policies and procedures that exclude or have the effect of excluding or limiting the participation of clients in its programs, benefits, or activities on the basis of national origin. Civil rights laws require Grantees to provide alternative methods for ensuring access to services for applicants and recipients who cannot express themselves fluently in English. Grantee agrees to take reasonable steps to provide services and information, both orally and in writing and electronically, in appropriate languages other than English to ensure that persons with limited English proficiency are effectively informed and can have meaningful access to government funded programs, benefits, and activities.
4. Grantee agrees to post applicable civil rights posters in areas open to the public informing clients of their civil rights and including contact information for the HHSC Civil Rights Office. The posters are available on the HHSC website at: http://hhscx.hhsc.texas.gov/system-support-services/civil-rights/publications.
5. Grantee agrees to comply with Executive Orders 13279 and 13559, and their implementing regulations at 45 CFR Part 87 or 7 CFR Part 16. These provide in part that any organization that participates in programs funded by direct financial assistance from the United States Department of Agriculture or the United States Department of Health and Human Services will not discriminate against a program beneficiary or prospective program beneficiary on the basis of religion or religious belief. Grantee must provide written notice to beneficiaries of these rights.
6. Upon request, Grantee will provide Texas Health and Human Services Commission (HHSC) Civil Rights Office with copies of the Grantee's civil rights policies and procedures.
7. Grantee must notify HHSC's Civil Rights Office of any civil rights complaints received relating to its performance under this Contract. This notice must be delivered no more than ten calendar days after receipt of a complaint. This notice must be directed to:

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HHSC Civil Rights Office
701 W. 51st Street, Mail Code W206
Austin, Texas 78751
Phone Toll Free: (888) 388-6332
Phone: (512) 438-4313
TTY Toll Free: (877) 432-7232
Fax: (512) 438-5885

L. PERMIT AND LICENSE.

Grantee will be responsible at their expense for obtaining all permits and licenses required by city, county, state or federal rules, regulations or laws necessary or required for the Grantee to provide services or goods under this Contract.

M. WARRANTY.

Grantee warrants that all services, deliverables and work done under this Contract will be completed in a manner consistent with generally accepted standards in the applicable trade, profession, or industry and conform to or exceed the specifications set forth in the Contract and be fit for ordinary use, of good quality, and contain no material defects.

N. E-VERIFY/EMPLOYEE ELIGIBILITY.

By entering into this Contract, Grantee certifies and ensures that it utilizes and will continue to utilize, for the term of this Contract, the U.S. Department of Homeland Security's e-Verify system to determine the eligibility of all persons employed during the Contract term to perform duties within Texas and all persons (including subgrantees) assigned by the Grantee to perform services, deliverables and work pursuant to the Contract.

O. REPORT OF WASTE, FRAUD OR ABUSE.

Grantees who suspect fraud, waste or abuse (including employee misconduct that would constitute fraud, waste, or abuse) are required to immediately contact both the Texas HHSC Office of the Inspector General at 1-800-436-6184 and the Texas State Auditor's Office at https://sao.fraud.texas.gov/ReportFraud/.

P. CULTURAL COMPETENCE.

1. Grantee will make reasonable efforts to provide services that meet each client's individual needs and takes into consideration the intellectual functioning, literacy, level of education and comprehension ability of each client in order to ensure that all information is presented in a way that meets each client's individual needs.
2. Grantee will provide services in the client's primary language either directly by Grantee or by a DFPS approved translator.
3. Grantee will have a cultural competence mission statement, core values or other similar guidance that provides how the Grantee will effectively provide these services to clients of various cultures, races, ethnic backgrounds and

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religions in a manner that recognizes and affirms the client's worth, protects and preserves the client's dignity and ensures equity of service delivery.

Q. PUBLICITY.

Grantee must not use the name of, or directly or indirectly refer to, DFPS, the State of Texas, or any other state agency in any media release, public announcement, or public disclosure relating to the Contract or its subject matter, including in any promotional or marketing materials, customer lists, or business presentations.

Grantee will publish, at its sole expense, results of Grantee performance under the Contract with DFPS's prior review and written approval, which DFPS will withhold at its sole discretion. Grantee will acknowledge the support received in all format types (written, visual and audio) from DFPS and the Federal Agency as applicable.

R. LIMITATION OF DFPS NAME, SEAL OR LOGO.

1. Grantee will not use the DFPS name, seal or logo in any form or manner without the prior written approval of DFPS.
2. Grantee will not use the DFPS name, seal or logo to imply any endorsement, approval, or sponsorship of Grantee's goods or services by DFPS.

S. SUBCONTRACTING AND SUBAWARDING.

As applicable under the Contract, Grantee will comply with the following.

1. Grantee will be responsible to DFPS for any subcontractor's and subgrantee's performance under this Contract. Subcontractors and subgrantees providing services under the Contract will meet the same requirements and level of experience as required of Grantee.
2. No subcontract or subaward under the Contract will relieve Grantee of responsibility for ensuring the requested services are provided.
3. Grantee cannot subcontract or subaward case management services without DFPS prior written permission.
4. Grantees planning to subcontract or subaward all, or a portion, of the work to be performed will identify the proposed subcontractors and subgrantees.
5. Subcontracting and subawarding will be solely at grantee's expense.
6. DFPS retains the right to check subcontractor's and subgrantee's background and approve or reject the use of submitted subcontractors and subgrantees.
7. Grantee will be the sole contact for DFPS and Grantee will list a designated point of contact for all DFPS inquiries.
8. Grantee will include a term in all subcontracts and subawards that incorporates this Contract by reference and binds subcontractors and subgrantees to all the requirements, terms, and conditions of this Contract related to the service being provided by the subcontractor and subgrantee, as well as, explicitly hold that this Contract controls in the event of any conflict with subcontract. DFPS approval of Grantee's use of any subcontractor and subgrantee is conditioned upon the extent that any subcontract and subaward does not conflict with any requirements of the Contract between DFPS and Grantee.

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9. Payments to subcontractors and subgrantees will be made pursuant to the Prompt Payment Act, Texas Government Code Chapter §2251, unless the terms of a federal contract, grant, regulation, or statute prevent DFPS from making a timely payment to the Grantee with federal funds.

T. CYBERSECURITY TRAINING.
If applicable to this Contract, and as directed by DFPS, the Grantee will comply with Texas Government Code Section §2054.5192 and complete this Section's Cybersecurity Training requirements. Grantee must submit verification of completion and compliance with this Section to DFPS.

SECTION VIII
CERTIFICATIONS & AFFIRMATIONS

As applicable to this Contract, Grantee certifies and affirms that by entering into this Contract that these certifications and affirmations apply to Grantee, and all of Grantee's principals, officers, directors, shareholders, partners, owners, agents, employees, subgrantees, independent contractors, and any other representatives who will provide services under, who have a financial interest in, or otherwise have an interest in this Contract.

A. Grantee has not given, offered to give, and does not intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this Contract.
B. Under Texas Government Code §2155.004 (regarding the prohibition of certain financial participation by persons) and §2155.006 and §2261.053 (both relating to ability to receive this Contract, and convictions or penalties regarding Hurricane Rita, Hurricane Katrina or other disasters), Grantee acknowledges that it is not ineligible to receive this Contract and that this Contract will be terminated and payment withheld if this certification is found to be inaccurate.
C. Under Texas Family Code §231.006 (relating to delinquent child support), Grantee acknowledges that it is not ineligible to receive the specified grant, loan, or payment and acknowledges that this Contract will be terminated and payment will be withheld if this certification is found to be inaccurate.
D. Grantee is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency under the regulations implementing Executive Order 12549 and Executive Order 12689, Debarment and Suspension, 2 CFR Part 376, and any relevant regulations promulgated by the department or agency funding this project. Grantee agrees that this provision will be included in its entirety in Grantee's subcontracts if payment in whole or in part is from federal funds. Furthermore, Grantee acknowledges that it has not been subjected to suspension, debarment, or similar ineligibility determined by any state or local governmental entity.
E. Grantee is not listed on the federal government's terrorism watch list described in Executive Order 13224. Entities ineligible for federal procurement are listed at

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https://www.sam.gov/portal/public/SAM/. This Contract will be terminated and payment withheld if this certification is inaccurate. This provision will be included in its entirety in Grantee's subcontracts if payment in whole or in part is from federal funds.

F. Under Texas Government Code §669.003 (relating to contracting with the executive head of a state agency), Grantee acknowledges that it is not the executive head of DFPS, was not at any time during the past four years the executive head of DFPS and does not employ a current or former executive head of DFPS.
G. Grantee acknowledges that it is not currently delinquent in the payment of any franchise taxes owed to the State of Texas under Texas Tax Code Chapter 171.
H. Payments to Grantee and Grantee's receipt of appropriated or other funds under this Contract are not prohibited by Texas Government Code §556.005, §556.0055 or §556.008 (relating to use of appropriated money or state funds to employ or pay lobbyists, lobbying expenses, or influence legislation).
I. If this Contract is for services, the Grantee will comply with Texas Government Code §2155.4441 for the purchase of products and materials produced in the State of Texas. However, this §2155.4441 is not applicable to Contracts or Agreements with federal funding that further prohibits the use of geographic preferences.
J. Grantee has not violated state or federal antitrust laws and has not communicated its bid for this Contract directly or indirectly to any competitor or any other person engaged in such line of business. Grantee hereby assigns to DFPS any claims for overcharges associated with this Contract under 15 U.S.C. §1, et seq., and Texas Business and Commerce Code §15.01, et seq.
K. If the Grantee is a "Company" under Texas Government Code §808.001, at the time of executing this Contract, the Grantee is verifying that it is not boycotting Israel and will not boycott Israel during the term of this Contract.
L. Under Texas Government Code §2155.0061, Grantee certifies that it is not ineligible to receive this contract and acknowledges that this contract may be terminated and payment withheld if it is found that during the five-year period preceding the date of this Contract, that the Grantee has been convicted of any offense related to the direct support or promotion of human trafficking.
M. Under Texas Government Code §2252.152, the Grantee warrants that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization.
N. The requirements of Texas Government Code 552, Subchapter J may apply to this Contract and the Grantee agrees that this Contract can be terminated if the Grantee knowingly or intentionally fails to comply with a requirement of this Subchapter.

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Exhibit C Grant Supplemental and Special Conditions
RFA HHS0008417

TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES
GRANT SUPPLEMENTAL AND SPECIAL CONDITIONS

SECTION I
SUPPLEMENTAL CONDITIONS

The following Supplemental Conditions modify the DFPS Grant Uniform Terms and Conditions.

A. Section I., B., **PROMPT PAYMENT** is deleted in its entirety.

B. Section I., C., **TRAVEL EXPENSES** is deleted in its entirety and replaced with the following:

Travel must always be billed at the current approved General Service Administration (GSA) rate in effect for the service date on the invoice. Rates may be found at: https://www.gsa.gov/travel-resources. Mileage rates may be found at: http://www.gsa.gov/mileage.

C. Section VII., R., **LIMITATION OF DFPS NAME, SEAL OR LOGO** is deleted in its entirety and replaced with the following:

1. Grantee will not use the DFPS name, seal or logo in any form or manner.
2. Grantee will not use the DFPS name, seal or logo to imply any endorsement, approval, or sponsorship of Grantee's goods or services by DFPS.

SECTION II
SPECIAL CONDITIONS

In addition to the DFPS Uniform Terms and Conditions, the Grantee agrees to comply with the following DFPS Grant Special Conditions.

A. REPORTING ABUSE, NEGLECT, OR EXPLOITATION.
Grantee will report any suspected case of abuse, neglect, or exploitation to the appropriate authority as required by the Texas Family Code Chapter 261.

B. REMEDIES.
In addition to any other remedy provided under this Contract or state or federal law, DFPS may impose the following.

DFPS reserves the right to implement the following remedies to ensure contract compliance or to address contract violations. DFPS may require the Grantee to take specific corrective actions to maintain compliance with applicable federal or state regulations and the terms and conditions of this Contract. The Grantee's failure to comply with the specific corrective

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actions from DFPS may be grounds for DFPS to suspend or terminate the Contract, in whole or in part.

1. **Technical Assistance.** DFPS may provide informal support, guidance, clarification, and other forms of technical assistance via phone, email, and fax to resolve contract or performance compliance issues. Grantee will document all such instances of technical assistance by DFPS in writing, including any implementation work.

2. Technical Resolution. DFPS and Grantee may enter a joint technical process. Both parties will hold face to face meetings or scan calls where both parties will identify issues, barriers, potential solutions, and implementation strategies to fix noncompliance and performance issues. DFPS will document these sessions and provide Grantee with a final technical guidance document for implementation.

3. Letter of Concern (LOC). A LOC is a tool to assist Grantees in meeting contract requirements. A LOC serves as a formal notification of an observed deviation from contract performance, Project Work Plan or other requirements. If there are still observed deviations three months after issuance of a LOC, PEI may then begin a Corrective Action Plan (CAP). A LOC may be issued in the following circumstances:

a. Outputs are not met for two (2) consecutive months.
b. A core program (as determined by DFPS) component is not delivered for one (1) quarter.
c. Identified reoccurring or ongoing issues that impact program performance for two (2) months.
d. Required data is late, incomplete or missing in PIERS for two (2) consecutive months.
e. Monthly billing is late, incomplete or missing for two (2) consecutive months.

4. Corrective Action Plan (CAP). DFPS will provide the Grantee with a CAP that identifies areas of noncompliance, poor performance, or other deficiencies. Grantee must respond in writing within the timeframes required in the CAP, address each identified defect, and provide an appropriately thorough response to DFPS for review and approval. After DFPS approves a CAP, it will be incorporated into the Contract by this reference. Upon receipt of DFPS approval, the Grantee must implement and maintain compliance with the requirements of the CAP. Failure to appropriately implement or maintain compliance with the CAP will serve as grounds for the exercise of any additional remedies under this Contract. A CAP may be issued in the following circumstances:

a. A core program (as determined by DFPS) component is not delivered for two (2) quarters.
b. Outputs are not met for four (4) consecutive months.
c. Identified reoccurring or ongoing issues that impact program performance for four (4) months.
d. Required data is late, incomplete or missing in PIERS for four (4) consecutive months.
e. Monthly billing is late, incomplete or missing for four (4) consecutive month.

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5. Financial Remedies for Actual Damages. DFPS reserves the right to implement fiscal remedies based on monitoring or audit findings of violations of Contract requirements; including recovery for any and all actual damages DFPS accrues as a result Grantee's noncompliance with this Contract.

6. Restriction of Staff. DFPS reserves the right to require Grantee to remove any employee, volunteer, or agent of the Grantee or any subgrantee from the provision of services under this Contract or to prohibit any employee, volunteer, or agent of the Grantee or any subgrantee from having direct contract with DFPS referred clients or client records.

C. INFORMATION SECURITY REQUIREMENTS.

Grantee must comply with: http://www.dfps.state.tx.us/Doing_Business/documents/Contractor_Data_and_System_Security_Requirements.pdf and agrees to periodically check for any updates made to this document and comply with any updates made to these requirements.

D. REMOVAL OF ACCESS.

Grantee will immediately remove access capabilities to any DFPS automated/internet-based application(s), or immediately notify DFPS that access to such applications needs to be terminated for an employee, subcontractor, subgrantee, or volunteer whose employment, subcontract, subaward or volunteer term with Grantee has ended for any reason.

E. TESTIMONY IN PROCEEDINGS.

Grantee will require its employees to testify in judicial and administrative proceedings at the request of DFPS. To the extent possible, Grantee will also assist DFPS in locating past employees, agents, volunteers, consultants, contractors or subgrantee when DFPS requires past employees, agents, volunteers, consultants, contractors or subgrantees to appear and testify in accordance with this subsection.

F. NOTIFICATIONS.

Grantee will notify the DFPS immediately of any significant change affecting Grantee or this Contract, including, but not limited to, change of Grantee's name or identity, ownership, control, governing board membership, key personnel, any problem or potential problem associated with performance or services, or payee identification number. Grantee will also provide DFPS with any documentation or information related to a notification provided for under this section. Grantee will also notify DFPS of any lawsuit brought against Grantee related to the services provided for in this Contract. Unless otherwise noted in this Contract, Grantee will provide all notices in writing to the DFPS within ten (10) working days.

G. TRANSITION AFTER TERMINATION.

At the end of the contract term or other contract termination or cancellation, Grantee will in good faith and in reasonable cooperation with the DFPS, aid in the transition to any new arrangement or provider of services. The respective accrued interests or obligations incurred to date of termination must also be equitably settled. Upon termination or expiration of this contract, DFPS will work with Grantee to transfer all services as efficiently as possible with

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the goal to have all necessary services transferred by the effective date of the expiration or termination of the Contract. However, if a transfer of all necessary services is not possible, Grantee will continue to provide necessary services in accordance with all terms and conditions of this Contract until all necessary client services are completely transferred.

H. STATEMENT OF WORK VS. PROJECT WORK PLAN.

The Statement of Work is the formal document incorporated into the contract. The Project Work Plan documents how the Grantee will achieve the performance measures outlined in the Contract. Changes to the Statement of Work require an amendment and Project Work Plans may be changed with written approval from PEI and the Grantee.

1. **Statement of Work Changes.** Grantee cannot make any changes to the Statement of Work without a formal contract amendment. An amendment is required to change any terms outlined in the contract including but not limited to:
    a. Performance measures (outputs/outcomes)
    b. Service areas outlined in the contract
    c. Target populations
    d. Addition or deletion of Primary Services outlined in the Statement of Work
    e. Addition or deletion of Ancillary services outlined in the Statement of Work
    f. Any extension of the contract end date

2. **Project Work Plan (PWP) Changes.**
    a. Any post-award contract changes to the PWP must not alter the Statement of Work for the contract without a contract amendment. The procurement and contract documents serve as the primary guide in establishing whether a change to the PWP is allowable.
    b. PEI may allow or make limited modifications to the PWP to meet unanticipated needs at any point during the life of the contract. Either the Grantee or PEI may identify the need for such a change.
    c. A Project Work Plan change requires prior written approval from PEI.
    d. A change to the Project Work Plan may include:
        i. Point of contacts
        ii. Service Delivery locations or hours
        iii. Service areas if the change is consistent with the original Statement of the procurement and resulting contract, e.g. add or subtract zip codes within a county (when applicable)
        iv. Policies or procedures used to provide services including:
            a. Intake process;
            b. Determining client eligibility;
            c. Plan or process for retaining clients in the program;
            d. Case documentation;
            e. Linking participants with other social service providers when necessary;
            f. Case closure or termination of services to clients; and
            g. Referrals to subawardees.

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v. Policies, procedures and strategies used to ensure services are not denied or delayed when Applicant's agency is at maximum capacity
vi. Staffing plan (provided change meets minimum contract requirements)
vii. Staff training plan
viii. Processes concerning contract administration
ix. Processes concerning subaward administration
x. Cost per client
xi. Subawardees (subcontractors)

I. QUALITY INCENTIVE PROJECT (QIP)

1. Deliverables

a. PEI will define a set of deliverables within each strategy of PEI programs to ensure the Grantee provides quality services.
b. PEI will inform the Grantee of the specific deliverable details and metrics for measuring via Notice of Award at the beginning of each State of Texas fiscal year and periodically throughout the contract lifecycle if PEI modifies the deliverables.
c. PEI will track QIP deliverables are tracked through the Prevention Early Intervention Reporting System (PEIRS) throughout each year of the contract.

2. Quality Incentive Project Payments

a. PEI may award QIP payments to high performing grantees for achieving deliverables if unspent appropriated funding is identified and approved for disbursement.
b. Grantee will receive notice of these disbursements via a Notice of Award.
c. Each fiscal year, Grantee may earn a maximum of 25% of their annual budget.

J. NOTICE OF AWARD.

PEI may use a Notice of Award to announce, modify or clarify the annual grant budget, performance measures, Quality Incentive Project (QIP) terms or other contract or grant requirements.

K. PROGRAM FORMS AND SOCIAL SECURITY NUMBERS.

Grantee is required to complete all fields of program forms in their entirety, including any social security number fields. If a client refuses to provide their social security number, Grantee must document refusal in the case file. The expectation is that Grantees make a good faith effort to obtain social security numbers and other information listed on the program form. Items with an asterisk on program forms are required fields in the database; however, the expectation is that the form is completed thoroughly. Primary caregivers must sign program forms giving consent for services prior to the provision of services.

L. CONTRACTUAL OBLIGATIONS. A Grantee's acceptance of funds directly under the contract or indirectly through a subaward acts as acceptance of the authority of the state, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. In accordance with the legislative audit committee, DFPS can request any documentation, at any time, to be sent to DFPS to a location DFPS chooses.

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Examples of documentation that may be requested includes, but is not limited to, client files in their entirety (progress notes, action plans, registration forms, protective factor surveys, sign in sheets, monthly tracking forms, referral information, etc.), invoices that support monthly billings, a grantee's full general ledger, etc.

M. COST REIMBURSEMENT CONTRACT.

1. **Basis for Payment.** DFPS is not obligated to pay unauthorized costs or to pay more than Grantee's allowable and incurred costs consistent with 45 CFR 75, Subpart E. Grantee is responsible for submitting bills in an accurate and timely manner for each service period and for notifying DFPS of a need to expedite payment. DFPS will make reasonable efforts to process all bills received in an accurate and timely manner but does not warrant immediate payment.
2. **Regulation Compliance.** Grantee will remain in compliance with 45 CFR Part 75, Subpart E. The reimbursement made to Grantee will not exceed Grantee's actual costs to provide the services under this Contract and Grantee's actual costs, both direct and indirect, must be allowable, reasonable, and allocable.
3. **Physical Property.** Grantee will assume responsibility for the protection of all physical property and equipment purchased under this Contract. Grantee must furnish DFPS with a written, factual report of the theft of, or damage to, any equipment purchased under this contract, including circumstances concerning the loss. In addition, in the event of any theft, vandalism, or other offense against the properties, Grantee will notify appropriate local law enforcement authorities.
4. **Equipment.** Equipment is any article of tangible nonexpendable personal property having a useful life of more than one year and an acquisition cost that equals or exceeds the lesser of: the capitalization level established by the Grantee for financial statement purposes or $5,000. Grantee will follow the provisions of 45 CFR 75.320 regarding disposition of any equipment purchased under this Contract with funds allocated to Grantee or its sub-awardee. Grantee will not give any security interest, lien, or otherwise encumber any item of equipment purchased with contract funds. Grantee will permanently identify all equipment purchased under this contract by appropriate tags or labels affixed to the equipment. Grantee will maintain a current inventory of equipment that is always available to DFPS upon request. Cost reimbursement Grantees must also follow the following guidelines when contracting with DFPS.
    a. Cost reimbursement grantee must add certain types of equipment items that are classified as "controlled assets" as designated in the Comptroller's State Property Accounting (SPA) Process User's Guide, available on the Internet, to their inventory. Grantees should review the SPA guide periodically for the most current list.
    b. All cost reimbursement grantees must follow the American Hospital Association's (AHA) "Estimated Useful Lives of Depreciable Hospital Assets" for equipment disposition purposes, except when federal or statutory requirements supersede.
    c. Grantee must request DFPS approval before disposing of equipment or controlled assets prior to the end of the useful life for that item.
    d. Any change to the equipment category in a cost reimbursement budget will require prior approval from DFPS.

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N. BUSINESS CONTINTUITY AND DISASTER RECOVERY PLANS.
Upon request from DFPS, Grantee will provide copies of its most recent business continuity and disaster recovery plans.

O. PAYMENTS UNDER STATE PLANS APPROVED UNDER TITLE IV-E AND TANF.
As applicable, Grantees must seek payment or adjustment to payments in accordance with the time limit specified in 45 Code of Federal Regulations (CFR) 95.1 that provides a two-year (eight fiscal year quarters) time limit for a State to claim Federal financial participation in expenditures under State plans approved under Title IV-E and Temporary Assistance for Needy Families (TANF).

Any invoice or amended invoice that is submitted to DFPS later than seven quarters after the end of the quarter of the expense, will not be processed unless DFPS determines that submission for payment of the bill to the federal government can be executed within the time limits provided in the CFR.

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COMMUNITY YOUTH DEVELOPMENT PROGRAM

PROJECT WORK PLAN

The Project Work Plan provides specific details of how services will be implemented under this Grant. The Project Work Plan is designed to be a flexible document that may be revised periodically over the Period of Performance. This flexibility allows the Grantee to propose minor revisions to services or operations to respond to changing context. Revisions to the Project Work Plan must not change the overall scope of the project and must be approved by DFPS prior to implementation. DFPS reserves the right to make the final determination on any proposed revisions.

GRANTEE NAME:

GRANT AGREEMENT NUMBER: TBD

PERIOD OF PERFORMANCE: 09/01/21-8/31/25

COUNTY & ZIP CODES/S:

RECORD OF PROJECT WORK PLAN CHANGES

CHANGE #	DATE APPROVED	SUMMARY OF CHANGE	APPROVED BY	BUDGET CHANGE (Y/N)
1				
2				
3				
4				
5				

CONTACT INFORMATION

TYPE	NAME	TITLE	EMAIL	PHONE
PRIMARY CYD PROGRAM CONTACT				
YAC COORDINATOR				
FISCAL MANAGER				
EXECUTIVE DIRECTOR OR PRESIDENT				
DATA CONTACT				
MEDIA CONTACT				

PUBLIC CONTACT INFORMATION

MAIN AGENCY WEBSITE:

AGENCY EMAIL ADDRESS:	PUBLIC PHONE:	PUBLIC EMAIL CONTACT:

Main Agency Office Address: List office locations (address and phone number), identifying primary and any other offices.

Do you have a process to determine if your agency or any subgrantees require a childcare license based upon the type and frequency of programming? If so, please describe your process for making your determination.

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SUB-AWARDEE CONTACT INFORMATION (*if applicable*)					
Program/Org Name	**Primary Contact Name**	**TITLE**	**EMAIL**	**WEBSITE**	**PHONE**

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CYD PROGRAM SUMMARY CHART (SCHOOL YEAR)

Program Component *List all required and ancillary program components offered*	**AGENCY DELIVERING PROGRAMMING**	**ANTICIPATED ANNUAL OUTPUT***	**ANTICIPATED AVERAGE MONTHLY OUTPUT***	**FREQUENCY OF PROGRAMMING**	**PROGRAM LENGTH**	**INTENSITY - Total # of sessions, visits, or interactions per Participant**	**DAYS/TIMES PROGRAMMING PROVIDED BY AGENCY**	**LOCATION – include all where programming is offered**	**VIRTUAL CAPABILITY (Y/N)**	**VIRTUAL MODIFICATIONS**
Ex: Mentoring	*Agency X*	*80*	*35*	*Weekly*	*4-month cohorts (fall & spring)*	*2 sessions weekly x 16 weeks = 32*	*M-F 8a-5p*	*Home, Community, School, Library.*	*Yes*	*Via X platform*
Mentoring										
Youth Advisory Committee (YAC)										
Youth Leadership Development (YLD)										
Post High-School Readiness (PHSR)										

** An unduplicated Youth served is an Index Youth with a unique PEIRS client ID number who receives at least one service and is only counted one time during the State fiscal year.*
Indicate if Youth served Output target includes any duplicated Youth served.

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CYD PROGRAM SUMMARY CHART (SUMMER)

Program Component *List all required and ancillary program components offered*	**AGENCY DELIVERING PROGRAMMING**	**ANTICIPATED ANNUAL OUTPUT***	**ANTICIPATED AVERAGE MONTHLY OUTPUT***	**FREQUENCY OF PROGRAMMING**	**PROGRAM LENGTH**	**INTENSITY - Total # of sessions, visits, or interactions per Participant**	**DAYS/TIMES PROGRAMMING PROVIDED BY AGENCY**	**LOCATION – include all where programming is offered**	**VIRTUAL CAPABILITY (Y/N)**	**VIRTUAL MODIFICATIONS**
Ex: Mentoring	*Agency X*	*80*	*35*	*Weekly*	*3-month cohorts (1 summer cohort)*	*2 sessions weekly x 12 weeks = 24*	*M-F 8a-5p*	*Home, Community, School, Library.*	*Yes*	*Via X platform*
Mentoring										
Youth Advisory Committee (YAC)										
Youth Leadership Development (YLD)										
Post High-School Readiness (PHSR)										

** An unduplicated Youth served is an Index Youth with a unique PEIRS client ID number who receives at least one service and is only counted one time during the respective month and once annually. Indicate if Youth served Output target includes any duplicated Youth served.*

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40 DEVELOPMENTAL ASSETS INVENTORY CHECKLIST (SCHOOL YEAR)

Indicate which Developmental Assets are expected to be built as a result of participation in the CYD program, including specific agency and program components targeting these assets as listed above.

Example: ☒ *Service to others - Agency/Subawardee X – YAC; Agency/Subawardee Y – YLD; Agency/Subawardee Z – Life Skills*

External Assets	External Assets	Internal Assets	Internal Assets
Support ☐ Family support ☐ Positive Family communication ☐ Other adult relationships ☐ Caring neighborhood ☐ Caring school climate ☐ Parent involvement	**Boundaries & Expectations** ☐ Family boundaries ☐ School boundaries ☐ Neighborhood boundaries ☐ Adult role models ☐ Positive peer influence ☐ High expectations **Constructive Use of Time** ☐ Creative activities ☐ Youth programs ☐ Religious community ☐ Time at home	**Positive Identity** ☐ Personal power ☐ Self-esteem ☐ Sense of purpose ☐ Positive view of personal future **Positive Values** ☐ Caring ☐ Equality & social justice ☐ Integrity ☐ Honesty ☐ Responsibility ☐ Restraint	**Social Competencies** ☐ Planning & decision-making ☐ Interpersonal competence ☐ Cultural competence ☐ Resistance skills ☐ Peaceful conflict resolution **Commitment to Learning** ☐ Achievement motivation ☐ School engagement ☐ Homework ☐ Bonding to school ☐ Reading for pleasure
Empowerment ☐ Community values Youth ☐ Youth as resources ☐ Service to others ☐ Safety			

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40 DEVELOPMENTAL ASSETS INVENTORY CHECKLIST (SUMMER)

Indicate which Developmental Assets are expected to be built as a result of participation in the CYD program, including specific agency and program components targeting these assets as listed above.

Example: ☒ *Service to others - Agency/Subawardee X – YAC; Agency/Subawardee Y – YLD; Agency/Subawardee Z – Life Skills*

External Assets	External Assets	Internal Assets	Internal Assets
Support ☐ Family support ☐ Positive Family communication ☐ Other adult relationships ☐ Caring neighborhood ☐ Caring school climate ☐ Parent involvement	**Boundaries & Expectations** ☐ Family boundaries ☐ School boundaries ☐ Neighborhood boundaries ☐ Adult role models ☐ Positive peer influence ☐ High expectations **Constructive Use of Time** ☐ Creative activities ☐ Youth programs ☐ Religious community ☐ Time at home	**Positive Identity** ☐ Personal power ☐ Self-esteem ☐ Sense of purpose ☐ Positive view of personal future **Positive Values** ☐ Caring ☐ Equality & social justice ☐ Integrity ☐ Honesty ☐ Responsibility ☐ Restraint	**Social Competencies** ☐ Planning & decision-making ☐ Interpersonal competence ☐ Cultural competence ☐ Resistance skills ☐ Peaceful conflict resolution **Commitment to Learning** ☐ Achievement motivation ☐ School engagement ☐ Homework ☐ Bonding to school ☐ Reading for pleasure
Empowerment ☐ Community values Youth ☐ Youth as resources ☐ Service to others ☐ Safety			

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OUTPUTS	TARGET	OUTCOMES	TARGET
OUTPUT 1: Expected average number of unduplicated Index Youth served annually.		**OUTCOME 1:** 10-17-year-old Index Youths will not engage in delinquent behavior.	100%
OUTPUT 2: Expected number of unduplicated Index Youth served monthly during the school year (September – May).		**OUTCOME 2:** Index Youth report positive outcomes in at least one domain of the Program Experience Survey at discharge	80%
OUTPUT 3: Expected number of unduplicated Index Youth served monthly during the summer (June-August)		**OUTCOME 3:** Index youth improve in at least one domain or area of the survey chosen by PEI between pre- and post-program participation.	75%
OUTPUT 4: Index Youth will complete the PEI Program Experience Survey at Discharge	50%		
OUTPUT 5: Index Youth will complete a matching pre-program participation and post-program participation survey as designated by PEI	60%		

TARGET POPULATION	
AGE RANGE	ANTICIPATED PERCENTAGE OF YOUTH SERVED ANNUALLY
Youth Ages 6-9	
Youth Ages 10-17	

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GOALS AND OBJECTIVES *Please outline the goals and objectives for the first year of the Grant. Objectives are intended to operationalize goals and should be Specific, Measurable, Achievable, Relevant and Time-bound (SMART). (http://www.health.state.mn.us/divs/opi/qi/toolbox/objectives.html). This section will be updated annually prior to the beginning of each fiscal year.*
Goals for the program
1. 2. 3.
Goal 1:
Objective 1: Objective 2: Objective 3:
Goal 2:
Objective 1: Objective 2: Objective 3:
Goal 3:
Objective 1: Objective 2: Objective 3:

LOGIC MODEL *There is a wide variety of logic model formats, but most have the same key components including (resources/inputs, activities, outputs, outcomes and impact). Please include your logic model below.*

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COMMUNITY STRENGTHS AND NEEDS ASSESSMENT (CSNA)
Include CSNA as an attachment to this Project Work Plan and label Attachment D-1 CSNA
What methods will be used to collect data for the CSNA?
Please summarize your process for implementing your CSNA, including how data will be utilized to identify Community strengths, needs, assets and gaps in available Youth programming to determine the most appropriate priorities and program array for your local CYD program. Reference CYD RFA Section 2.5.1.E and F for list of CSNA required components.
How will CSNA results and recommendations for changes to programming be implemented as part of your action plan?
How will the Youth Advisory Committee (YAC) be involved in developing the CSNA?

LOCAL COALITION
Describe the Local Coalition structure, and if it is exclusively focused on the CYD Program or has a broader community mission with the CYD Program as one focus area.
Describe how Youth will be actively involved in collaborative leadership and decision-making. Youth should assume shared responsibility with appropriate levels of support and have the ability to and carry out youth-initiated activities. Please reference Hart's Ladder of Participation.
Describe how the Local Coalition will assist with the CYD Strengths and Needs Assessment (CSNA).
Determine how Local Coalition will integrate and promote the CYD Program into the Community. Examples may include: outreach events, community events, utilizing existing resources, identifying external funding sources, and connecting to community stakeholders and other existing family support systems.
Describe how the Local Coalition will encourage collaboration among area agencies to provide an integrated means of identifying barriers to program delivery, finding solutions to these barriers, providing a diverse menu of resources to meet a range of client needs.
Describe how the Local Coalition will work collectively to promote Positive Youth Development in the Community.
Describe any barriers to collaboration between the Local Coalition and the fiscal agent and explain its strategy for addressing those barriers.
Please attach a list of entities that will participate in the collaboration as **Attachment D-2 Local Coalition** Participants.

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REQUIRED & ANCILLARY PROGRAMMING PROVIDED (SCHOOL YEAR)
Please describe in detail the CYD Required and Ancillary Programming your agency provides and how the program will be delivered.

REQUIRED PROGRAMMING – SCHOOL YEAR (*Add Sections as Necessary)*

MENTORING	
Organization/Program Name:	**FY : Program Funding Amount:**
Grant Agreement Period: From: To:	
All addresses (locations) where services will be provided, (please use full address):	
Describe the Mentoring services to be provided in detail, and Mentoring guidelines as outlined in Section 2.5.10(A)(1) of the RFA:	
What is the adult mentor to Youth mentee ratio:	
Youth Population to be served:	
☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity:	**Grades Targeted:**

YOUTH ADVISORY COMMITTEE (YAC)	
Organization/Program Name:	**FY : Program Funding Amount:**
Contract Period: From: To:	
All addresses (locations) where services will be provided, (please use full address):	
Describe the YAC program design, meeting structure and implementation plan in detail as outlined in Section 2.5.10 (A)(2) of the RFA:	
Describe the process for ensuring YAC members will be provided opportunities to serve in leadership roles in the community:	
Describe your process for planning participation in the annual Youth Summit, including recruitment, communication with YAC Coordinator, and ensuring expectations for involvement and engagement are met:	
Youth Population to be served:	

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☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity:	**Grades Targeted:**

YOUTH LEADERSHIP DEVELOPMENT (YLD)	
Organization/Program Name:	**FY : Program Funding Amount:**
Grant Agreement Period: From: To:	
All addresses (locations) where services will be provided, (please use full address):	
Summarize the YLD program design and services to be provided in detail as outlined in Section 2.5.10 (A)(3) of the RFA. Include a YLD Scope and Sequence and label as Attachment D-3 Scope and Sequence	
Describe how the three YLD elements will be incorporated into your program design. **1. Leadership knowledge** **2. Leadership skill building** **3. Leadership in action**	
Describe the process for ensuring YLD program Participants will be provided opportunities to serve in leadership roles in the community:	
Youth Population to be served:	
☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity:	**Grades Targeted:**

POST HIGH SCHOOL READINESS (PSHR)	
Organization/Program Name:	**FY : Program Funding Amount:**
Grant Agreement Period: From: To:	
All addresses (locations) where services will be provided, (please use full address):	
☐ Career exploration and workforce readiness ☐ College readiness ☐ Curriculum-Based Life Skills ☐ Life Skills Non-Curriculum ☐ Other: _____ ☐ Other: _____ *Check all that apply*	

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Describe the PSHR programming to be provided in detail as outlined in Section 2.5.10 (A)(4) of the RFA:	
Describe how PSHR programming will equip Youth with the experiences and skills necessary to successfully manage the responsibilities required upon entering college, career, and workplace environments:	
Youth Population to be served:	
☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity:	**Grades Targeted:**

ANCILLARY PROGRAMMING – SCHOOL YEAR (*Add Sections as Necessary)*

Service Provider Information	
Organization/Program Name:	**FY__: Program Funding Amount: _____**
Grant Agreement Period: From: _____To: _____	
All addresses (locations) where services will be provided, (please use full address):	
☐Youth-Based Curriculum ☐Family-Based Curriculum ☐ Sports and Movement ☐ Academic Support ☐Family Focused Activity ☐ Arts and Cultural Enrichment ☐ Service Coordination *Check all that apply*	
Describe the programming to be provided in detail. For each program component chosen above, list and detail information each program component separately.	
Target Population to be served:	
☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity:	**Grades Targeted:**

REQUIRED & ANCILLARY PROGRAMMING PROVIDED (SUMMER)
Please describe in detail the CYD Required and Ancillary Programming your agency provides and how the program will be delivered. For each program component, indicate which Developmental Assets are expected to be built as a result of participation in the program component.

REQUIRED PROGRAMMING - SUMMER (*Add Sections as Necessary)*

MENTORING	
Organization/Program Name:	**FY : Program Funding Amount:**

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Grant Agreement Period: From: To:	
All addresses (locations) where services will be provided, (please use full address):	
Describe the mentoring services to be provided in detail, and mentoring guidelines as outlined in Section 2.5.10 (A)(1) of the RFA:	
What is the adult mentor to Youth mentee ratio:	
Youth Population to be served:	
☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity:	**Grades Targeted:**

YOUTH ADVISORY COMMITTEE (YAC)	
Organization/Program Name:	**FY : Program Funding Amount:**
Grant Agreement Period: From: To:	
All addresses (locations) where services will be provided, (please use full address):	
Describe the YAC program design, meeting structure and implementation plan in detail as outlined in Section 2.5.10(A)(2) of the RFA:	
Describe the process for ensuring YAC members will be provided opportunities to serve in leadership roles in the community:	
Describe your process for planning participation in the annual Youth Summit, including recruitment, communication with YAC Coordinator, and ensuring expectations for involvement and engagement are met:	
Youth Population to be served:	
☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity:	**Grades Targeted:**

YOUTH LEADERSHIP DEVELOPMENT (YLD)	
Organization/Program Name:	**FY : Program Funding Amount:**
Grant Agreement Period: From: To:	
All addresses (locations) where services will be provided, (please use full address):	

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Summarize the YLD program design and services to be provided in detail as outlined in Section 2.5.10(A)(3) of the RFA.
Describe how the three YLD elements will be incorporated into your program design. **4. Leadership knowledge** **5. Leadership skill building** **6. Leadership in action**
Describe the process for ensuring YLD program Participants will be provided opportunities to serve in leadership roles in the community:

Youth Population to be served:	
☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity:	**Grades Targeted:**

POST HIGH SCHOOL READINESS (PSHR)	
Organization/Program Name:	**FY : Program Funding Amount:**
Grant Agreement Period: From: To:	
All addresses (locations) where services will be provided, (please use full address):	
☐ Career exploration and workforce readiness ☐ College readiness ☐ Curriculum-Based Life Skills ☐ Life Skills Non-Curriculum ☐ Other: _____ ☐ Other: _____ *Check all that apply*	
Describe the PSHR programming to be provided in detail as outlined in Section 2.5.10(A)(4) of the RFA of the RFA:	
Describe how PSHR programming will equip Youth with the experiences and skills necessary to successfully manage the responsibilities required upon entering college, career, and workplace environments:	

Youth Population to be served:	
☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity:	**Grades Targeted:**

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ANCILLARY PROGRAMMING – SUMMER (*Add Sections as Necessary)*

Service Provider Information	
Organization/Program Name:	**FY__: Program Funding Amount: _____**
Grant Agreement Period: From: _____To: _____	
All addresses (locations) where services will be provided, (please use full address):	
☐ Youth-Based Curriculum ☐ Family-Based Curriculum ☐ Sports and Movement ☐ Academic Support ☐ Family Focused Activity ☐ Arts and Cultural Enrichment ☐ Service Coordination *Check all that apply*	
Describe the programming to be provided in detail. For each program component chosen above, list and detail information each program component separately.	
Target Population to be served:	
☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity:	**Grades Targeted:**

Family and Primary Caregiver Engagement: *Please outline your plan for how families and primary caregivers will be engaged in the CYD program.*
What strategies will be used to demonstrate a commitment to the meaningful involvement of Families and Primary Caregivers in CYD?
Please detail the timeline for implementing your plan and strategies as described above.

PROGRAM CURRICULUM AND EVIDENCE-BASED AND PROMISING PROGRAMS *Please briefly describe how all funded evidence-based or promising programs will be implemented.*
Provide **Exhibit H Evidence-Based Ranking Tool** and label as **Attachment D-4 Evidence-Based Ranking Tool**
Applicant provides documentation of evidence-base, research or information on each proposed program with a curriculum by completing the PEI Evidence-Based Program Ranking Tool.
For each Evidence-Based Program or Promising Practice Program proposed, describe any variations from the Evidence-Based Program(s) that have been approved by the developer.

Curriculums *Add additional rows as needed*			
Curriculum Name	Program Component (to be used with)	Link to Website or Information	Notes/Comments

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Virtual Programming *Please briefly describe how you may shift components of your program to virtual if needed.*			
What is your plan if for any reason **training** must shift to a **virtual format** due to social distancing, local restrictions etc.?			
If applicable, please indicate whether any events may need to be modified or cancelled should social distancing or local restrictions be in effect. Add additional rows if necessary.			
Event or Initiative	**Begin Date**	**End Date**	**Audience/ Stakeholders**
For each Program Component able to be provided virtually, describe any variations or modifications.			

Collaborating with PEI Grantees within Service Area *Please detail efforts to collaborate with PEI Grantees within Service Area*
Describe planned work with PEI Grantees within the service area to plan for partnerships. Outline work that will take place within 60 calendar days of the Grant's execution.
Describe partnership and collaboration efforts with local Family And Youth Success Program (FAYS).

PROGRAM IMPLEMENTATION

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Please describe in detail how program will be implemented under this Grant Agreement
Please indicate what startup activities will be necessary at the start of a Grant Agreement (e.g. adding a new sub-awardee) including hiring and training staff, publicizing your PEI program in the community, and recruiting Youth to the program.
Describe outreach and recruitment strategies and plans. Include plans to reach and engage families demonstrating priority characteristics. If any special population of Youth and families were identified through your CSNA to be served by the program, please provide and the ways the organization will tailor program delivery or outreach to meet the unique strengths, circumstances and needs of the population(s).
Describe plans to alleviate barriers to engagement and participation. Outreach and retention plans should include consideration of community context and information gathered from the CSNA such as Youth with the potential to be underrepresented in programming such as young men or Youth of color.
Describe accessibility of programming to Youth. Applicant must offer programming at times and places that meet the needs of local Youth.
Describe how transportation needs will be met. Address any Youth transportation barriers or needs, and how you will coordinate or provide transportation of Youth to participate in CYD program activities.
Describe the procedures or processes for enrollment, including how a family's eligibility will be assessed. Include information on any screening and assessment instruments your program will use to determine eligibility, needs, and strengths. Include details on the completion of PEI forms and action plans. Include your process for obtaining a new data authorization form annually for each Participant.
List any pre- or post-assessment tools or surveys that will be utilized during program (e.g. 40 Developmental Assessments or organizational surveys etc.)
Outline retention plans. If incentives will be used to support retention, describe plans for incentives, including the types of incentives to be provided, the intervals in the program at which the incentives will they be given, and what added benefit the incentives provide to the client.
Describe how Youth are referred to other needed supports when a Participant would benefit from additional programming or supports or when program is at capacity. Include how referrals to other programs or providers are documented, tracked, and supported.
Describe Participant activity documentation system(s), processes, and procedures. Include a description of how documentation is maintained and utilized to support program activities as well as information that will be required in Participant file or activity notes.
Describe how program completion for Participants will be determined, as well as processes and procedures for Participant closure and any follow-up. Include details of Participant closure documentation, Post surveys, and administration of the Program Experience Survey.

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Outline plans to sustain programming beyond the five-year Period of Performance.
Are program offerings listed on 2-1-1 current?
☐ **YES or** ☐ **NO**

ORGANIZATIONAL COMPETENCE
Describe strategies program will use in acknowledging and respecting the diversity of Youth and Families, including their cultural traditions, languages, values, socio-economic status, family structures, sexuality, gender identification, religion, individual abilities and other aspects.
Describe diversity within organizational leadership and plans to increase diverse backgrounds and demographics of board members or other leadership during the grant period.
Describe plans for utilization of the Youth Program Quality Assessment (YPQA), including your organization's plan for completing training and ongoing improvement planning and improvement plan implementation processes across the 5-year grant cycle. These plans should include Subawardees, if applicable.

PROJECT STRUCTURE & STAFFING
PEI programs for which the organization is currently receiving funding:
Provide the following attachment(s):
▪ **Agency organization chart** for the lead agency that shows how the PEI-funded program activities fit into the overall structure. Please include names and titles for positions that will directly work on this project. Label as **Attachment D-5 Agency Org Chart**. ▪ **CYD Program Chart** should include all lead agency staff and volunteers funded by CYD and clearly show lines of reporting and supervision. Label as **Attachment D-6 CYD Program Chart**. ▪ If sub-awardees will be used, please include a project chart that shows the reporting structure between the lead and the subawardee(s), as well as sub-awardee positions that will work on this project. Label as **Attachment D-7 Subawardee Org Chart**.
Describe the staffing structure for the project. Describe qualifications for administrator(s), supervisor(s), staff working directly with program Participants and data staff. Describe intentional recruitment of staff with diverse backgrounds and experience supporting Positive Youth Development.
Describe supervision structure. Detail plans for administrative, clinical, and reflective supervision for staff.
Indicate whether volunteers or interns will be used. If so, please specify tasks or duties, minimum

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qualifications, trainings, and supervision structure.

Identify who will be responsible for ensuring background checks are conducted. Describe your process for ensuring background checks are conducted.

Describe plan for maintaining required activities during vacancies and staff transitions. Include tangible plans for program oversight; program delivery; recruitment and outreach; sustainment of relationships; and community and systems-level strategy.

Describe your organization's policies and procedures for reviewing case files for quality and completeness.

Describe your process for tracking all training for staff including tracking of training at the Subawardee level (if applicable) and the position(s) responsible for tracking.

List the training your staff and Subawardee staff (if applicable) will receive as part of your training plan. In addition to evidence-based training requirements (if applicable), list any specialized trainings you anticipate providing to staff (e.g. cultural humility, cultural competency, mental health first aid, etc.). Please add additional rows as needed.

Training Type/Title	**Staff Roles Receiving**	**Training Process**	**Timeframe**
		☐ In-person by model ☐ In-person consultant ☐ By supervisor/staff ☐ Webinar ☐ Self-guided	
		☐ In-person by model ☐ In-person consultant ☐ By supervisor/staff ☐ Webinar ☐ Self-guided	
		☐ In-person by model ☐ In-person consultant ☐ By supervisor/staff ☐ Webinar ☐ Self-guided	
		☐ In-person by model ☐ In-person consultant ☐ By supervisor/staff ☐ Webinar ☐ Self-guided	
		☐ In-person by model ☐ In-person consultant ☐ By supervisor/staff ☐ Webinar	

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		☐ Self-guided	

DATA & DATA USE *Please briefly describe the quality assurance processes that will be utilized for this Grant Agreement*
Describe how your agency will use data to identify ongoing client and community needs and inform ongoing program improvement.
Describe your quality control procedures to ensure the accuracy and timeliness of data entry for all CYD programming provided, including the staff position(s) responsible for data entry, quality assurance, and analysis.

GRANT ADMINISTRATION
Describe how you will effectively administer the grant to ensure that contractual deadlines are met and that the budget is appropriately managed.
Describe the quality assurance procedures you have in place.

SUB AWARDEE MANAGEMENT & MONITORING *If applicable, please describe how you will ensure quality and compliance for any partner agencies*
Which components of your CYD program do you intend to subaward? Describe below.
Describe your process for awarding Subgrantees.
Describe your quality control procedures to ensure accuracy and timeliness of data entry from information submitted by your Subgrantees.
Describe how you will effectively administer the Grant to ensure that the budget and billing is appropriately managed to prevent any lapse in grant funds.
Please indicate how you will ensure fiscal compliance including timely billing, allowability, necessity, reasonableness and allocability of expenses.
Describe how you will perform ongoing management of any Subgrants to ensure compliance with Grant requirements and quality in program delivery. Include plans for orientation, training, support, communication, and monitoring.

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Please indicate how you will ensure Subgrant fiscal compliance including timely billing, allowability, necessity, reasonableness and allocability of expenses.
Will a risk assessment process be used to identify Subgrantees to include in the monitoring? If yes, describe the risk assessment process. Any tools to be used during the process should be attached and labeled as **Attachment D-8 Risk Assessment Tools**.
Provide a preliminary schedule for formal compliance monitoring of Subgrantees during the Period of Performance. Attach copies of monitoring tools utilized to review Subgrantees including fiscal, programmatic and administrative information and label as **Attachment D-9 Monitoring Tools**.
Describe the process for continually monitoring Subgrantee Outputs to ensure they are met on a monthly and annual basis.
Describe the process and systems for Subgrantee performance accountability, including but not limited to when Corrective Action Plans will be implemented.

LOG OF ATTACHMENTS *Add additional rows as needed*		
Name of attachment	Provided to PEI	Notes:
Attachment D-1: CSNA	☐ **YES or** ☐ **NO**	
Attachment D-2: Local Coalition Participants	☐ **YES or** ☐ **NO**	
Attachment D-3: YLD Scope and Sequence	☐ **YES or** ☐ **NO**	
Attachment D-4: PEI Evidence-Based Ranking Tool	☐ **YES or** ☐ **NO**	
Attachment D-5: Agency Org Chart	☐ **YES or** ☐ **NO**	
Attachment D-6: CYD Program Chart	☐ **YES or** ☐ **NO**	
Attachment D-7: Subawardee Org Chart	☐ **YES or** ☐ **NO**	
Attachment D-8: Risk Assessment Tools	☐ **YES or** ☐ **NO**	
Attachment D-9: Monitoring Tools	☐ **YES or** ☐ **NO**	

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COMMUNITY YOUTH DEVELOPMENT

Community Strengths and Needs Assessment Toolkit and Data Sources

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INTRODUCTION

The Texas Department of Family and Protective Services (DFPS), Prevention and Early Interventions (PEI) division funds a variety of programs to help prevent abuse, neglect, delinquency, and truancy of children. Community Youth Development (CYD) programs must include Mentoring, facilitating a Youth Advisory Committee, fostering Youth Leadership Development, and providing opportunities for Parent Involvement. Additional CYD services may be conducted if the required Community Strength and Needs Assessment (CSNA), detailed below, identifies specific needs.

Each site must conduct and submit a CSNA to identify local needs; CSNAs are updated and submitted every two years or as otherwise determined by DFPS throughout the funding cycle. According to Request for Proposals (RFP) for CYD, the CSNA must be:

- used to develop service needs,
- focused on juvenile delinquency prevention and protective factors,
- developed with input from community, including youth and Local Coalition, and
- publicly available.

NEEDS ASSESSMENT

What is a community needs assessment?

While there are many youth-focused evidence-based prevention models and interventions, as well as holistic positive youth development programs, a challenge in juvenile justice prevention is choosing the best model or approach or program that will address the needs of youth and their families in the community. In order to select the best possible program and/or services needed, a comprehensive needs assessment is key in order to understand a community's strengths, needs, assets and resource gaps. A community needs assessment provides local stakeholders with the necessary information to allow for informed decision-making to take place on the most pressing needs by prioritizing and identifying subsequent approaches to address those concerns.

A needs assessment is a tool that can be used to understand a community's needs and assets.

Through the assessment process, information can be gathered to describe youth development programs and services in the community, the impact on youth community members, current efforts already taking place, and gaps in community resources in regard to the youth services, opportunities, programs and services available. The results of a needs assessment is utilized to make informed decisions, as well as inform community members and stakeholders about youth. A strengths and needs assessment is a tool used to survey available services, knowledge, perceptions, and attitudes of a target audience on a specific topic area. The data collected through this needs assessment will help to gather key information about young people's knowledge, experience, and perceptions; available services for youth in schools and the community; and available resources to support young people's development to adulthood. This information will assist the local CYD program in identifying strengths and gaps in service provision and resources, while also identifying what is working to allow Grantees to better leverage resources to achieve desired outcomes. The needs assessment alerts CYD staff members to what is happening in their organization and community. While the local CYD will benefit from the information learned from the assessment and will report these findings to the PEI staff, there a variety of other audiences that would benefit from what is learned through the assessment. All CYD staff could consider publishing a report of the findings in the local newspaper, school district newsletter, or other publications of general distribution, or use the findings to secure additional funding for other projects.

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METHODS

To standardize the process of the CSNA review, a CSNA checklist and evaluation tool was developed (See Appendix A). The tool was derived from various sources that outline necessary components in a community needs assessment process, as well as recommended components of a CSNA report. Additionally, the evaluation team reflected on decades of professional experience in conducting community assessments.

The checklist is comprised of two sections – the ***essential components checklist*** and the ***deconstructed essential components***. The initial portion of the checklist contains a listing of the essential components for a CSNA report, with the caveat that in some cases a funding source might have a preferred outline an assessment report should follow. The deconstructed essential components breaks down each component into the building blocks which together construct a complete component. The checklist and deconstructed components can be used together or separately, as a guide, checklist, or an evaluative tool. However used, it is important to remember the contexts in which a CSNA occurs can vary widely and have small or large impacts on the assessment itself and thereby the final report.

The essential components are as follows:

- **Title Page**
    - A title page identifies the authoring organization, the report date, and a title which should reflect the community about which the data within is referring to, e.g., *2019 Brazos Valley Health Assessment*.
- **Introduction**
    - The introduction should provide the reader with background information as to the assessment's purpose/history, area/topic of focus, timeframe, and sponsors/supporters/partners.
- **Community description**
    - This component describes the community using details such as an overview of the community's history, demographics, geographic boundaries, service area, etc. It should be comprehensive enough that someone who does not live in the community can get a fairly accurate picture of the community. Common sources for information that could be incorporated include the Chamber of Commerce, U.S. Census Bureau, county or city websites, etc. Depending on the community, it is often helpful to include a map.
- **Data collection methods**
    - Describing the data collection strategy includes providing step-by-step protocol for how the data was collected, including from whom, a description of the instrument(s) or data collection tool questions, if the data was collected in person, online, by mail, etc., and if it was quantitative or qualitative data. It is generally accepted to also discuss who collected the data (e.g. community partners, staff, researchers, graduate students, youth, etc.) and how they were trained.
- **Data analysis**
    - A long, scientific explanation of statistical analyses is not necessarily needed, the level of explanation for data analysis should be appropriate for the report's audience. However, an overview of how the data was analyzed is appropriate. For example, if interviews were conducted, then the data analysis explanation might be similar to: "Thirty interviews were conducted for the Pretendville Community Strength and Needs Assessment in 2018. Those interviewed included community leaders, local health and human service providers, and community residents. Special effort was made to include community representatives to provide voice for youth and senior citizens. Interview notes were analyzed for common themes……"

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- **Results**
    - The results component should be the bulk of the assessment report and should include a discussion of findings (respondent profiles (demographics of participants), response rates, summary of survey responses); illustrations which supplement findings (graphs/charts); and comparison to county, regional, state, and/or national level data if available. It can be easily organized by topic area (health and wellness, substance abuse, crime, access to health care, etc.) and/or data collection method (survey, interview, focus group, etc.). It is be important to refer across the methods when interview data supports similar findings in an online survey or secondary data. This component is also where the discovery of any gaps in services should discussed.
- **Implication of findings**
    - When writing the implication of findings, the needs which have been identified should be discussed, including the prioritization of those needs and what they mean for/how they impact the community.
- **Conclusion & Recommendations**
    - Provide a brief recap of the CSNA's purpose, primary findings, any limitations in the assessment's methodology or results; and for the CYD program, describe how results should be used to adapt CYD services to address issues or facilitate community collaborative efforts to improve the community. Conclude with recommendations and associated action steps. Action steps should be used to encourage future activities and furthering progress to achieve common goals.
- **References**
    - The assessment report should provide a complete list of references, especially of secondary data was utilized to describe the community or as a comparison source for primary data collection results. Do not forget that if an item is on the reference page, then that reference should be cited within the assessment report's text as well.
- **Appendices**
    - In some cases pictures, maps, or data tables are too large for inclusion within the test portion of the report or would take too much space resulting in a report that does not flow well. A suggestion is to move this information to an appendix and refer to it within the full text of the document. Appendices could also include items such as data collection instruments (not data!), lists of community partners/sponsors, recruitment materials, etc.

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Checklist Items	Explanation	Yes	No	Comments
Report Structure	**Essential components to be included in the final CSNA report**			
Title page	Report title, authoring organization, date	❑	❑	
Executive summary/abstract	Brief summary of purpose (scope, goals), methods and key findings	❑	❑	
Table of contents (optional)		❑	❑	
Introduction and community description	Overview of community history, demographics (zip code level if possible), geographic boundaries (service area), etc.	❑	❑	
Data collection methods	Describes data collection strategy and step-by-step protocol, including a description of instruments and methods; description of how community partners and youth were involved in the assessment	❑	❑	
Data analysis	Explain analysis methods	❑	❑	
Findings	Discussion of findings (participant profiles, response rates, summary of survey responses); illustration of findings (graphs/charts); comparison to other communities, county, region, state, and/or national data	❑	❑	
Community assets	Description of community strengths and assets; existing resources, stakeholders, etc.	❑	❑	
Implications of findings	Discuss findings implications - emergent needs, gaps in current resources, prioritization of these needs	❑	❑	
Recommendations	Recommendations for action and associated action steps	❑	❑	
Conclusion	Brief recap of purpose, findings, limitations of the assessment; description of how results should be used to adapt CYD services to address issues or facilitate community collaborative efforts to improve the community	❑	❑	
References	List all references. All references should be cited within the text of the report	❑	❑	
Appendices	Can include, but not limited to, collaborative partner listing, data collection instruments, data sources, etc.	❑	❑	
Community description				
Clearly defined geographic boundary	Service area (zip code?) is clearly described	❑	❑	
Geographic Map	Map included	❑	❑	
Community demographics	Community demographics presented (age, race, SES, drop out rates, etc.)	❑	❑	
Service area points of interests, relevance	Describe relevant points of interest in community where target population is engaged (number of middle/high schools, access to health/mental health care, new or closed down critical services, etc.)	❑	❑	

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Target population	The program's target population is described	❑	❑
Data collection methods			
Collaboration	Description of collaboration for completion of assessment	❑	❑
Partners involved	Authentic community partner and youth engagement	❑	❑
Timeline	Provides a step-by-step description of the assessment process	❑	❑
New or recurring	Describes if the assessment process used in new or a recurring process (if recurring, briefly summarize previous findings and any changes from previous assessment to current)	❑	❑
Data collection methods	Each data collection described individually, including summary of topics, or sample questions or secondary data sources	❑	❑
Data collection methods included	secondary data	❑	❑
	survey	❑	❑
	focus groups or town hall meetings	❑	❑
	interviews	❑	❑
	photovoice	❑	❑
	environmental scan	❑	❑
	other: _____	❑	❑
Data type	Quantitative	❑	❑
	Qualitative	❑	❑
Sample	Description of who was included in the assessment data collection and the methods for selecting/recruiting participants	❑	❑
Sample type	convenience	❑	❑
	random	❑	❑
	other: _____	❑	❑

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APPENDIX B

SUMMARY OF DATA SOURCES

Bureau of Labor Statistics

https://www.bls.gov/home.htm

The Bureau of Labor Statistics has a website online where various types of economic data can be found for all states in the U.S. as well as more specific data for U.S. regions and cities. Some of the categories of data that can be found on this website include employment rates, consumer price indexes and spending, average energy costs, workplace illness, injuries, and fatalities. As well as United States data, this website also provides some international statistics covering import and export price indexes and information on the International Technician Cooperation, which provide seminars and consultations for international people wishing to obtain data.

Type: Local, State and National

Indicators: Inflation and Prices, Employment, Unemployment, Pay and benefits, International resources and Regional resources

Health Data – Institution for Health Metrics and Evaluation

www.healthdata.org

Healthdata.org is a data website where many tools are posted online that are used to obtain data over various topics. Some of the tools listed online that researchers use includes a mortality visualizer, causes of death visualizer, US health map, social determinants of health visualizer, and many more. In addition to these, they also have info graphics, research articles, county profiles, and policy reports. In addition to using this website in order to obtain data, users can also donate, apply for jobs for the company, or even get a degree in Health Metrics and Evaluation

Type: Local, State and National

Indicators: Alcohol, Causes of death, Child health, Diet, Education, Health Financing, HIV/AIDS, Global Goals, Risk Factors, Smoking and Tobacco, Social Determinants and US Health

The Texas Tribune

www.texastribune.org

The Texas Tribune is a site offering data, a directory, events, videos, newsletters, projects, and more all about Texas and its local counties. Data found on this website covers a wide range of topics including economy, demographics, criminal justice, environment, health care, immigration, politics, education, and government. Tools are also offered on this website in order to get a better look at data. Some of the tools they have

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include a government salaries explorer, Texas public schools' explorer, and a higher education outcomes explorer.

Type: Local, State and National

Indicators: Congress, Courts, Criminal Justice, Demographics, Economy, Health care, Higher education, Immigration, Politics, Public education and State government

Office of Juvenile Justice and Delinquency Prevention

www.ojjdp.gov

The OJJDP website provides users with data on juvenile crime, victimization, and youth who are in the juvenile justice system. This website includes data tools which can be used to obtain data on the population, law enforcement, juvenile court, and correlations seen on a variety of juvenile justice topics. On this website, there are also publications about juveniles and national data sets and where more information can be found. There are also one page info graphics, or "snapshots", located on their home page for users to get a quick glimpse at current data.

Type: Local, State and National

Indicators: Child Protection, Core Resources, Corrections/Detention, Courts, Health, Law Enforcement, Offending by Juveniles, Prevention, Schools, Statistics and Victims

County Health Rankings and Roadmaps

https://www.countyhealthrankings.org/app/texas/2019/overview

The County Health Rankings document has collections of data categorized by each state or county.

Type: Local, State and National

Indicators: Health rankings and Roadmaps

Youth Risk Behavior Surveillance by the Center for Disease Control

https://nccd.cdc.gov/Youthonline/App/Results.aspx?LID=TX

This site keeps updated information for the behaviors of school aged youth nationally, state-wide, and locally. This gives an indication of the current health of the younger populations, and can be used to make inferences about the health of older generations as these students age and continue in behaviors.

Type: Local, State and National

Indicators: Unintentional injuries and violence, Tobacco use, alcohol and other drug use, Sexual behaviors, Dietary behaviors, Physical activity, Obesity, Overweight and Weight control

National Survey on Drug Use and Health

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https://www.samhsa.gov/data/sites/default/files/NSDUH119/NSDUH119/SR119SuicideByMSA2012.htm

The NSDUH Report has data on mental health regarding acts of suicide in the United States.

Type: State and National

Indicators: Suicide

The Texas Tribune

https://schools.texastribune.org

This site contains information on academics. This included test scores, drop-out rates, and a number of other applicable and useful data to better understand the overall success of the schools in the area.

Type: Local and State

Indicators: Demographics, Academics, College readiness and Staff

Henry J Kaiser Family Foundation or the KFF

https://www.kff.org

The Henry J Kaiser Family foundation website is an excellent source when trying to find secondary state data. It shows age distributions and percentages for each state. It also displays color-coded maps that allow you to compare the different states and their age distributions.

Type: Local, State and National

Indicators: Disparities policy, Global health policy, Health costs, Health reform, HIV/AIDS, Medicaid, Private insurance and Uninsured

National Center of Education Statistics

https://nces.ed.gov/ccd/tables/ACGR_RE_and_characteristics_2013-14.asp

The National Center of Education Statistics is an excellent resource for finding secondary state data, specifically on education. It has information on how many preschool, elementary, and secondary schools are in each state. It also provides information on the types of schools that are in each state.

Type: Local, State and National

Indicators: Education Statistics

Kids Count Data Center

https://datacenter.kidscount.org/data/tables/7889-child-food-insecurity?loc=45&loct=2#detailed/2/any/false/869,36,868,867,133/any/15218,15219

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The Kids Count Data Center provides information on the youth at the state and county level. It shows basic demographic information like age distribution, race and ethnicity at the county level. It also shows more detailed information like percent of children who are apart of immigrant families, low-income families, living in crowded housing, who have food insecurity and many more.

Type: Local and State

Indicators: Demographics, Economic well-being, Education, Family and Community, Health, Safety and Risky behaviors and Race and Ethnicity

America's Health Rankings by the United Health Foundation

https://www.americashealthrankings.org/

America's Health Rankings provides mental health data. This website provides national and state data on mental health statistics in a multitude of different ways. For example, the number of poor and good mental health days, their ranking and values are displayed in both maps and graphs.

Type: Local, State and National

Indicators: Behaviors, Community and Environment, Policy, Clinical care and Outcomes

Data USA

https://datausa.io/

This is a site that provides secondary data. It allows you to see statistics and compare data on the national, state and local level.

Type: Local, State and National

Indicators: Economy, Health and Safety, Diversity, Education and Housing and Living

Texas Department of State Health Services (DSHS)

https://www.dshs.texas.gov/

This website provides vital statistics such as birth and death, demographic information, risk factors and disease prevalence. Users have access to data from the Texas Behavioral Risk Factor Surveillance System (BRFSS) that is administered under the Centers for Disease Control and Prevention (CDC).

Type: Local and State

Indicators: Community health improvement, Maternal and Child health, Immunizations, Obesity prevention and Smoking cessation

2015 United Way Tarrant County Community Assessment

https://unitedwaytarrant.org/wp-content/uploads/2015/12/2015-COMMUNITY-ASSESMENT.pdf

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The purpose of this 2015 Community Assessment is to provide information about changes in the community since 2012. The major categories that were assessed in the community were demographics, education, income, crime, and health. It covers many sub categories under each major category as well.

Type: Local

Indicators: Demographics, Education, Income, Crime and Health

National Health and Nutrition Examination Survey

https://www.cdc.gov/nchs/nhanes/index.htm

The purpose of the data on this site was to assess health and nutritional status of people living in the United States. This data is a survey that contains physical examinations, as well as interviews for people living in the United States that are randomly selected. This data can influence policy, improve health, design health services, increase knowledge of health.

Type: Local, State and National

Indicators: Nutrition

National Survey of Child Health

http://childhealthdata.org/learn/NSCH

The purpose of this site is to provide information on the health status of children. This includes children's physical and mental health, as well as their access to health care. The data also includes their social context, where they live, and their relationships with family and friends to see if any of these factors play a role in a child's well-being.

Type: Local, State and National

Indicators: Physical and emotional health, Well-being of children, Family interactions, Parental health, School experiences and Safe neighborhoods

Monitoring the Future

http://www.monitoringthefuture.org/

"The purpose of this data is to provide information about college students, secondary school students, and young adults about their values and behaviors. This data provides a survey with the same questions over time to see if anything changes. Their objective is to focus on youth because they are going to be the future in society.

Type: National

Indicators: Drug Use

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Cameron County Juvenile Justice Department

http://www.co.cameron.tx.us/

At this site, you can find local data on Cameron County, Texas. We used the site to find statistics on juvenile crimes. Information on officials, how to contact them, and stats on county demographics are stored on this page. These demographics include population, race, ethnicity, age, and violence.

Type: Local

Indicators: Administration, Judicial/Courts, Public Services and Directory

Easy Access to the Census of Juveniles in Residential Placement

https://www.ojjdp.gov/ojstatbb/ezacjrp/

At this site, you can find national and state data. Population numbers can be found on this site based on juvenile crimes. This includes Felonies, Misd. A&B, and other crimes. This is all separated by age and gender.

Type: State and National

Indicators: Juveniles in Residential Placement

Drug Free Dallas

https://drugfreedallas.org/wp-content/uploads/2015/10/DII_2015_Draft-v11.pdf

This site provided a report released by the Dallas Area Drug Prevention Partnership entitled The Dallas County Drug Impact Index. From this report, we were able to gain information including the number of detained juveniles and the number of violent crime arrests. This information helped us track the amount of violence taking place in our community in comparison to national and state rates.

Type: Local

Indicators: HIV/AIDS, STDs, Alcohol related fatalities, Juvenile arrests for alcohol and drugs, Violent crime, Family violence, Teen mothers, School dropouts, Drug treatment admissions and deaths, Juvenile Delinquency and Resources

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Advocates for Youth

https://advocatesforyouth.org/

Advocates for Youth is a website that published an article entitled Texas's Youth: A Focus on Sexual and Reproductive Health. This site gave statistics specifically focusing on youth. It provided us data including the rate of reported sexual intercourse in high school students and the teen pregnancy rate.

Type: Local and State

Indicators: Sexual Health

Substance Abuse and Mental Health Services Administration

https://www.samhsa.gov/

SAMHSA is known as a branch of the U.S. Department of Health and Human Services. The mission of this organization is to improve the overall mental health and well-being of the country at large. They want to reduce the huge impact that mental illness and substance abuse has on families and friends and a community as a whole.

Type: Local, State and National

Indicators: Mental health and Substance Abuse

The State of Probation Activity In Texas

http://www.tjjd.texas.gov/publications/reports/RPT_STAT_2016.pdf

Information on this site includes juvenile probation referral activity by county. This is separated into different categories including: violent felony, misdemeanor A&B, and other felonies. There is also data on statewide summary in 2016 reported activity, this shows who referred them, their age, sex, race, and what they were referred for (ex. truancy or runaway).

Type: Local and State

Indicators: Juvenile Probation System/Activity

Town Charts

http://www.towncharts.com/Texas/Education/Cameron-County-TX-Education-data.html

The data found on this website is education attainment charts. The data is separated by topic and a comparison is shown between Cameron county and other counties in both Texas and the United States

Type: Local, State and National

Indicators: Education

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National Conference of State Legislature

http://www.ncsl.org/research/labor-and-employment/state-unemployment-update.aspx

The type of data that can be found on this website is unemployment rates at the national and state levels. You are able to find rates for any month from 2009 until current day, which is useful when comparing the past rates to the present rates.

Type: State and National

Indicators: Unemployment rates

Easy Access to FBI Arrest Statistics: 1994-2014

https://www.ojjdp.gov/ojstatbb/ezaucr/asp/ucr_display.asp

This data sheet is used to find data about criminal activity at the national, state, and local levels. It helps us see what types of crimes are committed the most often, and by what age group they are committed by.

Type: Local, State and National

Indicators: Arrest rates for juveniles and adults

The Williams Institute

https://williamsinstitute.law.ucla.edu

This site provides information on research on sexual orientation and gender identity law and public policy.

Type: State and National

Indicators: Sexual orientation and Gender identity

State Cancer Profiles

https://statecancerprofiles.cancer.gov

This site provides information on each specific cancer. The site breaks the data down into incidence rates by ethnic groups and age.

Type: State

Indicators: Cancer

Episcopal Health Foundation: Community Health Needs and Assets Assessment

https://www.episcopalhealth.org/

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This site offers information on the needs and resources of three communities in Southwest Houston, Texas: Sharpstown, Alief, and Gulfton. This source gives background on their methods as well as demographics, health status, crimes, and ranked priority issues for each of the three neighborhoods.

Type: Local

Indicators: Social Determinants of Health

Houston Health Department: 2017 Gulfton Health Profile

http://www.houstontx.gov/health/chs/documents/gulfton_hp_2017.pdf

The Gulfton Health Profile includes demographics, health behaviors, health outcomes, and use of preventive services. A helpful angle that it also included is the national and state data in charts to visualize how this community ranks compared to the big picture of both Texas and the United States.

Type: Local, State and National

Indicators: Demographics, Health behaviors, Health outcomes, Use of preventive services

National Center for Health Statistics

https://www.cdc.gov/nchs/index.htm

This site hosts the National Center for Health Statistics. A wide variety of surveys and vital records is included on the site.

Type: National

Indicators: Diseases, Family life, Health care and insurance, Injuries and Reproductive Health

Violence Prevention

https://www.cdc.gov/violenceprevention/youthviolence/datasources.html

On this site, there is a breakdown of various violence prevention topics. Some of the topics include child abuse and neglect, intimate partner violence, elder abuse, and more. Once you choose a topic, the site provides you with different data sources and additional resources to help you get the information needed.

Type: National

Indicators: Violence Prevention

Youth Topics

https://youth.gov/youth-topics

On this site, you can choose to view data from a number of youth topics. Some topics include homeless and runaway youth, LGBT and children of incarcerated parents.

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Type: National

Indicators: Afterschool programs, Bullying prevention, Children of incarcerated parents, Civic engagement, Dating violence prevention, Disabilities, Driver safety, Family and community engagement, Gang involvement prevention, Homelessness and runaway, Juvenile justice, LGBT, Mental health, Mentoring, Positive youth development, Pregnancy prevention, School climate, Substance abuse prevention, Suicide prevention and Violence prevention

Food Environment Atlas from USDA

https://www.ers.usda.gov/data-products/food-environment-atlas.aspx

This database is an interactive map that shows food environment factors like store/restaurant proximity, food prices, food and nutrition assistance programs, and community characteristics. In order to better understand this food information, the site also provides information on the health and physical activity as well as socioeconomic characteristics of an area. All of this data is used to study the factors that influence food choices and diet quality that ultimately affect one's health.

Type: Local, State and National

Indicators: Food and Nutrition assistance, Food choices and Health and Food safety

National Longitudinal Study of Adolescent to Adult Health (Add Health)

http://www.cpc.unc.edu/projects/addhealth

This longitudinal study began tracking adolescents in grades 7-12 in the U.S. during 1994 and has followed these students into young adulthood and beyond. Data was collected through in-home interviews and surveys. Add Health combines survey data on the subjects' social, economic, psychological and physical well-being with contextual data on the family, neighborhood, community, school, friendships, peer groups, and romantic relationships. All of this data was gathered to study how social environments and behaviors during adolescence are linked to health and achievement outcomes later in life.

Type: National

Indicators: Adolescent health and Risk Behaviors

Juvenile Justice Geography, Policy, Practice & Statistics

http://www.jjgps.org/

The JJGPS website provides an overview of the juvenile justice landscape at the state level across the United States. The data available include total juvenile arrests, detailed juveniles, violent crime arrests, and other important statistics related to juvenile violence. It is also beneficial to users because it allows them to make comparisons between states and look at changes in data over the years.

Type: State and National

Indicators: Juvenile Justice

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Texas Council on Family Violence

http://tcfv.org/

The Texas Council on Family Violence is a coalition against domestic violence and advocates for safe relationships, whose website gives data and statistics on different aspects of domestic violence and abuse. It primarily gives statistics and information about the numbers of people affected by domestic violence as well as information about women killed in domestic violence. It allows researchers to compare data over the years in different counties across Texas.

Type: Local and State

Indicators: Domestic Violence

The Food Trust

http://thefoodtrust.org

The Food Trust's mission is to ensure that everyone has access to affordable, nutritious food and information to make healthy decisions. Working with neighborhoods, schools, grocers, farmers and policymakers, they developed a comprehensive approach to improved food access that combines nutrition education and greater availability of affordable, healthy food.

Type: State and National

Indicators: Food and Nutrition

Measure of America

http://www.measureofamerica.org/

This site has data about factors that affect the rate of disconnected youth in a community. This includes poverty, employment, school enrollment, race, gender, area; whether urban or rural and teen pregnancy. Many of the statistics are about youths, although there is some are about adults in the area.

Type: Local, State and National

Indicators: Health, Education, Income indicators and Well-being

United Way of Waco

https://www.providence.net/wp-content/uploads/sites/80/2017/02/community-health-needs-assessment-2016.pdf

United Way is engaged in nearly 1,800 communities across more than 40 countries and territories worldwide. As the largest privately-funded non profit in the world, they create solutions that build stronger communities. Their community needs assessment provides information that identifies strengths and

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resources in the community. The needs assessment helps to identify services and solutions while building communities that support and nurture residents.

Type: Local

Indicators: Healthcare, Wellness and Prevention and Health concerns and risks

United Way of Denton

https://www.unitedwaydenton.org/sites/unitedwaydenton.org/files/2017%20Community%20Needs%20Assessment%20Draft%202017%2009%2029%20%28no%20bleed%29.pdf

United Way is engaged in nearly 1,800 communities across more than 40 countries and territories worldwide. As the largest privately-funded non-profit in the world, they create solutions that build stronger communities. Their community needs assessment provides information that identifies strengths and resources in the community. The needs assessment helps to identify services and solutions while building communities that support and nurture residents.

Type: Local

Indicators: Community collaboration needs, Vocational education/Job Skills, Healthcare access, Homelessness/Housing issues, Transportation, Wage/Benefit issues and Work Opportunities

United Way Lubbock Area

https://www.liveunitedlubbock.org/communitystatusreport

United Way is engaged in nearly 1,800 communities across more than 40 countries and territories worldwide. As the largest privately-funded non-profit in the world, they create solutions that build stronger communities. Their community needs assessment provides information that identifies strengths and resources in the community. The needs assessment helps to identify services and solutions while building communities that support and nurture residents.

Type: Local, State and National

Indicators: Health, Safety, Education, Economics and Demographics

United Way of Tarrant County

https://www.unitedwaytarrant.org/wp-content/uploads/2019/02/Community-Assessment-Final.pdf

United Way is engaged in nearly 1,800 communities across more than 40 countries and territories worldwide. As the largest privately-funded non-profit in the world, they create solutions that build stronger communities. Their community needs assessment provides information that identifies strengths and resources in the community. The needs assessment helps to identify services and solutions while building communities that support and nurture residents.

Type: Local

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Indicators: Demographics, Needs in: Education, Income and Health

United Way of Amarillo & Canyon

https://www.unitedwayama.org/sites/unitedwayama.org/files/United-Way-Community-Status-Report-2017-final.pdf

United Way is engaged in nearly 1,800 communities across more than 40 countries and territories worldwide. As the largest privately-funded non-profit in the world, they create solutions that build stronger communities. Their community needs assessment provides information that identifies strengths and resources in the community. The needs assessment helps to identify services and solutions while building communities that support and nurture residents.

Type: Local

Indicators: Demographics, Needs in: Education, Income and Health

Prevention Resource Center 1: Amarillo, Lubbock and Potter

http://www.prc1.org/

The Prevention Resource Centers in Texas provide several services. These services include: coordination and promotion of mental health and alcohol, tobacco and other drug prevention programs. The Regional Needs Assessment (RNA) report is created by each Prevention Resource Center in the state of Texas, in conjunction with the Texas Department of State Health Services (DSHS) every year.

Type: Local

Indicators: Adolescent use of: alcohol, marijuana and prescription drugs

Prevention Resource Center 3: Dallas and Tarrant

https://dallascouncil.org/wp-content/uploads/2014/08/2017-RNA.pdf

The Prevention Resource Centers in Texas provide several services. These services include: coordination and promotion of mental health and alcohol, tobacco and other drug prevention programs. The Regional Needs Assessment (RNA) report is created by each Prevention Resource Center in the state of Texas, in conjunction with the Texas Department of State Health Services (DSHS) every year.

Type: Local

Indicators: Demographics, Education, Criminal Activity, Health, Social norms of substance abuse, Perceived risk of harm, Alcohol, marijuana, prescription drugs and opioids, Legal consequences, Environmental protective factors and Gaps in services

Prevention Resource Center 6: Galveston and Harris

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http://www.prc6.org/wordpress/wp-content/uploads/2017/09/RNA-Document-Region-6-2017-201707130.12-Final.pdf

The Prevention Resource Centers in Texas provide several services. These services include: coordination and promotion of mental health and alcohol, tobacco and other drug prevention programs. The Regional Needs Assessment (RNA) report is created by each Prevention Resource Center in the state of Texas, in conjunction with the Texas Department of State Health Services (DSHS) every year.

Type: Local

Indicators: Demographics, Risk factors: community, alcohol, marijuana, prescription drugs, Legal consequences, Protective factors and Gaps in services

Prevention Resource Center 7: McLennan and Travis

http://bvcasa.org/wp-content/uploads/2016/11/RNA-Final-2016.pdf

The Prevention Resource Centers in Texas provide several services. These services include: coordination and promotion of mental health and alcohol, tobacco and other drug prevention programs. The Regional Needs Assessment (RNA) report is created by each Prevention Resource Center in the state of Texas, in conjunction with the Texas Department of State Health Services (DSHS) every year.

Type: Local

Indicators: Demographics, Education, Criminal activity, Mental health, Accessibility of alcohol, marijuana, prescription drugs, Consumption of alcohol, marijuana, prescription drugs, Mortality, Legal consequences, Hospitalization and Treatment, Economic impact and Protective factors

Prevention Resource Center 8: Bexar

http://prcregion8.org/wp-content/uploads/2018/06/2017-Region-8-Final-RNA-as-of-June-2018.pdf

The Prevention Resource Centers in Texas provide several services. These services include: coordination and promotion of mental health and alcohol, tobacco and other drug prevention programs. The Regional Needs Assessment (RNA) report is created by each Prevention Resource Center in the state of Texas, in conjunction with the Texas Department of State Health Services (DSHS) every year.

Type: Local

Indicators: Demographics, Environmental risk factors: Education, Criminal activity, Mental health, Social factors, Accessibility and Perceived risk of harm, Regional consumption: Alcohol, Marijuana, Prescription drugs, Opiates and Emerging trends, Consequences: Mortality, Legal consequences, Hospitalization and Treatment, Economic impacts, Environmental protective factors: Community, School, Family and Individual and Gaps in Services

Prevention Resource Center 10: El Paso

https://prc10.files.wordpress.com/2017/10/prc-region-10-rna-2017-sav.pdf

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The Prevention Resource Centers in Texas provide several services. These services include: coordination and promotion of mental health and alcohol, tobacco and other drug prevention programs. The Regional Needs Assessment (RNA) report is created by each Prevention Resource Center in the state of Texas, in conjunction with the Texas Department of State Health Services (DSHS) every year.

Type: Local

Indicators: Demographics, Environmental risk factors: Education, Criminal activity, Social factors, Accessibility, Alcohol, Prescription drugs and Opiates, Legal consequences, Environmental protective factors: community, schools, and trends of declining substance use and Gaps in services

Prevention Resource Center 11: Cameron, Hildago, Nueces, Webb and Willacy

https://prc11.org/

The Prevention Resource Centers in Texas provide several services. These services include: coordination and promotion of mental health and alcohol, tobacco and other drug prevention programs. The Regional Needs Assessment (RNA) report is created by each Prevention Resource Center in the state of Texas, in conjunction with the Texas Department of State Health Services (DSHS) every year.

Type: Local

Indicators: Demographics, Environmental risk factors: Education, Criminal activity, Mental health, Social factors, Accessibility and Perceived risk of harm, Regional consumption: Alcohol, Marijuana, Prescription drugs, Opiates and Emerging trends, Consequences: Mortality, Legal consequences, Hospitalization and Treatment, Economic impacts, Environmental protective factors: Community, School, Family, Individual and Trends of declining substance use and Gaps in Services

Texas Department of State Health Services: Center for Health Statistics

https://www.dshs.texas.gov/chs/

The DSHS Center for Health Statistics was established to provide a convenient access point for health-related data for Texas. Their objective is to be a source of information for assessment of community health and for public health planning. The data are used to support research, grant applications and policy development and to provide rapid needs response to health emergencies.

Type: Local and State

Indicators: Hospital survey data, Population data, Youth Risk Factors Survey, Data by Subject Includes: Cancer, Cardiovascular disease and stroke, Chronic diseases, Diabetes, Environmental illnesses, Healthy Texas babies, HIV/STD, AIDS, Infectious diseases, Injury and trauma data, Mental health data and reports, Substance abuse statistics, Substance abuse statewide data and Vaccine preventable diseases

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APPENDIX C

COMMUNITY STRENGTHS AND NEEDS ASSESSMENT REPORT TEMPLATE

The following provides a template for the report sequence and general descriptions of information to include in your community strengths and needs assessment (CSNA) report. This template is based on an extensive literature review and the expertise of the Evaluation Team. This template addresses only the CSNA report and does not include required components for the overall Community Youth Development (CYD) implementation plan.

About This Template

This template is designed to provide a table of contents and detailed outline of required information in a CSNA report. This template offers one example of a logical sequence for the required information, but this should not be considered the only format option. There is no required or suggested length for this report. The following should be considered when writing your report.

- The report should include a table of contents and clear section headings and subheadings.
- All data should be clearly sourced.
- The CSNA report must be widely disseminated to the public, including those with limited Internet access, in order to be considered complete and conducted, as determined by DFPS/PEI/CYD definition.
- It is important to write succinctly.
- Ensure detailed information is easily understood to non-health care readers.
- Appendices with additional details are encouraged to supplement the report.
- The use of graphs, maps and tables are encouraged for some sections of the report.

The template below provides both the recommended outline, in bold, and suggestions, in italics.

Table of Contents and Recommended Content

I. Executive Summary

Considerations: This section should be limited to one or two pages and include the following.

- *a short description of the community*
- *a short description of the overall CSNA process, including:*
  - *time frame from beginning to completion*
  - *key partners*
  - *the source for public health input*
  - *the process for seeking input from the medically underserved, chronically ill and low-income populations*
  - *very short description or list of key sources of secondary data*
  - *very short description of process for primary data collection*
- *list of identified health issues based on secondary and data analysis*
- *short description of process to prioritize the health issues, including a list of key partners that participated*
- *a summary list of those health issues prioritized for action*
- *contact information for questions or involvement*

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II. Introduction

III. Community Description

a. Description of the community served by the hospital facility

i. Geography
   1. list of counties
   2. ZIP codes
   3. square miles

ii. Population (may include additional information as an appendix)
   1. total
   2. population density
   3. demographic description

iii. Unique community characteristics
   1. colleges, tourism, etc.

iv. Other youth services available in the same community area
   1. federal designation for medically underserved
   2. community youth services center
   3. other youth programs, specialty providers

Considerations: This section should succinctly present the community and the youth services within. Several concise tables, maps and graphs would be appropriate. However, it is important to only include important and relevant information. Include a narrative summary of the demographic information. Additional geographic and population data may be included in an appendix. The unique community characteristics should be in narrative format and should help the reader to better understand the community. What makes it special or unique? What makes the citizens proud of their community? This section does not need to be lengthy but should be compelling.

A short description and list of other key youth services/programs provideers available in the same community area should be included in this section. This information should help the reader understand the broader youth services/programs community. Lengthy lists of community youth resources may be appropriate for an appendix.

IV. Data Collection Methods

a. a description of the process and methods used to conduct the assessment including:
   i. identification of the personnel involved in planning by title, organization
   ii. description of the overall planned approach for developing and conducting the assessment
   iii. description of the process used to collect secondary data
   iv. description of the process used to develop and collect primary data

b. Data and information sources for secondary data (see Data Sources Table in Appendices)
   i. agency or organization
   ii. retrieval date
   iii. year of data available and used
   iv. Web address
   v. rationale for use of these data sources

c. Data and information sources for primary data collection
   i. description of type of methodology (interviews, survey, focus group)
   ii. rationale for methodology selection
   iii. setting(s) of primary data collection
   iv. list specific target populations
   v. response rate by setting and population (number interviewed, numerator and denominator of surveys sent and returned — include percentage and actual numbers)

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vi. description and list of successful approaches and identification
vii. description and list of barriers, challenges and unsuccessful approaches

Considerations: This section is very important for compliance. The information presented will provide evidence of a comprehensive and systematic approach to the CSNA. Locally collected data, collected from state departments such as health, education, and criminal justice help to clarify and expand on national report numbers. This can include but not be limited to: Local crime statistics, School district high school graduation, School district school readiness, Employers and employment opportunities, Child care providers, Public benefits usage (SNAP, TANF, etc.), Input directly collected from low-income people, etc.,. Any tool used to collect primary data should be included as an appendix. The public health expert or faculty from an area college may be able to review this section and provide specific guidance.

V. Data Analysis

a. Analytical methods used to identify the community health needs
   i. description
   ii. statistical tests or processes
   iii. qualitative data collection or processes
   iv. group consensus processes

Considerations: This section is perhaps one of the most difficult for practitioners. There are experts in the community that have experience in basic statistical tests beneficial in assessing the primary data. Seek these individuals out if needed. Most secondary sources of data include some descriptive statistics, although this information often is separate from the key fact sheets.
The description of how to group consensus should include how participation and input from community partners, hospital leadership, citizens and public health experts was achieved. If the participant list is extensive, include the key participants in this section and refer to Section IV. If specific process tools were used, identify and describe those tools. It also may be appropriate to include a sample tool as an appendix. The public health expert or faculty from an area college may be able to review this section and provide specific guidance.

VI. Results

a. Present overall findings
   i. Respondent profiles
   ii. Response rates
   iii. Summary of survey responses
b. Illustrations of findings (graphs/charts)
   i. Comparison with other communities/counties/state/national data

Considerations: This section is very important for compliance. It is acceptable and encouraged that gaps in information be identified and explained. It may not be possible to collect specific information on specific topics. Documenting gaps demonstrates an understanding about the issue and efforts to gather information. It is important to note that health topics that are deemed important through group input but lack data define that the issue still should be included in the prioritization of health issues. If any consultants, faculty from area colleges or other third-party agents assisted with the CSNA, specific information must be included in this section.

VII. Community Inventory

a. Discussion of community strengths
b. Description of existing youth service facilities within the same community description, including specialty services
   i. Representative organizations
      1. name
      2. title
      3. organization
      4. describe the nature of representation: what organizations, populations and qualifications represent this population

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5. describe leadership role, if applicable

c. Description of existing youth service facilities within the same community
   i. Individual(s) included with expertise in youth
      1. name
      2. title
      3. affiliation(s)
      4. brief description of individual's knowledge or expertise
      5. describe leadership role, if applicable
d. Other resources available to meet the community youth needs identified

Considerations: None

VIII. Gaps in Services

a. Discussion of identified gaps in services within the community

Considerations: In this section, clearly identify participation and input from community partners, key leaders, citizens and youth experts. The description of how input was sought and collected from the stakeholders and citizens, especially the lower socioeconomic status, medically underserved and chronically ill, should be thoroughly described. It will be important to reiterate how each contributed and at which phases in the assessment. This is this section that should include all detailed information about partnering organizations and individuals. If that list is extensive, include the key participants in this section and then list all participants and their required information in an appendix. This section may be written as a short narrative and then may include a roster-format with the above information, either in the report or as an appendix.

IX. **Other Collected Data**

X. **Implications of Findings** ***(Note: this section will complement the implementation plan.)***

a. identified youth issues through assessment process
b. process to prioritize youth issues
   i. description of process
   ii. use of any tools (e.g. prioritization matrix)
c. list of priority youth issues identified and description of why these issues were identified
d. description of rationale used not to address identified youth issues

Considerations: This section is very important for compliance. In this section, clearly identify very specific and detailed information; it is essential for compliance that all relevant information be included. This section should be used to establish the foundation for the implementation plan. The format likely will be narrative passages; however, do not make the reader sort through lengthy narrative. This section should be compelling for the reader.

XI. Recommendations

Considerations: This section should include succinct but complete inventories of available resources. If the list is too extensive, include key resources in this section and the full listing as an appendix.

XII. Conclusions

XIII. References

a. **List all references.** Make sure they are cited within the text of the report as well.

XIV. Appendices

a. model or approach for CSNA process (e.g. the county health rankings model)

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b. additional demographic or population information
c. additional secondary reports, maps and graphs
d. primary data collection tool (e.g. survey)
e. summary of primary data analysis
f. tools used to prioritize health issues
g. complete community resource inventory

Considerations: This section should be very neatly and carefully ordered to provide the reader immediate access to more detailed information that is not included in the report. Each document should be labeled as a separate appendix. The appendices provided throughout this template only are suggestions; there are no specific requirements for appendices

XV. Dissemination Plan

a. description and date of report release to public
b. list of websites, including URL
c. describe the process to provide printed copies upon request
d. describe the process to share information with the broad community, including the underserved and lower socioeconomic populations

Considerations: Efforts to disseminate the report to the public and to underserved, low-income, youth and families or unique subgroups should be thoroughly described. This section is very important for ensuring accountability. In this section, clearly identify very specific and detailed information. The format likely will be short narrative passages with dot points and lists. Do not make the reader sort through lengthy narrative. It is essential for compliance that all specific methods and exact locations (websites or geographic) of the report be listed in addition to the instructions for obtaining a printed copy. If your community has a significant population of limited-English proficient citizens, a translated version of the report (or key sections) should be considered.

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Tips for Creating Graphs and Tables

Each graph or table should be able to stand alone and provide complete information without explanation. There are many options to embellish graphs; use these options sparingly because a simple, clear, concise graph often is more effective at displaying data than a highly intricate, colorful graph. The following tips and resources will provide additional information.

- Consider your audience: what is the point you are trying to convey?
- Check the data, verify the accuracy and completeness.
- Include a legend, unless the graph is very basic.
- Explain encodings: a color code is only helpful with a key.
- Label axes, even if it seems obvious to you.
- Include units of measure in the graph. If this becomes too cluttered, you may have too many data points.
- Include data sources and dates.

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RFA HHS0008417 CYD

EXHIBIT F. Example of Staff Positions

The examples below outline potential CYD staffing structures but are not all inclusive or limiting. The staffing structure will depend on the size and scope of the CYD program proposed and all positions must be approved by PEI.

Example 1-Program Coordinator serves as Primary Program Contact full-time.

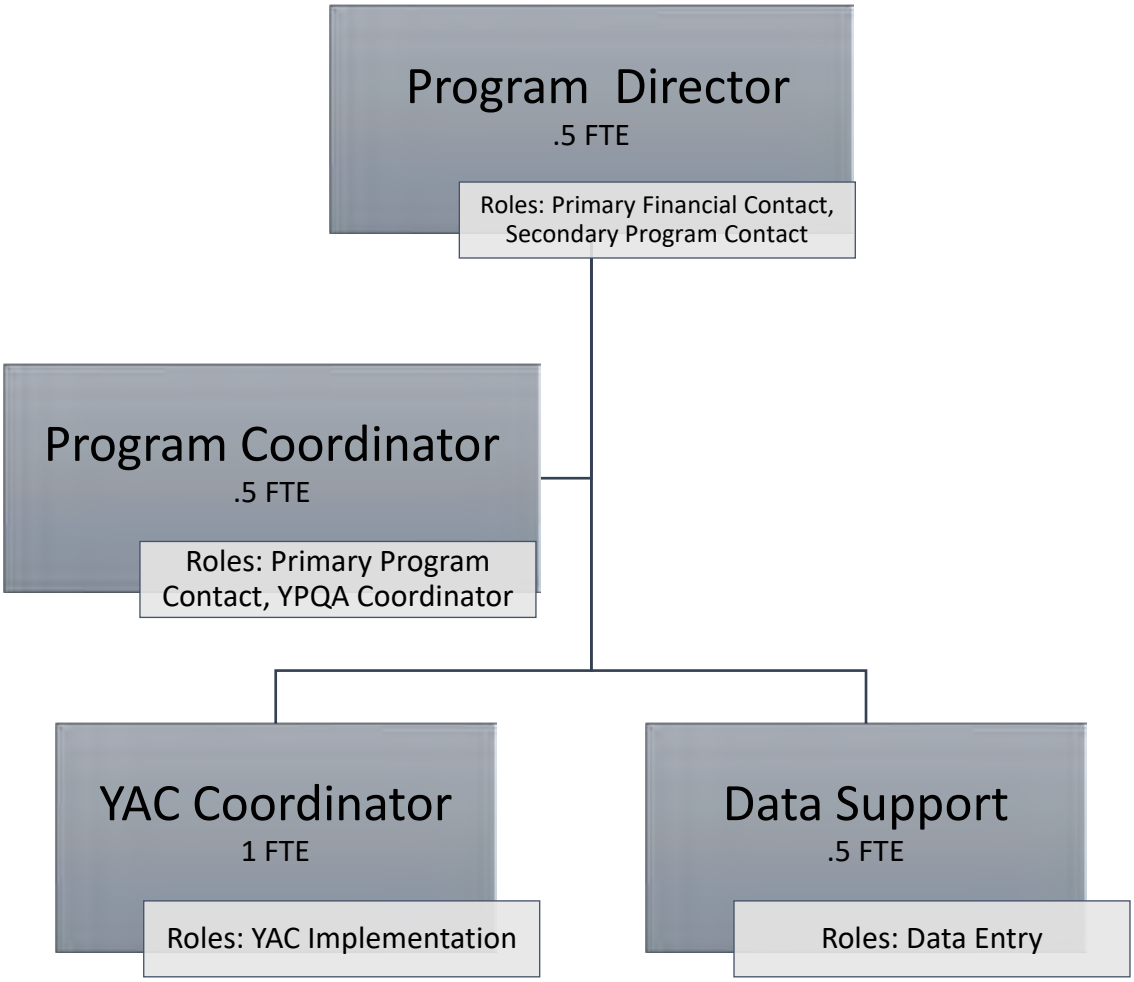

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EXHIBIT F. Example of Staff Positions

Example 2- Program Director and Financial Manager is consolidated in one position.

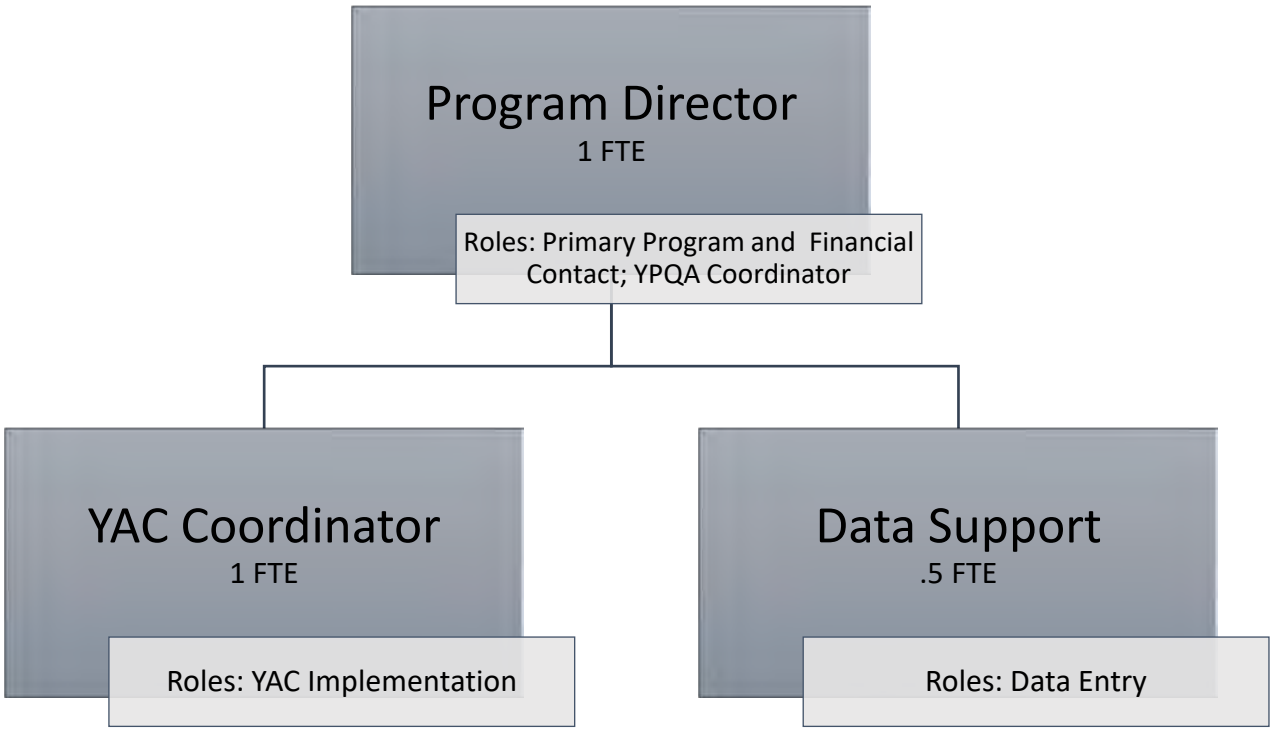

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EXHIBIT F. Example of Staff Positions

Example 3- One full-time Program Director and YAC Coordinator, part-time Financial Manager and Data Support

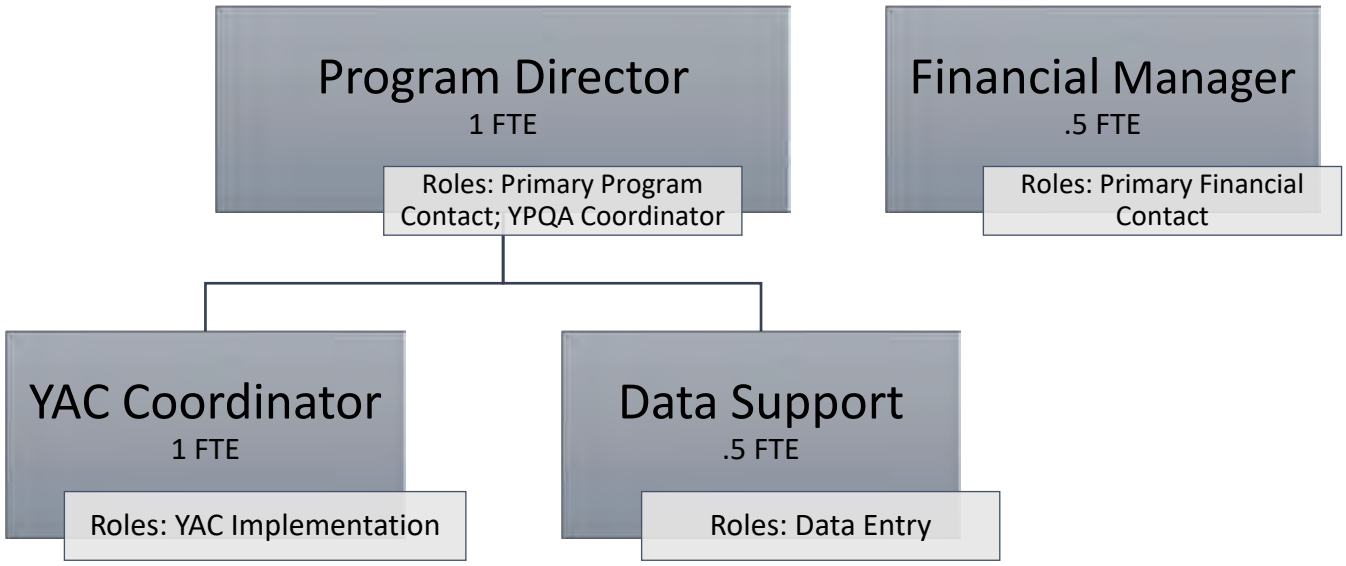

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EXHIBIT F. Example of Staff Positions

Example 4-An organization with one CYD grant

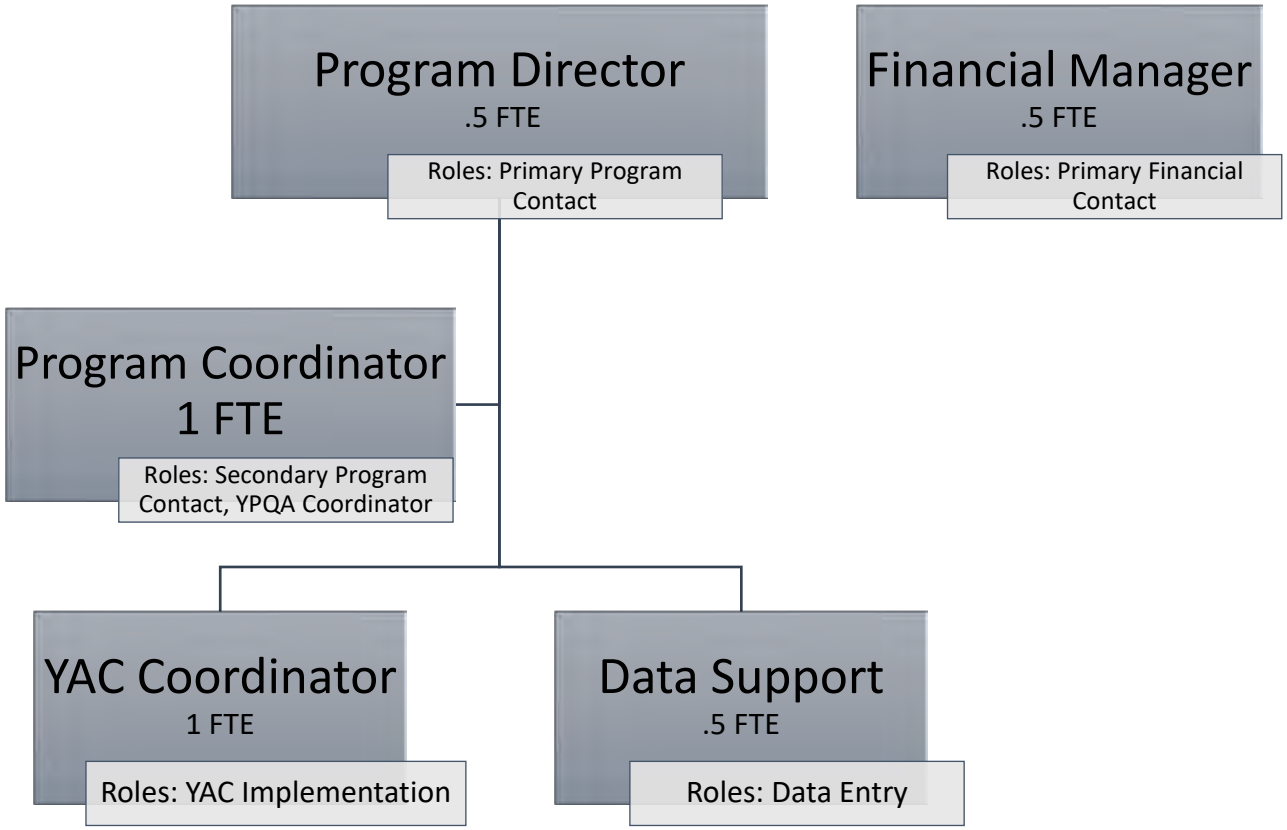

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EXHIBIT F. Example of Staff Positions

Example 5- An organization with two Separate CYD Grants within the same County

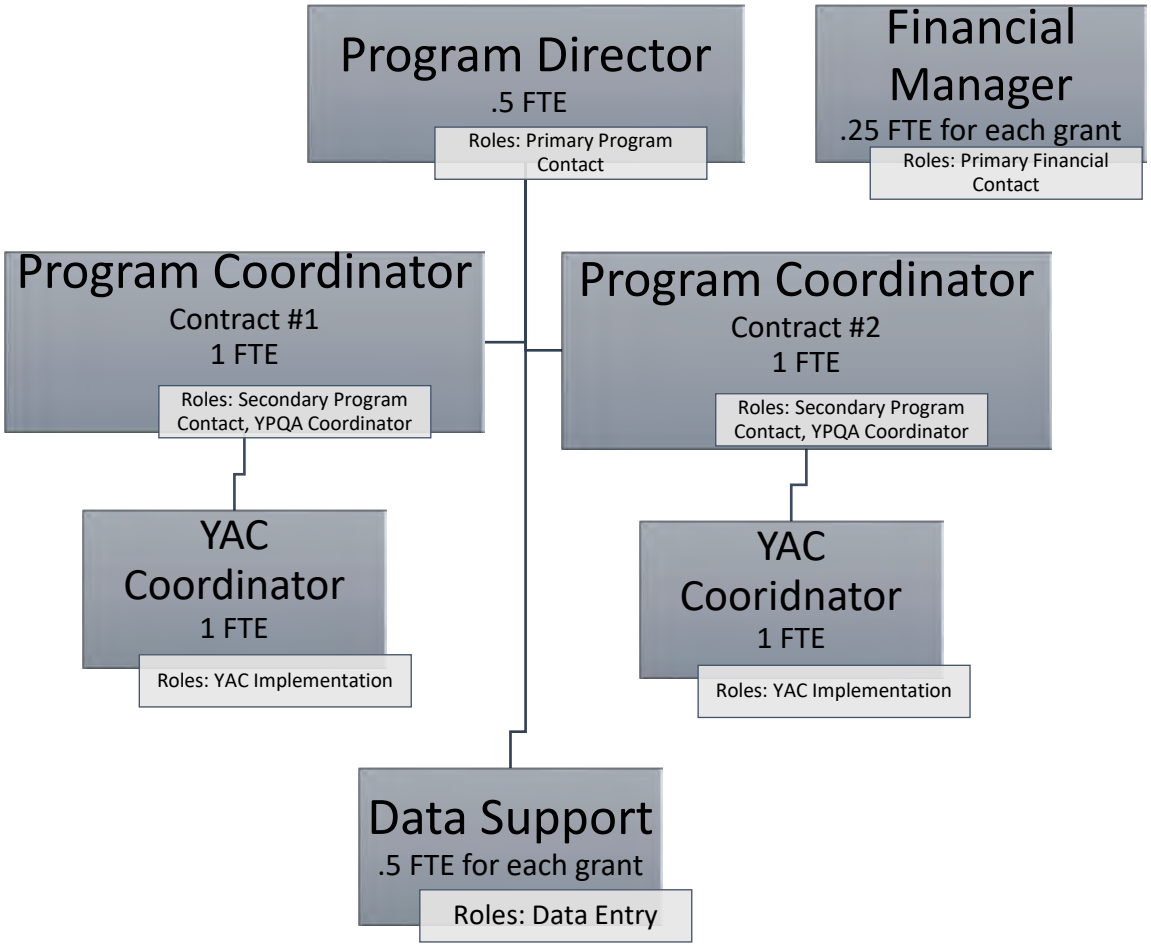

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EXHIBIT F. Example of Staff Positions

Example 6- An organization with two Separate CYD Grants within the same County

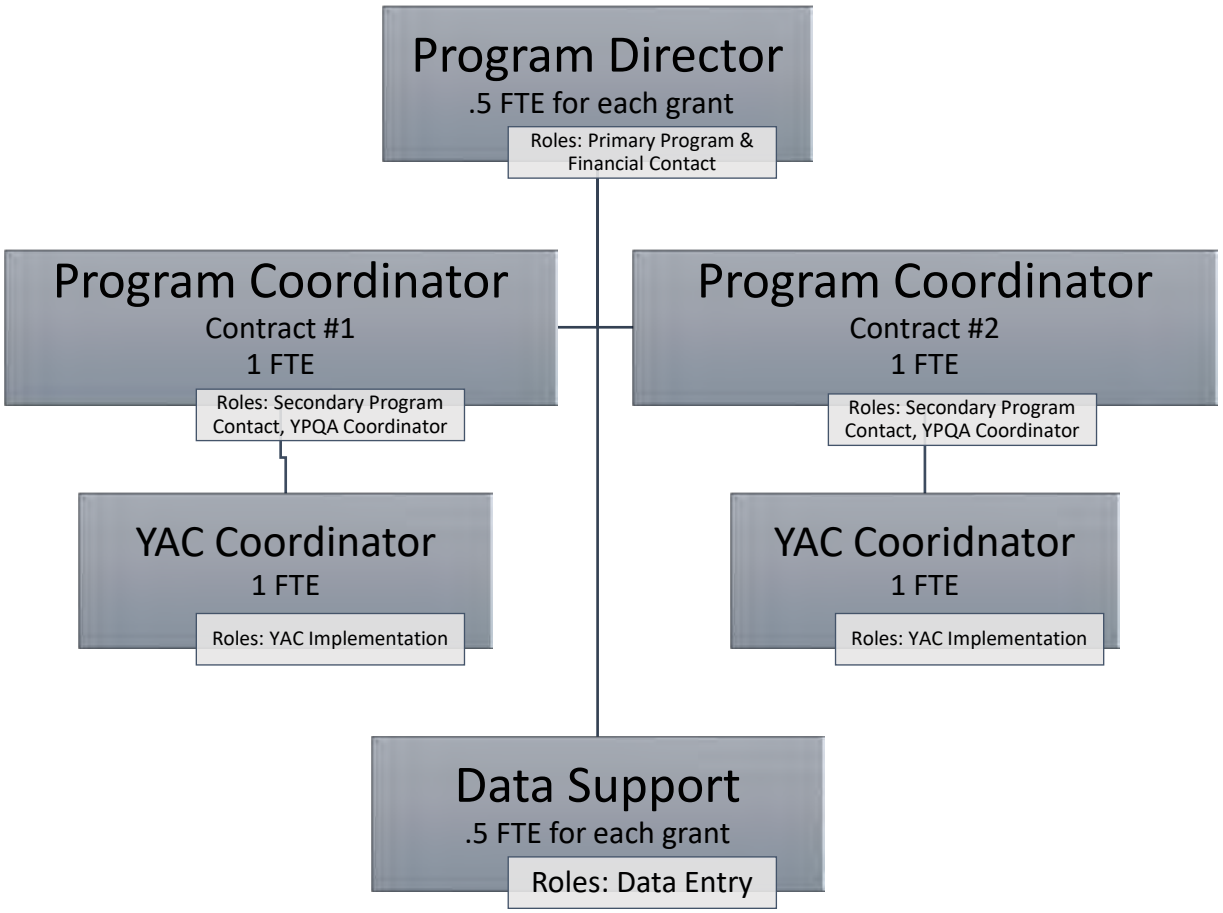

Exhibit G

YLD Scope and Sequence *Blank Template and Example*

Week #/Session #, etc.	Topic	YLD Element	Objectives	Activities	Curriculum/Source Material
1			•		
2			•		
3			•		
4			•		
5			•		
6			•		
7			•		
8			•		
9			•		
10			•		
11			•		
12			•		

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Exhibit G

YLD Scope and Sequence *Blank Template and Example*

Week	Topic	YLD Element	Objectives	Activities	Curriculum/Source Material
1	Defining Leadership	Leadership Knowledge	• Learners will identify key traits and characteristics of their ideal leader. • Learners will reflect on the significance of leadership in everyday circumstances.	What Leadership Means to me	Building Everyday Leadership in All Teens
2	Historical Leadership	Leadership Knowledge	• Learners will examine leadership characteristic/traits from leaders throughout history and identify strengths, trends, and notable omissions.	Profiles in Leadership Leaders in My Life	Goodnight Stories for Rebel Girls, Stories for Boys who Dare to be Different Building Everyday Leadership in All Teens
3	Leadership Styles	Leadership Knowledge	• Learners will identify their own leadership style and dominant traits. • Learners will identify similarities and differences in the group to determine ways to strengthen the group dynamic.	What I look for in a Leader My Whole Self Activity	Building Everyday Leadership in All Teens Teambuilding with Teens
4	Teambuilding	Leadership Skill Building	• Learners will examine teamwork in multiple leadership contexts.	Strength in Numbers	Building Everyday Leadership in All Teens

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Exhibit G

YLD Scope and Sequence *Blank Template and Example*

					Tuckman's Stages of Group Development
5	Conflict and Communication	Leadership Skill Building	• Learners will identify effective leadership skills for communicating with others. • Learners will identify personal approach to dealing with conflict. • Learners will learn techniques to resolve team conflict productively.	Communicate with Style Turning Conflict into Cooperation	Building Everyday Leadership in All Teens
6	Responsible Decision Making	Leadership Skill Building	• Learners will explore factors to consider when making ethical decisions. • Learners will practice making ethical decisions in different leadership situations.	Doing the Right Thing	Building Everyday Leadership in All Teens
7	Project Planning	Leadership Skill Building	• Learners will identify issues and priorities for a group project. • Learners will establish steps to plan and evaluate a group project.	Community Action Plan	Teambuilding with Teens

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Exhibit G

YLD Scope and Sequence *Blank Template and Example*

8	Community Strengths and Needs	Leadership in Action	• Learners will explore their community in order to gain a deeper understanding of issues and opportunities	Mapping Your Community	Urban Youth Lead
9	Community Resources, Stakeholders and Planning	Leadership in Action	• Learners will explore community issues from different points of view	Interviewing Your Community	Urban Youth Lead
10	Team Planning and Project Preparation	Leadership in Action	• Learners will create a project plan	Youth lead project planning work with adult support.	N/A
11	Project Implementation	Leadership in Action	• Learners will implement project plan	Youth implement project plan with adult support.	N/A
12	Project Reflection and Evaluation	Leadership in Action	• Learners will reflect on project experience and identify any opportunity areas/lessons learned.	Youth or adult led as determined by the group.	N/A, but should prepare reflection questions/Activities ahead of time. Some instructional strategies may include: **A-B-C Summarize, Crumple Game, Discussion Web, Think-Pair-Share, Four Corners**

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Exhibit H-
PEI Evidence-Based Program Ranking Tool

About the Evidence-Based Program (EBP) Ranking Tool:
The Evidence-Based Program Ranking Tool was developed by PEI to help programs move towards Evidence-Based and Promising Practice Programs. The tool allows Respondents to propose programs with an emerging research and evaluation base that may not yet have been reviewed by a traditional clearinghouse. In addition, the tool ensures fit between a program's evidence and implementation. PEI's research round table, a group of experts in the field of child maltreatment prevention, developed and reviewed the tool for this purpose.

Section I: Evidence-Based Program Description
All Respondents must complete this section of the ranking tool. Proposed Program Models will be evaluated for rigor and appropriateness for the goals of this procurement.

PART A: Basic Information

Name of Evidence-Based Program:
Evidence-Based Program Developer/Creator:

Description of the Program:

How did you hear about the program?

Has this program been ranked by an Evidence-Based Clearinghouse?

☐ Yes ☐ No

If so, which clearinghouse?

What is the program's current numerical rank and ranking category (Evidence-Based Practice, Psychometrics Well-Demonstrated, Promising Practice, etc.)?

Ranking	Ranking Category

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Exhibit H-
PEI Evidence-Based Program Ranking Tool

Please provide the URL for the clearinghouse ranking that you referenced above:

Why do you want to use this EBP, and which of your target populations will it be targeted towards?

Based on the information above, who will be receiving this program and which type of service will it be used for?

Section I, Part A points (1 to 5):	

Ranking Justification/Notes

PART B. Training and Program Materials

Please describe the program's training requirements and required qualifications. Include any licensing or educational requirements needed to implement the program to fidelity and any programmatic training offered by the program developers. For programmatic training, indicate the length (in hours, days, or weeks, as applicable), frequency (one-time, annual, etc.), and mode (webinar, in-person, observational, written, etc.) of the training and whether the training is optional or required.

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Exhibit H-
PEI Evidence-Based Program Ranking Tool

Based on the information above, does your staff meet the educational, licensing, and training requirements of the program?

☐ Yes, our staff meets the requirements

☐ No, our staff does not meet the requirements

☐ Our staff does not currently meet the requirements, but we have a training plan to meet the requirements (describe below)

Please provide a brief description of and links to (or attachments of) the program's written program materials. Include the types of materials available, including written guidance on program administration and practice protocol:

Ranking (For PEI use only): (Select all that apply)

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Exhibit H-
PEI Evidence-Based Program Ranking Tool

Section I, Part B points (1 to 5):	

Ranking Justification/Notes

Section II: Evidence Based Program Ranking
This section should be completed by Respondents proposing an Evidence-Based or Promising Practice Program that has not already been approved by PEI. Approved Evidence-Based or Promising Practice Programs are listed in the tool's appendix (starting on p. 10).

PART A. Theoretical Basis
Please provide a brief description of and a link to (or attachment of) the program's logic model or conceptual framework:

Ranking (For PEI use only): (Select all that apply)

Section II, Part A points (1 to 4):	

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Exhibit H-
PEI Evidence-Based Program Ranking Tool

Ranking Justification/Notes

PART B: Program Replication

Please provide a brief description of and links to (or attachments of) information related to program replication. Include information on how frequently the program has been replicated and where/for whom it has been replicated.

Ranking (For PEI use only):

Section II, Part B points (1 to 5):	

Ranking Justification/Notes:

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Exhibit H-
PEI Evidence-Based Program Ranking Tool

PART C: Outcomes of Intervention

Please provide a brief description of and a link to (or attachment of) research illustrating the outcomes of the program. Include a description of the outcomes, the target population for whom the outcomes were illustrated, the length over which the tested outcomes were illustrated or sustained in the research, and why you believe the outcomes are relevant to your proposed program.

Ranking (For PEI use only):

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Exhibit H-
PEI Evidence-Based Program Ranking Tool

Section II, Part C points (1 to 10):	

Ranking Justification/Notes

Part D: Publication of Evaluations

Please provide a brief description of and link to (or attachment of) the most relevant published evaluation research of the program. Please prioritize research that has been published in peer-reviewed literature and conducted by an external evaluator within the past five to ten years. Make sure to include details on the research design and the methodologies used in the research.

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PEI Evidence-Based Program Ranking Tool

Ranking (For PEI use only):

Section II, Part D points (1 to 17):	

Ranking Justification/Notes

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Exhibit H-
PEI Evidence-Based Program Ranking Tool

Section III: Required Components:
In addition to the information above, please include anything additional that is needed to illustrate that the program is involved in continuous improvement and would not constitute a risk of harm to those who would receive it. (Include links or attachments as appropriate).

Evaluation of Required Criteria (For PEI use only):

Section III, Part A points (1 to 5):	

Evaluation Criteria/Notes:

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Exhibit H-
PEI Evidence-Based Program Ranking Tool

Evaluation Criteria/Notes (continued):

Exhibit H-
PEI Evidence-Based Program Ranking Tool

Tool Reference No. _____

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Appendix I: List of PEI's Approved Evidence-Based and Promising Practices

Name of Program	AVANCE Parent-Child Education Program (PCEP)
Description	AVANCE's philosophy is based on the premise that education must begin in the home and that the parent is the child's first and most important teacher. The ***PCEP*** fosters parenting knowledge and skills through a nine- month, intensive bilingual parenting curriculum that aims to have a direct impact on a young child's physical, emotional, social, and cognitive development. Parents/primary caregivers are taught how to make toys out of common household materials and how to use them as tools to teach their children school readiness skills and concepts. Monthly home visits are also conducted to observe parent-child interactions and provide guidance in the home on learning through play. Along with the parenting education component, parents/primary caregivers are supported in meeting their personal growth, developmental and educational goals to foster economic stability. While parents/primary caregivers attend classes, their children under the age of three are provided with early childhood enrichment in a developmentally appropriate classroom setting which aims to build the academic, social, and physical foundation necessary for school readiness.
Target Population	Parents/primary caregivers with children from birth to age three, pregnant women and/or partners of pregnant women, especially those with challenges such as poverty; illiteracy; teen parenthood; geographic and social marginalization; and toxic stress
Age Range	0-3
Recommended Dosage	Weekly three-hour classes comprised of 27 bilingual parenting lessons, toy making classes and a community education speaker
Setting	Home, Community Agency, School

Name of Program	Effective Black Parenting (EBPP)
Description	EBPP is a parenting skill-building program created specifically for parents of African-American children. It was originally designed as a 15-session program to be used with small groups of parents. A one-day seminar version of the program for large numbers of parents has been created. ***EBPP*** is disseminated via instructor training workshops conducted nationwide.
Target Population	African-American families at risk for child maltreatment
Age Range	0-17
Recommended Dosage	Weekly three-hour sessions or one-day 6.5 hours abbreviated seminar version. 15 weeks total including a session for graduation and testifying; just one-day for the abbreviated seminar version
Setting	Home, Community Agency, Foster/ Kinship Care, Outpatient Care

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PEI Evidence-Based Program Ranking Tool

Tool Reference No. _____

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Name of Program	Family Connections
Description	Family Connections is a multifaceted, community-based service program that works with families in their homes and in the context of their neighborhoods to help them meet the basic needs of their children and prevent child maltreatment. Nine practice principles guide ***FC*** interventions: ecological developmental framework; community outreach; individualized family assessment and tailored interventions; helping alliance; empowerment principles; strengths-based practice; cultural competence; outcome-driven service plans with SMART goals; and a focus on the competence of the practitioner. Individualized family intervention is geared to increase protective factors, decrease risk factors, and target child safety, well-being, and permanency outcomes.
Target Population	Families at risk for child maltreatment
Age Range	0-17
Recommended Dosage	A minimum of one hour of face-to-face contact between the social worker and clients weekly; 3-4 months with an optional 90-day extension if needed
Setting	Birth Family Home, Community Agency

Name of Program	Home Instruction for Parents of Preschool Youngsters (HIPPY)
Description	HIPPY is a home-based and parent-involved school readiness program that helps parents prepare their children ages three to five years old for success in school and beyond. The parent is provided with a set of carefully developed curriculum, books, and materials designed to strengthen their child's cognitive and early literacy skills, as well as their social, emotional, and physical development. The ***HIPPY*** Curriculum contains 30 weekly activity packets, a set of storybooks, and a set of 20 manipulative shapes for each year. In addition to these basic materials, supplies such as scissors and crayons are provided for each participating family. The program uses trained coordinators and community-based home visitors who go into the home. These coordinators and home visitors role-play the activities with the parents and support each family throughout its participation in the program.
Target Population	Parents who have young children and have limited formal education and resources
Age Range	3-5
Recommended Dosage	Home visitors engage their assigned parents on a weekly basis. A home visit consists of a one-hour, one-on- one interaction. Parents then engage their children in educational activities for five days per week for 30 weeks. At least six times per year, one or more cohorts of parents meet in a group setting with the coordinator and their assigned home visitor(s). Last approximately two hours. A minimum of 30 weeks of interaction with the home visitor; curriculum available for up to three years of home visiting services
Setting	Home; Kinship/ Foster Care

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PEI Evidence-Based Program Ranking Tool

Tool Reference No. _____

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Name of Program	Incredible Years
Description	The Incredible Years is a series of three separate, multifaceted, and developmentally based curricula for parents, teachers, and children. This series is designed to promote emotional and social competence; and to prevent, reduce, and treat behavior and emotional problems in young children. The parent, teacher, and child programs can be used separately or in combination. There are treatment versions of the parent and child programs as well as prevention versions for high-risk populations. For treatment version, the Advance Parent Program is recommended as a supplemental program. Basic plus Advance takes 26-30 weeks.
Target Population	Parents, teachers, and children
Age Range	4-8
Recommended Dosage	One two-hour session per week (parent and child component); classroom program: 2-3 times weekly for 60 lessons; teacher sessions can be completed in 5-6 full-day workshops or 18-21 two-hour sessions. The Basic Parent Training Program: 14 weeks for prevention populations, 18 - 20 weeks for treatment. The Child Training Program: 18-22 weeks. The Child Prevention Program is 20 to 30 weeks and may be spaced over two years. The Teachers Program is 5 to 6 full-day workshops spaced over 6 to 8 months.
Setting	Birth Family Home, Community Agency, Community Daily Living Settings, Foster/Kinship Care, Hospital, Outpatient Clinic, Religious Organization, School, Workplace, Primary Care Settings Serving Children

Name of Program	Nurse-Family Partnership (NFP)
Description	The Nurse-Family Partnership (NFP) program provides home visits by registered nurses to first-time, low- income mothers, beginning during pregnancy and continuing through the child's second birthday. Clients are able to participate in the program for two-and-a-half years and the program is voluntary.
Target Population	First-time, low-income mothers (no previous live births)
Age Range	0-2
Recommended Dosage	Ideally, nurses begin 60-90-minute visits with pregnant mothers early in their pregnancy (about 16 week's gestation). Registered nurses visit weekly for the first month after enrollment and then every other week until the baby is born. Visits are weekly for the first six weeks after the baby is born, and then every other week through the child's first birthday. Visits continue on an every-other-week basis until the baby is 20 months. The last four visits are monthly until the child is two years old. Nurses use their professional nursing judgment and increase or decrease the frequency and length of visits based on the client's needs.
Setting	Home, Community Agency

Name of Program	Nurturing Parenting

Exhibit H-
PEI Evidence-Based Program Ranking Tool

Tool Reference No. _____

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

Description	The Nurturing Parenting Program for Parents and their School Age Children 5 to 12 Years is a 15-session program that is group-based, and family-centered. Parents and their children attend separate groups that meet concurrently. Each session is scheduled for 2.5 hours with a 20-minute break in which parents and children get together and have fun.
Target Population	Families who have been reported to the child welfare system for child maltreatment including physical and emotional maltreatment in addition to child neglect; may be used as a court-ordered parenting program
Age Range	5-12
Recommended Dosage	2.5 hour long weekly session for 15 weeks.
Setting	Community Agency

Name of Program	**Parenting Wisely**
Description	Parenting Wisely is a self-administered, highly interactive computer-based program that teaches parents and children, ages 9-18, skills to improve their relationships and decrease conflict through support and behavior management. The program utilizes a DVD for group administration or an interactive online program for individual administration with ten video scenarios depicting common challenges with adolescents. Parents are provided the choice of three solutions to these challenges and can view the scenarios enacted, while receiving feedback about each choice. Parents are quizzed periodically throughout the program and receive feedback. The program operates as a supportive tutor pointing out typical errors parents make and highlighting new skills that will help them resolve problems. Computer experience or literacy is not required. Parents and children can use the program together as a family intervention. The Parenting Wisely program uses a risk-focused approach to reduce family conflict and child behavior problems and improve the quality of parent-child relationships.
Target Population	Families with children at risk for or with: behavior problems, substance abuse problems, or delinquency
Age Range	9-18
Recommended Dosage	3-5 hours to complete (in two-week period) and should be viewed twice in a six-month period. For group administration, the program can be completed in 5-10 group sessions.
Setting	Home, Community Agency, Foster/ Kinship Care, Hospital, Outpatient Clinic, Residential Care Facility, School

Name of Program	**Parenting with Love and Limits**

Exhibit H-
PEI Evidence-Based Program Ranking Tool

Tool Reference No. _____

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

Description	PLL combines group therapy and family therapy to treat children and adolescents aged 10-18 who have severe emotional and behavioral problems (e.g., conduct disorder, oppositional defiant disorder, and attention deficit/hyperactivity disorder) and frequently co-occurring problems such as depression, alcohol or drug use, chronic truancy, destruction of property, domestic violence, or suicidal ideation. The program also has been used with teenagers with less extreme behaviors. PLL is also used to serve as an alternative to a residential placement for youth as well as with youth returning back from residential placement such as commitment programs, halfway houses, group homes, or foster homes. PLL teaches families how to reestablish adult authority through consistent limits while reclaiming a loving relationship.
Target Population	Children and adolescents aged 10-18 who have severe emotional and behavioral problems (e.g., conduct disorder, oppositional defiant disorder, and attention deficit/hyperactivity disorder) and frequently co- occurring problems such as depression, alcohol or drug use, chronic truancy, destruction of property, domestic violence, or suicidal ideation
Age Range	10-18
Recommended Dosage	2-hour weekly group sessions with 1 hour of parents and teens meeting together and 1 hour separately; 1-2-hour weekly family sessions, as needed; 6 weeks for group sessions, and 4 to 20 sessions for family sessions
Setting	Adoptive Home, Birth Family Home, Community Agency, Foster/Kinship Care, Outpatient Clinic, Residential Care Facility

Name of Program	**Parents as Teachers (PAT)**
Description	Parents as Teachers is an early childhood parent education, family support, and school readiness home visiting model based on the premise that "all children will learn, grow, and develop to realize their full potential." Based on theories of human ecology, empowerment, self-efficacy, attribution, and developmental parenting. Parents as Teachers involves the training and certification of parent educators who work with families using a comprehensive curriculum. Parent educators work with parents to strengthen protective factors and ensure that young children are healthy, safe, and ready to learn.
Target Population	Families with an expectant mother or parents of children up to kindergarten entry (usually 5 years)
Age Range	0-5
Recommended Dosage	2 years per family
Setting	Adoptive Home; Birth Family Home; Child Care Center; Community Agency; Foster/Kinship Care; Outpatient Clinic; School

Name of Program	**Period of Purple Crying**

Exhibit H-
PEI Evidence-Based Program Ranking Tool

Tool Reference No. _____

Description	The Period of PURPLE Crying program is the name given to the Shaken Baby Syndrome (SBS) prevention program developed by National Center on Shaken Baby Syndrome. The program educates parents and caretakers on normal infant crying, the most common trigger for shaking an infant. It was designed to be used primarily in universal, primary prevention settings, but is applicable to secondary prevention as well.
Target Population	All mothers and fathers of infants up to 5 months of age and society in general in their understanding of early increased infant crying and shaken baby syndrome
Age Range	0-0
Recommended Dosage	Three 3-10-minute contacts; over 3 months
Setting	Home; hospital; primary care provider

Name of Program	**SafeCare**
Description	SafeCare® is an in-home parent training program that targets risk factors for child neglect and physical abuse in which parents are taught skills in three module areas: (1) how to interact in a positive manner with their children, to plan activities, and respond appropriately to challenging child behaviors, (2) to recognize hazards in the home in order to improve the home environment, and (3) to recognize and respond to symptoms of illness and injury, in addition to keeping good health records. All three modules should be used in the implementation of SafeCare®; any modifications to or elimination of modules need to be discussed with the program developers.
Target Population	Parents at-risk for child neglect and/or abuse and parents with a history of child neglect and/or abuse
Age Range	0-5
Recommended Dosage	Weekly sessions 1-1.5 hours; 18-20 weeks
Setting	Adoptive Home, Birth Family Home, Foster/ Kinship Care

Name of Program	**Safe Environment for Every Kid (SEEK) Model**
Description	SEEK is designed to support medical professionals in the identification and management of targeted risk factors for child maltreatment for families with children aged 0-5. The program trains health professionals (pediatricians and social workers) to assess and provide referrals to community resources.
Target Population	Families with children aged 0-5 years who have risk factors for child maltreatment such as parental depression or substance abuse
Age Range	0-5
Recommended Dosage	Assessed at each checkup starting at 2 months - 5 years.

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Exhibit H-
PEI Evidence-Based Program Ranking Tool

Tool Reference No. _____

Setting	Pediatric Physician's Office

Name of Program	**Stewards of Children**
Description	The Stewards of Children program is a 2-hour training that teaches adults how to prevent, recognize, and react responsibly to child sexual abuse. It integrates commentary from sexual abuse survivors, experts in the field, and other concerned adults, all providing practical guidance for preventing and responding to child sexual abuse. It is available in both a facilitator-led and online model.
Target Population	Staff and volunteers of schools and other youth-serving organizations, parents/caregivers, and concerned adults
Age Range	18+
Recommended Dosage	2-hour training; One-time
Setting	Home, Community Agency, Foster/ Kinship Care, Hospital, Outpatient Clinic, Residential Care Facility, School

Name of Program	**Systemic Training for Effective Parenting (STEP)**
Description	STEP is a multicomponent parenting education curriculum. The three STEP programs help parents learn effective ways to relate to their children from birth through adolescence by using parent education study groups. By identifying the purposes of children's behavior, STEP also helps parents learn how to encourage cooperative behavior in their children and how not to reinforce unacceptable behaviors. STEP also helps parents change dysfunctional and destructive relationships with their children by offering concrete alternatives to abusive and ineffective methods of discipline and control. STEP is offered in three separate programs covering early childhood, children ages seven through twelve, and teenagers. Each program contains a leader's resource guide, promotional tools, videos and parent handbooks.
Target Population	Parents of children - birth through adolescence
Age Range	0-17
Recommended Dosage	Weekly sessions, 60-90 minutes each for 7 weeks
Setting	Adoptive Home, Birth Family Home, Community Agency, Foster/Kinship Care, Hospital, Outpatient Clinic, Residential Care Facility, School

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Exhibit H-
PEI Evidence-Based Program Ranking Tool

Tool Reference No. _____

Name of Program	Teaching-Family Model (TFM)
Description	TFM is a unique approach to human services characterized by clearly defined goals, integrated support systems, and a set of essential elements. TFM has been applied in residential group homes, home-based services, foster care and treatment foster care, schools, and psychiatric institutions. The model uses a married couple or other "teaching parents" to offer a family-like environment in the residence. The teaching parents help with learning living skills and positive interpersonal interaction skills. They are also involved with children's parents, teachers, and other support network to help maintain progress.
Target Population	Youth who are at-risk, juvenile delinquents, in foster care, mentally retarded/developmentally disabled, or severely emotionally disturbed; families at risk of having children removed
Age Range	0-17
Recommended Dosage	Residential settings: 24/7. Home-based interventions: 10-15 sessions weekly for 6-10 weeks. 9 months optimal
Setting	Birth Family Home, Community Agency, Foster/Kinship Care, Hospital, Outpatient Clinic, Residential Care Facility, School

Name of Program	Triple P - Positive Parenting Program
Description	Level 4 Triple P is one of the five levels of the Triple P - Positive Parenting Program® System which is also highlighted on the CEBC. Level 4 Triple P helps parents learn strategies that promote social competence and self- regulation in children as well as decrease problem behavior. Parents are encouraged to develop a parenting plan that makes use of a variety of Level 4 Triple P strategies and tools. Parents are then asked to practice their parenting plan with their children. During the course of the program, parents are encouraged to keep track of their children's behavior, as well as their own behavior, and to reflect on what is working with their parenting plan and what is not working so well. They then work with their practitioner to fine tune their plan. Level 4 Triple P practitioners are trained to work with parents' strengths and to provide a supportive, non-judgmental environment where a parent can continually improve their parenting skills. Level 4 Triple P is offered in several different formats (e.g., individual, group, self-directed, and online). The CEBC evaluated the standard version of Level 4 Triple P as described above and not any other variations (including early teen versions or those for children with developmental delays).

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Exhibit H-
PEI Evidence-Based Program Ranking Tool

Tool Reference No. _____

Target Population	For parents and caregivers of children and adolescents from birth to 12 years old with moderate to severe behavioral and/or emotional difficulties or for parents that are motivated to gain a more in-depth understanding of positive parenting
Age Range	0-12
Recommended Dosage	Any of the following: 1) Three group versions; 5 two-hour group sessions and 3 twenty-minute individual telephone consultations for each family offered over 8 consecutive weeks; 2) An online version; 8 self-paced online modules; 3) Self-directed workbook; self-paced; or 4) Three individual or standard versions;10 one-hour sessions that occur weekly. Program interventions typically take place over 2-3 months.
Setting	Adoptive Home, Birth Family Home, Community Agency, Foster/Kinship Care, Hospital, Outpatient Clinic, Residential Care Facility, School

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Exhibit I

Online Bid Room Instructions

Responses for this Request for Application may be submitted electronically using the HHS Online Bid Room or any other method identified in the solicitation. *Use of the HHS Online Bid Room is optional and is subject to all terms and conditions, affirmations, and other requirements of the solicitation as any other method of submission.*

Read and review the Grant Opportunity package and all associated documents carefully before completing and submitting a response in the form and manner described in the solicitation package. ***Exhibits requiring signatures must be signed and included with the Application by the Grant Opportunity application deadline.***

Questions regarding the Grant Opportunity must be addressed to the Point of Contact in the RFA. The Point of Contact is identified in the RFA.

Submit the Application in the form and manner described in the RFA on or before the Application due date and time.

IMPORTANT: The Grant Opportunity package will identify the specific form and method of delivery. Failure to adhere to the requirements in the RFA package may result in disqualification.

Access to the HHS Online Bid Room is a two-step process.

Step 1: Register for the Enterprise Portal using the **Enterprise Portal Link**. It can take up to five business days to receive your user name and password. If you do not receive this information within five days, email pcsbids@hhsc.state.tx.us.

Step 2: Using the Enterprise Portal login credentials you will receive via email, you can request the necessary HHS Online Bid Room user name and password to enter the HHS Online Bid Room to submit your response to the solicitation electronically.

See our resources page for a tutorial, guidebook, and other resources to help you use the HHS Online Bid Room.

IMPORTANT: Allow enough time for the registration process to submit your Application by the Application due date. **Late Applications are not accepted.**

The optional use of the HHS Online Bid Room and any resulting technical difficulties which may prevent a successful, responsive electronic submission of an Application shall not be sufficient basis for a protest of a grant award.

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Exhibit J		
EVALUATION SCORE TOOL RFA HHS0008417 CYD		
Evaluation Scoring Guide		
Score	**Level**	**Description**
Unacceptable	**1**	Response does not address requirement. Response is completely unacceptable.
Unacceptable	**2**	Response mentions requirement, but is not responsive to the elements of the requirement.
Unacceptable	**3**	Response addresses requirement, but response described does not allow DFPS to fulfill mission.
Marginal. Fails to meet evaluation standards but failures are correctable.	**4**	Response meets fundamental requirements, however could not be implemented as described (would require both DFPS and Respondent to make significant changes not currently anticipated).
Marginal. Fails to meet evaluation standards but failures are correctable.	**5**	Response meets fundamental requirements, however could not be implemented as described (implementation would require both DFPS and Respondent to make minor changes not currently anticipated).
Marginal. Fails to meet evaluation standards but failures are correctable.	**6**	Response meets fundamental requirements, however could not be implemented as described (implementation would require changes to be made by Respondent only).
Acceptable	**7**	Response clearly satisfies requirement but has some minor weaknesses.
Acceptable	**8**	Response clearly satisfies requirement.
Acceptable	**9**	Response satisfies requirements and has some benefits above requirement.
Exceptional	**10**	Response far exceeds all aspects of requirement.

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EXHIBIT J

EVALUATION SCORE TOOL
RFA HHS0008417 CYD

No.	Best Value Criteria	Weight
1	Respondent's Background and Experience	20%
2	Needs Assessment & Goals	15%
3	Program Delivery	45%
4	Financial Stability	10%
5	Reasonable Project Cost	10%
	GRAND TOTAL	100%

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EXHIBIT J

EVALUATION SCORE TOOL
Criteria, Sub-criteria Sheet
RFA HHS0008417 CYD

#	Criteria	Weight	Score	Comments
1	**Applicant's Background and Experience**			
1.1	How well does the Application demonstrate the Applicant's experience administering programs of a similar scale and scope including managing Subawards if Subawards are proposed and working with a similar Participant population?	10%		
1.2	How well does the Application demonstrate a history of implementing Positive Youth Development programming?	10%		
	SUM	**20%**		
2	**Needs Assessment & Goals**			
2.1	How comprehensive is the Community Strengths and Needs Assessment (CSNA)? A strong CSNA includes input from youth, community stakeholders and various data sources.	15%		
	SUM	**15%**		
3	**Program Delivery**			
3.1	How well does the Application outline the following major service components: (Mentoring, Youth Leadership Development, Post-High School Readiness and Family or Caregiver Engagement) in comprehensive detail, with clear goals and overall comprehensive approach based on the CSNA and outline the program's theory of change through a logic model?	20%		
3.2	How well does the Application demonstrate an understanding of the goals of the Youth Advisory Committee (YAC) component, and propose a comprehensive approach for meeting YAC objectives?	10%		
3.3	How well does the Application identify goals and objectives of the Local Coalition, including existing relationships and/or intent to build partnerships with local area service providers to benefit community youth?	5%		
3.4	How well does the Application outline a plan for service quality including a strategy for incorporating the Youth Program Quality Assessment?	5%		
3.5	How well does the Application describe a plan for program management and oversight including staffing, supervision, and administrative compliance?	5%		
	SUM	**45%**		
4	**Financial Stability**			
4.1	How well does the Application demonstrate administrative ability and financial ability to oversee a lean, multi-faceted Grant?	5%		
4.2	How well does the Application demonstrate financial stability?	5%		
	SUM	**10%**		
5	**Reasonable Project Cost**			

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5.1	How well does the Application's proposed expenditures demonstrate costs that are reasonable, allowable and necessary for the successful performance of the Grant?	5%		
5.2	How well does the Application demonstrate an understanding regarding the intent of the funding?	5%		
	SUM	**10%**		
	TOTAL (%)	**100%**		

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EXHIBIT K: EXCEPTIONS

NOTE TO APPLICANTS: COMPLETION OF THIS EXHIBIT IS NOT REQUIRED IF THERE ARE NO EXCEPTIONS. SEE HHS0008417 SECTION 4.5.2.

No exception—nor any term, condition, or provision in a Grant Application that differs, varies from, or contradicts this Request for Application—will be a part of any Grant Agreement resulting from this Request for Application unless expressly made a part of the Agreement in writing by DFPS.

Grant Opportunity	Grant Opportunity Section Number	RFA Language to which Exception is Taken	Basis of Exception	Applicant's Proposed Language	Still Want to be Considered for Grant Award if Exception Denied? (State "Yes" or "No")

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RFA HHS0008417 CYD

Exhibit L – EXECUTIVE SUMMARY

Provide a high-level overview with a broad understanding of the Applicants's approach to meeting the RFA's business requirements. The summary must demonstrate an understanding of the goals and objectives for this Grant Opportunity. (1 Page)

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Exhibit M: Program Narrative

PROGRAM NARRATIVE
A. Applicant's Background and Experience
1. What is the Applicant's experience with administering programs of a similar scale and scope?
2. If Subawards are proposed, what is the Applicant's experience managing Subawards?
3. What is the Applicant's experience with working with Youth in a prevention capacity and Youth development programming?
4. How is your organization currently performing on any existing DFPS grants or contracts? In the response, address whether, over the current contract term, the organization: meets output and outcome performance measures; submits timely program reporting and billing; has or has had monitoring findings.
5. Optional-Provide Letters of Support (LOS) (Label as Attachment M-I.)

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EXHIBIT N
APPLICANT INFORMATION

Application for CYD, RFA No. HHS0008417
This form requests basic information about the Applicant and project, including the signature of the authorized representative.

APPLICANT INFORMATION
1) LEGAL BUSINESS NAME :
2) MAILING Address Information (include mailing address, street, city, county, state and 9-digit zip code): **Check if address change** ☐
3) PAYEE Name and Mailing Address, including 9-digit zip code (if different from above): **Check if address change** ☐
4) DUNS Number (9-digit)
5) Federal Tax ID No. (9-digit), **State of Texas Comptroller Vendor ID Number** (14-digit):

6) TYPE OF ENTITY (check all that apply):

☐ City	☐ Nonprofit Organization*	☐ Individual
☐ County	☐ For Profit Organization*	☐ Federally Qualified Health Centers
☐ Other Political Subdivision	☐ HUB Certified	☐ State Controlled Institution of Higher Learning
☐ State Agency	☐ Community-Based Organization	☐ Hospital
☐ Indian Tribe	☐ Minority Organization	☐ Private
	☐ Faith Based (Nonprofit Org)	☐ Other (specify): _____

**If incorporated, provide 10-digit charter number assigned by Secretary of State:*

7) PROPOSED PERIOD OF PERFORMANCE: **Start Date:** ***09/1/2021*** **End Date:** ***8/31/2026***

8) REGION/COUNTIES SERVED BY PROJECT:

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EXHIBIT N
APPLICANT INFORMATION

9) TOTAL AMOUNT OF FUNDING REQUESTED FOR ONE FISCAL YEAR:

10) PROJECTED EXPENDITURES

Does Applicant's projected federal expenditures exceed $750,000, or its projected state expenditures exceed $750,000, for Applicant's current fiscal year (excluding amount requested in line 9 above)? **

Yes ☐ No ☐

***Projected expenditures should include anticipated expenditures under all federal grants including "pass through" federal funds from all state agencies, or all anticipated expenditures under state grants, as applicable.*

11) PROJECT CONTACT PERSON

Name:
Phone:
Fax:
Email:

12) FINANCIAL OFFICER

Name:
Phone:
Fax:
Email:

The facts affirmed by me in this Application are truthful, and I warrant the Applicant is in compliance with the RFA terms and conditions, including DFPS's Uniform Contract Terms and Conditions, and other RFA requirements unless specifically noted on the Applicant Information and Disclosure Form. I understand the truthfulness of the facts affirmed herein and the continuing compliance with these requirements are conditions precedent to the award of a contract. This document has been duly authorized by the governing body of the Applicant and I (the person signing below) am authorized to represent the Applicant.

13) AUTHORIZED REPRESENTATIVE **Check if change** ☐

Name:
Title:
Phone:
Fax:
Email:

14) SIGNATURE OF AUTHORIZED REPRESENTATIVE

15) DATE

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

EXHIBIT N
APPLICANT INFORMATION

Instructions

This form provides basic information about the Applicant and the proposed project with the Texas Department of Family and Protective Services (DFPS), including the signature of the authorized representative. It is the cover page of the Application and must be completed. Signature affirms the facts contained in the Application are truthful and the Applicant is in compliance with the RFA terms and conditions, including DFPS's Grant Uniform Terms & Conditions, attached as Exhibit B of this RFA, and other RFA requirements unless specifically noted on the Applicant Information Form and acknowledges that continued compliance is a condition for the award of a grant. Please follow the instructions below to complete the Applicant Information form and return with the Applicant's Application.

1) **LEGAL BUSINESS NAME** - Enter the legal name of the Applicant.
2) **MAILING ADDRESS INFORMATION** - Enter the Applicant's complete physical address and mailing address, city, county, state, and 9-digit zip code.
3) **PAYEE NAME AND MAILING ADDRESS** - Payee – Entity involved in a contractual relationship with Applicant to receive payment for services rendered by Applicant and to maintain the accounting records for the contract; i.e., fiscal agent. Enter the PAYEE's name and mailing address, including 9-digit zip code, if PAYEE is different from the Applicant. The PAYEE is the corporation, entity or vendor who will be receiving payments.
4) **DUNS Number** – 9- digit Dun and Bradstreet Data Universal Numbering System (DUNS) number. This number is required and can be obtained at: http://fedgov.dnb.com/webform
5) **FEDERAL TAX ID or STATE OF TEXAS COMPTROLLER VENDOR ID NUMBER -** Enter the Federal Tax Identification Number (9-digit) or the Texas Vendor Identification Number assigned by the Texas State Comptroller (14-digit).
6) **TYPE OF ENTITY** - Check the type of entity as defined by the Secretary of State at http://www.sos.state.tx.us/corp/businessstructure.shtml and/or the Texas State Comptroller at https://fmx.cpa.state.tx.us/fmx/pubs/tins/tinsguide/2009-04/TINS_Guide_0409.pdf and check all other boxes that describe the entity.

   Historically Underutilized Business**:** A minority or women-owned business as defined by Texas Government Code, Title 10, Subtitle D, Chapter 2161. (http://www.window.state.tx.us/procurement/prog/hub/)

   State Agency**:** an agency of the State of Texas as defined in Texas Government Code §2056.001.ii

   Institutions of Higher Education as defined by §61.003 of the Education Code.

   Minority Organization is defined as an organization in which the Board of Directors is made up of 50% racial or ethnic minority members.

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EXHIBIT N
APPLICANT INFORMATION

If a Non-Profit Corporation or For-Profit Corporation, provide the 10-digit charter number assigned by the Secretary of State.

7) **PROPOSED PERIOD OF PERFORMANCE** - The Period of Performance for this Grant Opportunity. Period of Performance is defined in the RFA.
8) **REGION/COUNTIES SERVED BY PROJECT** - Enter the Region and proposed target counties to be served by the project**.**
9) **TOTAL AMOUNT OF FUNDING REQUESTED -** Enter the amount of funding requested from DFPS for proposed project activities for one fiscal year.
10) **PROJECTED EXPENDITURES** - If Applicant's projected federal expenditures exceed $750,000 or its projected state expenditures exceed $750,000 for Applicant's current fiscal year, Applicant must arrange for a financial compliance audit (Single Audit).
11) **PROJECT CONTACT PERSON** - Enter the name, phone, fax, and email address of the person responsible for the proposed project.
12) **FINANCIAL OFFICER** - Enter the name, phone, fax, and email address of the person responsible for the financial aspects of the proposed project.
13) **AUTHORIZED REPRESENTATIVE** - Enter the name, title, phone, fax, and email address of the person authorized to represent the Applicant. Check the "Check if change" box if the authorized representative is different from previous submission to DFPS.
14) **SIGNATURE OF AUTHORIZED REPRESENTATIVE** - The person authorized to represent the Applicant must sign in this blank.
15) **DATE** - Enter the date the authorized representative signed this form.

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RFA HHS0008417

EXHIBIT O-1: GOVERNMENTAL ENTITY INFORMATION

Authorized Officials

Legal Business Name of Applicant:	

Include the full names (last, first, middle) and addresses for the officials who are authorized to enter into a contract on behalf of the Applicant.

Name: _____ **Title:** _____ **Phone:** _____ Ext. **Fax:** _____ **Email:** _____	**Mailing Address (incl. street, city, county, state, & zip):** _____
Name: _____ **Title:** _____ **Phone:** _____ Ext. **Fax:** _____ **Email:** _____	**Mailing Address (incl. street, city, county, state, & zip):** _____
Name: _____ **Title:** _____ **Phone:** _____ Ext. **Fax:** _____ **Email:** _____	**Mailing Address (incl. street, city, county, state, & zip):** _____
Name: _____ **Title:** _____ **Phone:** _____ Ext. **Fax:** _____ **Email:** _____	**Mailing Address (incl. street, city, county, state, & zip):** _____
Name: _____ **Title:** _____ **Phone:** _____ Ext. **Fax:** _____ **Email:** _____	**Mailing Address (incl. street, city, county, state, & zip):** _____
Name: _____ **Title:** _____ **Phone:** _____ Ext. **Fax:** _____ **Email:** _____	**Mailing Address (incl. street, city, county, state, & zip):** _____

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EXHIBIT O-1: GOVERNMENTAL ENTITY INFORMATION

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

EXHIBIT O-2: NON-PROFIT ENTITY INFORMATION

Board of Directors and Principal Officers

Legal Business Name of Respondent:	

Include the full names (last, first, middle), addresses, telephone numbers, and titles of members of the board of directors or any other principal officers. Indicate the office/title held by each member (e.g. chairperson, president, vice-president, treasurer, etc.).

Name: _____ Title: _____ Phone: _____ Ext. Fax: _____ Email: _____	Mailing Address (incl. street, city, county, state, & zip):
Name: _____ Title: _____ Phone: _____ Ext. Fax: _____ Email: _____	Mailing Address (incl. street, city, county, state, & zip):
Name: _____ Title: _____ Phone: _____ Ext. Fax: _____ Email: _____	Mailing Address (incl. street, city, county, state, & zip):
Name: _____ Title: _____ Phone: _____ Ext. Fax: _____ Email: _____	Mailing Address (incl. street, city, county, state, & zip):
Name: _____ Title: _____ Phone: _____ Ext. Fax: _____ Email: _____	Mailing Address (incl. street, city, county, state, & zip):

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Comptroller of Public Accounts FORM AP-152 (Rev.1-07/9)

For Comptroller's use only

TEXAS APPLICATION FOR PAYEE IDENTIFICATION NUMBER

• *Shaded areas for state agency use only* • *See instructions on back*

1. Is this a new account? ☐ YES Mail Code 000 Complete Sections I - V ☐ NO Enter Mail Code Complete Sections I, II & V Agency number

SECTION I

2. PAYEE IDENTIFICATION NUMBER (PIN) - Indicate the type of number you are providing to be used for your PIN

☐ **1** - Federal Employer's Identification (FEI) Number
☐ **2** - Social Security Number (SSN) Enter the number indicated
☐ **3** - Comptroller's assigned number

3. Are you currently reporting any Texas tax to the Comptroller's office other than unemployment (e.g., sales tax, franchise tax)?

☐ YES ☐ NO If "YES," enter Texas Taxpayer number .....

SECTION II

PAYEE INFORMATION *(Please type or print)*

4. Name of payee (Individual or business to be paid)
5. Mailing address where you want to receive payments
6. *(Optional)*
7. *(Optional)*
8. *(Optional)*
9. City State ZIP code — Zone code

10. SIC code Security type code (**0, 1, 2**) Payee telephone number *(Area code and number)* / —

SECTION III

11. OWNERSHIP CODES - Check only on code by the appropriate ownership type that applies to you or your business.

☐ **I** - Individual Recipient (not owning a business)
☐ **E** - State Employee If checked, enter employing agency number .....
☐ **S** - Sole Ownership (Individual owning a business) If checked, enter the owner's name and Social Security Number (SSN)

Owner's name
SSN 2

☐ **P** - Partnership If checked, enter two partner's names and Social Security Numbers (SSN). If a partner is a corporation, use the corporation's Federal Employer's Identification (FEI) Number.

SSN/FEI .....
Name
SSN/FEI .....
Name
Type of service provided

☐ **J** - Joint Venture
☐ **L** - Limited Partnership If checked, enter the Texas File Number
☐ **T** - Texas Corporation If checked, enter the Texas Charter Number
☐ **A** - Professional Association If checked, enter the Texas Charter Number
☐ **C** - Professional Corporation If checked, enter the Texas Charter Number
☐ **O** - Out-of-State Corporation
☐ **G** - Governmental Entity
☐ **U** - State agency / University
☐ **F** - Financial Institution
☐ **R** - Foreign (out of U.S.A.)

☐ **N** - Other If checked, explain.

SECTION IV

12. Payment Assignment? ☐ YES ☐ NO *Note: A copy of the assignment agreement between payees must be attached.*

Assignee name
Assignee PIN Assignment date

SECTION V

13. Comments

14. sign here Authorized signature *(Applicant or authorized agent)* Date

15. Agency name Prepared by Phone *(Area code and number)*

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TEXAS APPLICATION FOR PAYEE IDENTIFICATION NUMBER

SUSAN COMBS • TEXAS COMPTROLLER OF PUBLIC ACCOUNTS
Claims Division
Austin, Texas 78774-0100

WHO MUST SUBMIT THIS APPLICATION -

This application must be submitted by every person (sole owner, individual recipient, partnership, corporation or other organization) who intends to bill agencies of the state government for goods, services provided, refunds, public assistance, etc. The Payee Identification Number (PIN) will be required on all maintenance submitted by state agencies. The use of this number on all billings will reduce the time required to process billings to the State of Texas.

NOTE: To expedite processing of this application, please return the completed application to the state agency with which you are conducting business. It is not necessary for the payee to sign or complete this form. The state agency representative may complete the form for the payee.

FOR ASSISTANCE -

For assistance in completing this application, please call the State Comptroller's Office at 1-800-531-5441, extension 3-3660, toll free nationwide. The Austin number is 512-463-3660.

NOTICE TO STATE AGENCIES -

When this form is used to set up additional mail codes, Sections I, II and V must be completed. State agencies may refer to the Texas Payee Information System Guide for additional information.

GENERAL INSTRUCTIONS -

- Please write only in white areas. (Shaded areas are for state agency use only.)
- Do not use dashes when entering Social Security, Federal Employer's Identification (FEI) or Comptroller's assigned numbers.
- Disclosure of your Social Security Number is required. This disclosure requirement has been adopted under the Federal Privacy Act of 1974 (5 U.S.C.A. sec. 552a(note)(West 1977), the Tax Reform Act of 1976 (42 U.S.C.A. sec. 405(c)(2)(C) (West 1992), and TEX. GOV'T. CODE ANN. sec. 403.055 (Vernon Supp. 1992). Your Social Security Number will be used to help the Comptroller of Public Accounts administer the state's tax laws and for other purposes. See Op Tex. Att'y Gen. No. H-1255(1978).

SPECIFIC INSTRUCTIONS -

SECTION I - PAYEE IDENTIFICATION NUMBER

Enter a nine-digit Federal Employer's Identification (FEI) Number issued by the Internal Revenue Service if the business is a partnership or corporation, etc. Enter a nine-digit Social Security Number or the nine-digit Federal Employer's Identification (FEI) Number issued by the Internal Revenue Service if a sole owner. Enter the nine-digit Social Security Number if an individual recipient. The comptroller's assigned number is a number issued by the Texas Comptroller's Office for specialized usage. Please enter only ONE of these numbers and check the type of number entered. If known, enter the Texas Taxpayer Number in item 3.

SECTION II - PAYEE INFORMATION

Items 4 through 9 - Enter the complete name and mailing address where you want payments to be received. Names of individuals must be entered first name first. Each line cannot exceed 50 characters including spaces. If the name is more than 50 characters, continue the name in Item 5 and begin the address in Item 6. Item 9 - Enter the city, state and ZIP code.

SECTION III - OWNERSHIP CODES

Item 11 - Check the box next to the appropriate ownership code and enter additional information as requested. Please check only one box in this section. The Secretary of State's Office may be contacted at 512-463-5555 for information regarding Texas charter or file numbers.

SECTION IV - PAYMENT ASSIGNMENT

Item 12 - Use when one payee is assigning payment to another payee. When setting up an assignment payment, fill out this section completely and include the assignment agreement between the assignee and the assignor.

SECTION V - COMMENTS AND IDENTIFICATION

Item 13 - Enter any additional information that may be helpful in processing this applicatiion. Items 14 and 15 are for identification purposes. Always complete the identification section, including comments and authorized signature.

Under Ch. 559, Government Code, you are entitled to review, request, and correct information we have on file about you, with limited exceptions in accordance with Ch. 552, Government Code. To request information for review or to request error correction, contact us at the address or toll-free number listed on this form.

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Comptroller of Public Accounts FORM 74-176 (Rev.9-17/20) FMX

STATE OF TEXAS

For Comptroller's Use Only		

Direct Deposit Authorization

This form may be used by vendors, individual recipients or state employees to receive payments from the state of Texas by direct deposit or to change/cancel existing direct deposit information.

Transaction Types

SECTION 1

1. Select transaction types:

- ☐ New setup *(Sections 2, 3, 5 and 6)*
- ☐ Change financial institution *(Sections 2, 3, 4, 5 and 6)*
- ☐ Change account number *(Sections 2, 3, 4, 5 and 6)*
- ☐ Change account type *(Sections 2, 3, 4, 5 and 6)*
- ☐ Cancellation *(Sections 2 and 6 - Sections 7 and 8 for state agency use)*
- ☐ Change custodial agency

Payee Identification

SECTION 2

2. Payee type
- ☐ State employee
- ☑ Vendor or other recipient

3. Identification number
- ☐ Texas Identification Number (TIN)
- ☐ Employer Identification Number (EIN)
- ☐ Social Security number (SSN)*
- ☐ Individual Taxpayer Identification Number (ITIN)

4. Mail code *(If not known, leave blank.)*

5. Payee name

6. Phone *(Area code and number)* ( ) ext.

7. Mailing address *(Street, city, state and ZIP code)*

New Account Information (Setups and Changes) *(Completion by financial institution is recommended)*

SECTION 3

8. Financial institution name

9. City

10. State

11. Routing number *(9 digits)* – –

12. Customer account number *(maximum 17 characters)*

13. Account type ☐ Checking ☐ Savings

14. Financial representative name *(optional)*

15. Title *(optional)*

16. Financial representative signature *(optional)*

17. Phone *(Area code and number) (optional)* ( ) ext.

18. Date *(optional)*

Existing Account Information (Changes Only)

SEC 4

19. Routing number *(9 digits)* – –

20. Customer account number *(maximum 17 characters)*

21. Account type ☐ Checking ☐ Savings

International Payments Verification *(required)*

SEC 5

22. Will these payments be forwarded to a financial institution outside the United States?..... ☐ YES ☐ NO

If "YES," also complete the ACH (Direct Deposit) Payment Destination Confirmation (Form 74-227).

Authorization for Setup, Changes or Cancellation *(required)*

SECTION 6

I authorize the Texas Comptroller of Public Accounts to electronically deposit my payments from the state of Texas to my financial institution. I understand that the Texas Comptroller of Public Accounts will reverse any payments made to my account in error.

I further understand that the Texas Comptroller of Public Accounts will comply at all times with the National Automated Clearing House Association's rules. *(For further information on these rules, please contact your financial institution.)*

sign here 23. Authorized signature

24. Printed name

25. Date

Cancellation by Agency *(for state agency use)*

SEC 7

26. Reason

27. Date

State Agency Contact *(for state agency use)*

SECTION 8

sign here 28. Authorized signature

29. Date

30. Phone *(Area code and number)* ( ) ext.

31. Agency number **530**

32. Agency name **Texas Department of Family and Protective Services**

33. Comments

34. ***Please return to the paying agency at the following address:***

Texas Department of Family and Protective Services
Accounts Payable/Direct Deposit Program
701 West 51st Street, MC E-672
Austin, TX 78751-2312
Fax : 512-339-5883
Phone: 512-438-3643

** See Federal Privacy Act Statement on page 2.*

Instructions for Direct Deposit Authorization

You have certain rights *under Chapters 552 and 559, Government Code, to review, request and correct information we have on file about you. To request information for review or to request error correction, use the contact information on this form.*

Section 1: Transaction Type(s)

1. Select the appropriate **transaction type(s)** and complete the corresponding sections.

Note: *Requests to change custodial agency number are processed based on Payment Services research and guidelines.*

Section 2: Payee Identification *(Required)*

2. Payee type: Indicate whether the payee is a ***state employee*** or a ***vendor/recipient***.

Note: *Agencies must complete box 34 with the appropriate agency's return address for the selected payee type.*

3. Identification number: Indicate the type of identification number and provide the associated 9- or 11-digit number.
4. Mail code: Enter the 3-digit mail code.
5. Payee name: Enter the payee's name.
6. Phone: Enter the payee's area code, phone number (and extension, if applicable).
7. Mailing address: Enter the payee's mailing address, city, state and ZIP code.

Section 3: New Account Information (Setups and changes) *(Completion by financial institution is recommended)*

8. Financial institution name: Enter the name of the payee's financial institution.
9. City: Enter the city of the payee's financial institution.
10. State: Enter the 2-character abbreviation for state of the payee's financial institution.
11. Routing number: Enter the 9-digit routing number of the payee's financial institution.
12. Customer account number: Enter the payee's account number (maximum 17 characters).
13. Type of account: Indicate whether the payee's account type is a checking account or a savings account.
14. Financial representative name: *(optional)* Enter the name of the financial representative.
15. Title: *(optional)* Enter the title of the financial institution representative.
16. Financial representative signature: *(optional)* Original signature of the financial representative.
17. Phone: *(optional)* Enter the area code, phone number (and extension, if applicable) of the financial representative.
18. Date: *(optional)* Enter the date the financial representative signed the form.

Section 4: Existing Account Information (Changes only)

19. Routing number: Enter the 9-digit ***routing number*** currently on file with the Comptroller's office.
20. Customer account number: Enter the payee's ***account number*** currently on file with the Comptroller's office.
21. Account type: Select the payee's ***account type*** currently on file with the Comptroller's office.

Section 5: International Payments Verification *(Required)*

22. Payment Destination: Select ***YES*** or ***NO*** to indicate if state payments will be forwarded to a financial institution outside the U.S.

Note: *If **YES**, the payee must also complete the ACH (Direct Deposit) Payment Destination Confirmation (Form 74-227).*

Section 6: Authorization for Setup, Changes or Cancellation *(Required)*

23. Authorized signature: Original signature of the payee is required.
24. Printed name: Enter or print the name of the payee or vendor/recipient signing the form.
25. Date: Enter or print the date the form was signed.

Section 7: Cancellation by Agency *(for state agency use)*

26. Reason: Enter the reason for cancellation of the payee's direct deposit information.
27. Date: Enter the date the cancellation was determined.

Section 8: State Agency Contact *(for state agency use)*

28. Authorized signature: Original signature of the agency's authorized representative is required.
29. Date: Enter the date the agency's representative signed the form.
30. Phone: Enter the area code, phone number and extension (if applicable) of the agency's representative.
31. Agency number: Enter the 3-digit agency number.
32. Agency name: Enter the agency's name.
33. Comments: *(optional)* Enter comments, if needed.
34. Return to Paying State Agency: This area autopopulates with the name and address of the paying state agency to which this form will be returned.

Questions?

State Employees:	Contact your agency's Human Resource department or payroll staff.
Vendors/Recipients:	Contact the paying agency's accounts payable staff.
State Agencies:	Contact Fiscal Management, Payment Services at 512-936-8138.

***Federal Privacy Act Statement:** Disclosure of your Social Security number is required and authorized under law for the purpose of tax administration and identification of any individual affected by applicable law, 42 U.S.C. § 405(c)(2)(C)(i) and Tex. Gov't Code §§ 403.011, 403.015, 403.055, 403.056 and 403.078. The Public Information Act, Tex. Gov't Code Ch. 522, and applicable federal law shall govern release of information on this form in response to a public information request.*

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EXHIBIT Q: ADMINISTRATIVE INFORMATION

This form provides information regarding identification and contract history of the Applicant, executive management, project management, governing board members, and/or principal officers. Respond to each request for information ***or provide the required supplemental document behind this form.*** *If responses require multiple pages, identify the supporting pages/documentation with the applicable request.*

NOTE: Administrative Information may be used in screening and/or evaluating proposals.

Legal Business Name of Applicant:	

1. Is Applicant a nonprofit organization?

☐ **YES** ☐ **NO**

If YES, Applicant must include evidence of its nonprofit status with the proposal. Any one of the following is acceptable evidence. Check the appropriate box for the attached evidence.

☐ a. A copy of a currently valid IRS exemption certificate.

☐ b. A statement from a state taxing body, state attorney general, or other appropriate state official certifying that the Applicant organization has a nonprofit status and that none of the net earnings accrue to any private shareholders or individuals.

☐ c. A copy of the organization's certificate of formation or similar document if it clearly establishes the nonprofit status of the organization.

☐ d. Any of the above proof for a state or national parent organization, and a statement signed by the parent organization that the Applicant organization is a local nonprofit affiliate.

Conflict of Interest and Contract History

The Applicant must disclose any existing or potential conflict of interest relative to the performance of the requirements of this RFA. Examples of potential conflicts include an existing or potential business or personal relationship between the Applicant, its principal, or any affiliate or subcontractor, with the Health and Human Services Commission (HHSC), the Texas Department of Family and Protective Services (DFPS) or any other entity or person involved in any way in any project that is the subject of this RFA. Similarly, any existing or potential personal or business relationship between the Applicant, the principals, or any affiliate or subcontractor, with any employee of HHSC or DFPS must be disclosed. Any such relationship that might be perceived, or represented as a conflict, must be disclosed. Failure to disclose any such relationship may be cause for contract termination or disqualification of the proposal. If, following a review of this information, it

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is determined by HHSC or DFPS that a conflict of interest exists, the Applicant may be disqualified from further consideration for the award of a contract.

Pursuant to Texas Government Code Section 2155.004, a Applicant is ineligible to receive an award under this RFA if the bid includes financial participation with the Applicant by a person who received compensation from HHSC or DFPS to participate in preparing the specifications or the RFA on which the bid is based.

2. **Does anyone in the Applicant organization have an existing or potential conflict of interest relative to the performance of the requirements of this RFA?**

   ☐ **YES** ☐ **NO**

   If YES, detail any such relationship(s) that might be perceived or represented as a conflict. (Attach no more than one additional page.)

3. **Will any person who received compensation from HHSC or DFPS for participating in the preparation of the specifications or documentation for this RFA participate financially with Applicant as a result of an award under this RFA?**

   ☐ **YES** ☐ **NO**

   If YES, indicate his/her name, job title, agency employed by, separation date, and reason for separation.

4. **Will any provision of services or other performance under any contract that may result from this RFA constitute an actual or potential conflict of interest or create the appearance of impropriety?**

   ☐ **YES** ☐ **NO**

   If YES, detail any such actual or potential conflict of interest that might be perceived or represented as a conflict. (Attach no more than one additional page.)

5. **Are any current or former employees of the Applicant current or former employees of HHSC or DFPS (within the last 24 months)?**

   ☐ **YES** ☐ **NO**

   If YES, indicate his/her name, job title, agency employed by, separation date, and reason for separation.

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6. **Are any proposed personnel related to any current or former employees of HHSC or DFPS?**

☐ **YES** ☐ **NO**

If YES, indicate his/her name, job title, agency employed by, separation date, and reason for separation.

7. **Has any member of Applicant's executive management, project management, governing board or principal officers been employed by HHSC or DFPS 24 months prior to the proposal due date?**

☐ **YES** ☐ **NO**

If YES, indicate his/her name, job title, agency employed by, separation date, and reason for separation.

8. **If the Applicant is a private nonprofit organization, does the executive director or other staff serve as voting members on the organizations governing board?**

☐ **YES** ☐ **NO**

09. **Is Applicant or any member of Applicant's executive management, project management, board members or principal officers:**
- Delinquent on any state, federal or other debt;
- Affiliated with an organization which is delinquent on any state, federal or other debt; or
- In default on an agreed repayment schedule with any funding organization?

☐ **YES** ☐ **NO**

If YES, please explain. (Attach no more than one additional page.)

10. **Has the Applicant had a contract suspended or terminated prior to expiration of contract or not been renewed under an optional renewal by any local, state, or federal department or agency or non-profit entity?**

☐ **YES** ☐ **NO**

If YES, indicate the reason for such action that includes the name and contact information of the local, state, or federal department or agency, the date of the contract and a contract reference number, and provide copies of any and all decisions or orders related to the suspension, termination, or non-renewal by the contracting entity.

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11. Does this proposal include financial participation by a person or entity that has been convicted of violating federal law, or been assessed a penalty in a federal civil administrative enforcement action, in connection with a contract awarded by the federal government for relief, recovery or reconstruction efforts as a result of Hurricanes Rita or Katrina or any other disaster occurring after September 24, 2005, under Government Code Section 2261.053?

☐ **YES** ☐ **NO**

If YES, please explain. (Attach no more than one additional page.)

12. Please disclose any information required under Section 6.2, Litigation and Contract History of the RFA

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ALL ADDITIONAL PAGES REQUIRED BY RESPONSES TO THIS FORM, SHOULD BE INSERTED HERE.

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EXHIBIT R
Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

Applicant Name: _____ **Application Number:** _____

Fiscal Year: _____ **Grant Agreement Number:** TBD

As needed, please refer to instructions at the end of this questionnaire.

SECTION I: FINANCIAL POSITION

(This section should be answered about your organization as a whole.)

1.	Please indicate the accounting system in place (e.g., accrual, cash, or modified accrual) _____	
2.	Does your organization complete yearly financial statements (e.g., Balance Sheet, Income Statement, Cash Flow)? *If yes:* *a. Please list the name(s) of the person(s) responsible for preparing the annual financial statement(s):* _____ *b. Please attach a copy of your most current statements as **ATTACHMENT# I-2.*** If no, please provide any manual or automated information maintained regarding your current financial position (e.g., assets versus liabilities) as ***ATTACHMENT # I-2.*** *c. Does your organization file annual tax returns (e.g. Schedule C, Form 990, Form 1120, Subchapter S)?* *If, yes, please include the tax return for the most recent year as **ATTACHMENT # 1-2C.*** If no, please explain why annual returns are not filed. _____	☐Yes ☐No ☐Yes ☐No
3.	Are your accounting and financial system operations audited at regular intervals by an independent auditor (Certified Public Accountant)? Note that this is not referring to compliance monitoring performed by State Contract Managers. *If yes:* *a. Please attach an original, bound audit report and management letter (if applicable) as provided by the independent auditor as **ATTACHMENT # I-3.*** *b. Please indicate the frequency with which your accounting records are audited by an independent auditor.* _____ *c. Please describe how independent audit results are shared with the governing body of your organization.*	☐Yes ☐No

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	_____	
4.	Is your organization subject to the Single Audit requirement in accordance with §200.501 (b) of the Uniform Grant Guidance (UGG)? Note: For more information please see the ICSQ Instructions at the end of this Questionnaire.	☐Yes ☐No
5.	Does your organization certify that there are no contingencies, outstanding liabilities or litigation that could affect your organization's financial position during the life cycle of the contract/grant (e.g., outstanding audit exceptions or purchase of real property)? If no, please explain. _____	☐Yes ☐No
6.	Does your organization stay current with payment of its liabilities, loans, taxes, etc.? If no, please provide a detailed description of any defaults on loans or violations of restricting covenants in loan agreements in the past year. _____	☐Yes ☐No
7.	Is your organization able to obtain credit when needed? If no, please explain any difficulty your organization has had in obtaining credit. _____	☐Yes ☐No
8.	Has your organization been audited by the Internal Revenue Service (IRS) in the past two years? *If yes:* *a. Please submit a copy of the IRS audit report, all related correspondence received from the IRS, and all related correspondence submitted to the IRS from your organization* ***as ATTACHMENT # I-8A.*** *b. Have all discrepancies cited in the audit been resolved?* *c. If the IRS has placed any type of lien on the organization's resources, have the liens been released?* d. *If all discrepancies have not been resolved or all liens have not been released, please submit a description of the discrepancies or liens and the impact of such on your financial position and include a copy of any repayment schedule that may be required by the IRS* ***as ATTACHMENT #I-8D.***	☐Yes ☐No ☐Yes ☐No ☐N/A ☐Yes ☐No ☐N/A

SECTION II: INTERNAL CONTROLS

II. A. GENERAL/ACCOUNTING CONTROLS

(This section should be answered about your organization as a whole. When a question mentions "contracts/grants," it is referring to any contract or grant you administer with funding received through DFPS or any other state or federal agency.)

1.	Does your organization allocate costs between contracts, grants, and/or programs?	☐Yes ☐No

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	*If yes, please attach a detailed cost allocation plan as **ATTACHMENT # II-1**.*	
2.	*Please attach a list that identifies all your contracts and grants with state agencies, including DFPS. For each agreement include: state agency name, type of service provided, contract and grant agreement number, dollar amount, and payment method (e.g. cost reimbursement, fee for service) as **ATTACHMENT # II-2**.*	
3.	Does your financial management system contain provisions that would ensure the organization is in compliance with §200.302 (financial management) of the Uniform Grant Guidance (UGG), or the Uniform Grant Management Standards (UGMS), as applicable? Note: For more information please see the ICSQ Instructions at the end of this Questionnaire.	☐Yes ☐No
4.	Does your organization maintain a separate ledger account for: a. Deposits for each source of funds? ..... b. Disbursement of each source of funds? ..... *Please provide a copy of your chart of accounts, and a description of how your accounting system identifies contract and grant revenues and expenditures separately as **ATTACHMENT # II-4**.*	☐Yes ☐No ☐Yes ☐No
5.	Are costs and expenditures under budgetary control: a. For total contract and grant budget? ..... b. By budget category?	☐Yes ☐No ☐Yes ☐No
6.	Do all purchases require approval from an authorized individual in the requesting department?	☐Yes ☐No
7.	Indicate the name and title of individual(s) authorized to:	

SIGN CHECKS OR AUTHORIZE PAYMENTS	APPROVE PURCHASES (INCLUDING ON-LINE AND CREDIT CARD)	PREPARE PAYMENTS (CHECKS AND ELECTRONIC FUND TRANSFERS)	RECONCILE ACCOUNTS INTERNAL ACCOUNTS TO BANK RECORDS	CONTROL INVENTORY	RECEIVE CASH
Name:	Name:	Name:	Name:	Name:	Name:
Title:	Title:	Title:	Title:	Title:	Title:
Name:	Name:	Name:	Name:	Name:	Name:
Title:	Title:	Title:	Title:	Title:	Title:

8.	Are all expenditures reconciled with your general ledger? If no, please explain _____	☐Yes ☐No
9.	How often are bank accounts reconciled to internal check registers? ☐Monthly ☐Quarterly ☐Other (please specify) _____	

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10.	Is your accounting system automated? **If no, please skip to question # 18.**	☐Yes ☐No
11.	Please describe how your accounting system is secured and/or protected (e.g. location, the use of passwords, access limits, checks and balances). _____	
12.	Please specify the name(s) and title(s) for the individuals with access to the accounting system to perform the following functions: Review Only: _____ Record Transactions: _____ Update/Change: _____ Delete: _____	
13.	Please explain the process (e.g., initiation, review, approval) for making updates, changes, deletions, and year-end adjustments in the accounting system. _____	
14.	Are there controls to provide reasonable assurance that transactions are not lost, duplicated, or added before and/or after data entry and editing?	☐Yes ☐No
15.	Are there controls to provide reasonable assurance that transactions with errors are rejected from further processing (e.g., prevented from updating the files/database)?	☐Yes ☐No
16.	Is the data entered into the accounting system verified? *If yes, please specify whom (name and title) is/are responsible for verifying the data, and how the verification is done.* _____	☐Yes ☐No
17.	What, if any, additional internal controls and approvals are in place within the organization to ensure payments made are valid and authorized? _____	
18.	Are all checks pre-numbered and accounted for? If no, please explain. _____	☐Yes ☐No

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19.	a. Are all disbursements (excluding petty cash) made by check? If no, what other means does your organization use to make disbursements? _____ b. Is a check register (disbursement journal) used to record disbursements and maintain balances? If no, how are disbursements and balances tracked? _____	☐Yes ☐No ☐Yes ☐No
20.	Are all disbursements approved prior to payment? If no, please explain. _____	☐Yes ☐No
21.	Is there any additional review or special approval required for payment transactions (check or electronic disbursement) that exceed a specific dollar amount? *If yes, please specify the dollar limit(s), name(s) and title(s) of responsible staff.* _____	☐Yes ☐No
22.	Does your organization have a system for tracking: a. Voided checks? ..... b. Credit card transactions? ..... c. Other electronic transactions?..... If no, please explain. _____	 ☐Yes ☐No ☐Yes ☐No ☐Yes ☐No ☐N/A
23.	Does your organization use a check-signing machine? *If yes, please describe how facsimile signature plates are safeguarded from improper use.* _____	☐Yes ☐No
24.	Are unused checks safeguarded and in the custody of a person who does not manually sign checks, control the use of facsimile signature plates or operate the facsimile signature machine? Please indicate name and title of person who has custody of unused checks. _____	☐Yes ☐No
25.	Are the following practices prohibited: a. the drafting of checks to “CASH”?..... b. the signing of blank checks?	 ☐Yes ☐No ☐Yes ☐No

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	c. the removal of blank checks from the checkbook?..... If no, please explain. _____	☐Yes ☐No
26.	Are purchase orders/requisitions controlled in such a way that they can all be accounted for (e.g., by sequential pre-numbering, by entry in a register)? *If yes, please attach an explanation of your purchase order/requisition controls as **ATTACHMENT # II-26**.*	☐Yes ☐No ☐N/A
27.	a. Does your organization have written policies and procedures for purchases? *If yes, please attach your written policies and procedures as **ATTACHMENT # II-27**.* b. Are your purchasing policies and procedures in compliance with §200.320 of the Uniform Grant Guidance (UGG), or Uniform Grant Management Standards (UGMS), as applicable? *If no, please explain below: (you may attach additional sheets if needed)* _____ Note: For more information please see ICSQ Instructions at the end of this Questionnaire.	☐Yes ☐No ☐Yes ☐No
28.	Are supporting documents (e.g., service authorizations, invoices, receipts, approvals, receiving reports, canceled checks) maintained with each disbursement and clearly referenced for easy location and retrieval? *If yes, please attach an explanation as **ATTACHMENT # II-28**. The attachment should describe your process for maintaining supporting documentation, such as:* • *How supporting records are kept and filed (e.g., filed by check number, month of payment),* • *How documents are marked when paid to prevent duplication of claims, and* • *How authorizations for service are registered internally.*	☐Yes ☐No
29.	Do supporting documents accompany checks for the check signer's signature?	☐Yes ☐No
30.	Are invoices marked to identify allocation of payment?	☐Yes ☐No
31.	If bank account balances (including Certificates of Deposit) are in excess of FDIC coverage, does your organization have a system to protect the excess amount? If no, please explain: _____	☐Yes ☐No ☐N/A
32.	Does your organization have procedures to identify costs and expenditures not allowable under federal or state regulations? *If yes, please attach an explanation of your system for identifying unallowable costs/expenditures as **ATTACHMENT # II-32.***	☐Yes ☐No
33.	Does your organization maintain a file for each contract and grant? *If yes, does each file contain:*	☐Yes ☐No

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	a. The executed contract and grant with all attachments?	☐Yes ☐No
	b. A copy of each contract and grant amendment (as applicable)?	☐Yes ☐No
	c. Billing documents?	☐Yes ☐No
	d. Documentation of contract and grant performance?	☐Yes ☐No
	e. Related correspondence?	☐Yes ☐No
	f. A copy of each subcontract and subcontract for DFPS grant services agreement (as applicable)?	☐Yes ☐No ☐NA
	If no to any of the above, please explain. _____	
34.	a. Does your organization's internal control process comply with the standards of 'COSO' (Committee of Sponsoring Organizations of the Treadway Commission) or the 'Standards of Internal Control in the Federal Government', issued by the Comptroller General of the United States, as may be applicable under the Uniform Grant Guidance (UGG) or the Uniform Grant Management Standards (UGMS)? *If yes, please attach an explanation of your system for following these internal control standards as* ***Attachment # II-34a****.*	☐Yes ☐No
	b. Does your organization have a process to prevent unauthorized access to confidential information related to your contracts and grants (e.g., sensitive client information or records - commonly referred to as Personally Protected Identifiable Information)? *If yes, please attach a copy of your procedures as* ***ATTACHMENT # II-34b****.* Note: For more information on parts a or b please see the ICSQ Instructions at the end of this Questionnaire.	☐Yes ☐No

II. B. PERSONNEL

35.	Does your organization have written personnel policies? If no, please explain. _____	☐Yes ☐No
	If yes, are the personnel policies distributed to all employees?	☐Yes ☐No
36.	Do the personnel policies include:	
	a. Hiring?	☐Yes ☐No
	b. Performance evaluations?	☐Yes ☐No
	c. Time and leave?	☐Yes ☐No
	d. Conflict of interest?	☐Yes ☐No
	e. Nepotism?	☐Yes ☐No
	f. Related-party	☐Yes ☐No
37.	Does your organization require individual time or activity sheets to be prepared at least monthly for personnel (part-time, full-time, and/or in-kind volunteers)?	☐Yes ☐No

	If no, please explain. _____ *If yes, please submit a blank time sheet or activity sheet and a copy of the related policy as **ATTACHMENT # II-37**.*	
38.	Does your organization have on file an established rate of pay and withholding information for each employee? If no, please explain. _____	☐Yes ☐No
39.	Does your organization have a written job description with a set salary level for each position? If no, please explain. _____	☐Yes ☐No
40.	Is the amount being paid to each employee based on documentation of actual hours worked?	☐Yes ☐No
41.	a. Is your organization current with your payroll taxes? b. Does your organization pay payroll taxes directly? If no, please explain and indicate name of withholding agent. _____	☐Yes ☐No ☐Yes ☐No
42.	Does your organization conduct criminal background checks on your employees and volunteers? *If yes, please attach a copy of your employee/volunteer background check policy and procedures as **ATTACHMENT # II-42**. The attachment should, at a minimum, include the following:* • *When criminal background checks are conducted,* • *When criminal background checks are updated, and* • *Identify by title and/or position the employees and volunteers who are subject to criminal background checks.*	☐Yes ☐No
II. C. TRAVEL **Reimbursements for travel expenses will be paid according to the State of Texas travel rates in effect on the date of travel as approved by the Office of the Comptroller of Public Accounts.**		
43.	Are expenditures for travel substantiated by travel vouchers, travel logs or other supporting documentation? If no, please explain. _____	☐Yes ☐No ☐N/A

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	*If yes, please submit a copy of your travel policy, a blank travel voucher, and a blank travel log as **ATTACHMENT # II C-43.***	
II. D. EQUIPMENT		
44.	a. Please specify the level of capitalization (dollar amount) used by your organization. _____ b. Please provide your organization's definition of equipment: _____	
45.	Does your organization conduct a physical inventory of capital equipment purchased with federal funds? If yes, how often? _____	☐Yes ☐No
46.	Have DFPS funds been used (in whole or in part) to purchase equipment or controlled assets (e.g., computers, furniture, cameras, camcorders, laser discs (DVD) players, TVs)? **Note:** Contractors and grantees should review the Comptroller's State Property Accounting User Manual at: https://fmx.cpa.state.tx.us/fmx/pubs/spaproc/appendices/appa/appa_6.php for the most current listing of controlled assets. Contractors and grantees must add these items classified as controlled assets to their inventory list based on the noted acquisition costs. **If no, please skip to Section II.E. Subawards and Subcontractors of DFPS grant services.**	☐Yes ☐No
47.	Are inventory records maintained that include: item description, serial number, funding source(s), acquisition cost, acquisition date and inventory number? *Please attach a blank inventory form as **ATTACHMENT # II-47**.*	☐Yes ☐No
48.	Are all equipment items and controlled asset tagged for the purpose of internal tracking and inventory?	☐Yes ☐No
49.	Does your organization have a policy regarding the documentation required for equipment that has been disposed of? *If yes, please attach a copy of your equipment disposal policy as **ATTACHMENT #II-49**.*	☐Yes ☐No
II. E. Subawards and subcontracts for DFPS grant services **If your organization does not (and does not intend to) subaward or subcontract for DFPS grant services, mark N/A ☐ here and skip to section II.F. Related Party Transactions.**		
50.	Does your organization have written policies and procedures for subawarded or subcontracted DFPS grant services?	☐Yes ☐No

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	*If yes, please submit a copy of your policy for subawarded or subcontracted DFPS grant services as **ATTACHMENT # II-50**.* b. Does your organization assess risk for subawardees or subcontractors of DFPS grant services non-compliance with federal statutes or UGMS, as applicable? *If yes, please provide a description of the process as **ATTACHMENT # II-50b**.*	☐Yes ☐No
51.	Is your organization considered a pass-thru entity for any of the Federal awards, funding, or agreements it has with DFPS? *(Note: See instructions for definition of a pass-thru entity)* If yes, does it make subrecipient/contractor determinations according to §200.330 of the Uniform Grant Guidance (UGG), as applicable? *If yes, please provide a copy of the policy and procedure for making this determination as **ATTACHMENT # II-51**.*	☐Yes ☐No ☐Yes ☐No
52.	Does your organization have a state contract/grant of $100,000 or greater?	☐Yes ☐No
53.	Does your organization conduct criminal background checks on your subawards or subcontractors of DFPS grant services?	☐Yes ☐No

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II. F. RELATED-PARTY TRANSACTIONS

A related party could include a family member or relative, stockholder, or a corporation (individual or group) who is related in some way to the initial party.

54.	If your organization subcontracts with a related party to provide part or all of the program services, including subawarded DFPS grant services please attach a description of your selection process as ***ATTACHMENT # II-54.***	
55.	List name and position of any employee of your corporation who is also a principal stockholder, owning 5% or more stock or who has a controlling interest. _____	☐N/A

The following questions relate to "doing business" with a related party. "Doing business" refers to business activities such as purchasing or leasing (e.g., a building, a computer, a vehicle), and/or providing a service (e.g., legal, accounting, or banking services), even if the purchase/lease/service is provided for free.

56.	List any member of your Board of Directors with whom you are "doing business". a. Board Member: _____ b. Business relationship: _____	☐N/A
57.	List anyone with whom you are "doing business" who is related by blood, adoption or marriage, to a member of your Board of Directors. a. Board Member name/position: _____ b. Name/title of related party: _____ c. Relationship to Board Member: _____ d. Type of business transaction: _____	☐N/A
58.	List anyone with whom you are "doing business" who is a principal stockholder of your organization. a. Principle Stockholder: _____ b. Business relationship: _____	☐N/A
59.	List anyone with whom you are "doing business" who is related by blood, adoption or marriage, to a principal stockholder. a. Stockholder name: _____ b. Name of related party: _____ c. Relationship to Stockholder: _____ d. Business relationship: _____	☐N/A
60.	List any related party (e.g., a member of your Board of Directors, a principal stockholder, or anyone related by blood, adoption or marriage, to a principal	☐N/A

	stockholder or member of the Board of Directors) from whom the organization leases a building or property. a. Board Member/Stockholder name/title: _____ b. Name of related party: : _____ *Please include a copy of the lease for each item as **ATTACHMENT # II-60**.*	
The following questions relate to "conflict of interest." Key employees (e.g., executive director, president, chief executive officer, administrator) exert a degree of control.		
61.	List any key employee with whom your organization is "doing business". a. Employee name/position: _____ b. Business Relationship: _____	☐N/A
62.	List anyone with whom your organization is "doing business" who is related by blood, adoption or marriage, to any key employee. a. Key employee name/position: _____ b. Name of related party: _____ c. Relationship to key employee: _____ d. Please specify business relationship: _____	☐N/A
63.	List any key employee from whom the organization leases a building and/or property. a. Employee name/position: _____ *Please submit a copy of each lease as **ATTACHMENT # II-63**.*	☐N/A
64.	Does your organization maintain an appraisal of market value or market rental rates for each property resulting from a related-party transaction? If no, please explain. _____	☐Yes ☐No ☐N/A
65.	List any key employee related by blood, adoption or marriage, to a member of your Board of Directors. a. Board Member name/position: _____ b. Key Employee name/title of: _____ c. Relationship to Board Member: _____	☐N/A
66	List any key employee related by blood, adoption or marriage, to anyone related, by blood, adoption or marriage, to a member of your Board of Directors. a. Board Member name/position: _____ b. Key Employee name/title of: _____ c. Relationship to Board Member: _____	☐N/A

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67.	List any key employee related by blood, adoption or marriage to a principal stockholder or to anyone related by blood, adoption or marriage to a principal stockholder. a. Stockholder or related party: _____ b. Name/position of Key Employee or related party: _____ c. Relationship to Stockholder: _____	☐N/A
68.	List any employee related by blood, adoption or marriage to a key employee or to anyone related by blood, adoption or marriage to a key employee. a. Key Employee name/title: _____ b. Related Employee name/title: _____ c. Relationship to Key Employee: _____	☐N/A

CERTIFICATION

Signed by an individual with documented authority as designated by the business entity.

I HEREBY CERTIFY, TO THE BEST OF MY KNOWLEDGE, THAT THE INFORMATION REPORTED HEREIN IS TRUE, CORRECT, AND COMPLETE.

_____ _____
Signature Date

_____ _____
Printed/Typed Name Title

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ICSQ Instructions

Every business entity should have internal controls. Internal controls consist of the policies and procedures that a business entity develops and implements to ensure that assets (such as cash and equipment) are safeguarded, that expenditure transactions (such as purchases) are authorized, and that financial data are accurately recorded. Another way of saying this is that a system of internal controls helps to ensure that assets that belong to the business entity are used only for authorized business purposes.

A system of internal controls is not designed primarily to detect errors but rather to reduce the opportunity for errors or dishonesty to occur. In an effective system of internal controls, no one person should carry out all phases of a business transaction from beginning to end. For example, if one person were permitted to order supplies, receive the supplies, write a check to pay for the supplies, and record the transaction in the accounting records, then there would be no protection against either fraud or errors.

A system of internal controls frequently may be improved by physical safeguards (acting as compensatory controls). Computers help to improve the efficiency and accuracy of record keeping functions. Cash registers, safes, and pre-numbered business forms are very helpful in safeguarding cash and establishing responsibility for it. Any system of internal controls must be supervised with care if it is to function effectively.

The Internal Control Structure Questionnaire (ICSQ) consists of a series of questions related to the processes and procedures for handling cash receipts, cash disbursements, physical inventory, file maintenance, etc. Responses to the questions included in the ICSQ allow for an assessment of the effectiveness of the procedures described as compared to best practices and/or specific state and federal guidelines.

Instructions for Submitting the ICSQ

An up-to-date ICSQ is required to be submitted with each new proposal to contract and grant application with the Department of Family and Protective Services (DFPS).

No two-sided copies will be accepted. No pamphlets or books will be accepted (except for required financial reports or audits). Responses must be typed or printed. All attachments must be clearly numbered.

Instructions for Completing the ICSQ

The ICSQ has been divided into several sections, as follows:

SECTION I: FINANCIAL POSITION

This section requests background information about the business entity, including the financial system used to maintain the accounting records; preparation of financial statements; the most recent audit report and management letter; certification of the organization not having any outstanding liabilities, loans or taxes, and the organization's ability to obtain credit when needed. These questions are related to the business entity's likelihood of providing continuous services for the duration of the contract or grant.

Question 4:
A non-Federal entity that expends $ 750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit, conducted for that year in accordance with the provisions of §200.501 of the Uniform Grant Guidance (UGG). The state requires a for profit entity to conduct a specific engagement that mirrors the provisions of the above referenced audits. For more information about this requirement please see the Code of Federal Regulations PART 200--UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS - §200.501 Audit Requirements. You may access this information by clicking this link.

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SECTION II: INTERNAL CONTROLS

This section addresses Internal Controls as described below:

II. A. GENERAL/ACCOUNTING CONTROLS

The general accounting section addresses file maintenance and the contractor's or grantee's responsibility to meet contract terms and state/federal regulations.

Accounting controls assist with the safeguarding of assets (cash and fixed assets) and the reliability of financial records. The objective sought in the control of cash receipts is to ensure that all cash that is receivable by the business entity is collected and recorded without loss. The system of controlling cash payments should be designed to ensure that no unauthorized payments are made. Control is accomplished by division of responsibility to achieve independent verification of transactions without duplication of effort.

Question 1:
Cost allocation ensures that costs are properly allocated to a specific funding source and that all costs are properly identified.

Cost allocation is required when a cost will benefit more than one contract or funding source. If cost allocation is necessary, contractors and grantees must use reasonable methods of allocating costs consistently. Any cost allocation method used should be a reasonable reflection of actual business operations.

Question 3:
Each non-Federal entity receiving Federal award dollars is required to have the financial management systems in operation that are specified in §200.302 of the Uniform Grant Guidance. Click here to review these applicable financial management systems.

Questions 6-7:
It is a good business practice to require authorized individuals to approve purchases or electronic transactions made on behalf of their department. Designating separate individuals to sign checks or authorize payments, approve purchases, prepare payments, reconcile internal accounts to the general ledger, control assets, and receive cash is also a good business practice. For smaller staffs, it may be necessary to identify compensating controls where adequate separation of duties is not possible.

Questions 8-9:
All costs that are reported or billed to a funding source should be reconciled with the general ledger (the book or file that contains all the organization's accounts) as well as bank account transaction records.

Questions 10-16:
If the business entity's accounting system is automated, please complete questions 9 - 15 to provide detail as to who has access to the accounting system and how the system is protected.

Questions 17-26:
These are examples of internal controls that act as safeguards against unauthorized expenditures or check disbursement.

Question 27:
§200.320 of the Uniform Grant Guidance specifies that all non-Federal entities that receive Federal grant dollars must use one of the methods of procurement listed in the UGG. You may click here to review the acceptable procurement methods that are listed.

Questions 28-29:
It is a best practice to maintain supporting documents with each disbursement. Alternatively, supporting documents should be numbered, clearly referenced, and filed for easy retrieval.

Question 30:
If more than one funding source is to be used to reimburse a cost, then it is extremely important that the invoice documents how the cost is to be allocated.

Question 31:
To ensure funds are fully protected, contractors and grantees should understand their coverage limits and confirm that their financial institution is FDIC-insured. The standard insurance amount currently is $250,000 per depositor. The

$250,000 limit is permanent for certain retirement accounts (includes IRAs) and is temporary for all other deposit accounts through December 31, 2013.

Question 32:
Contractors and grantees should reference the applicable Texas Administrative Code (TAC) or the Uniform Grant Guidance (UGG) to identify costs and expenditures that are not allowable.

Question 33:
An element of a good file maintenance process is having a systematic approach to filing the numerous contract documents that flow through a business entity. A systematic filing approach decreases the risk of lost documents and provides a central place for documents that pertain to a specific contract.

Question 34 (a) and (b):
(a) §200.303 of the Uniform Grant Guidance provides a list of certain Internal Control processes that must be in place for all non-Federal entities receiving Federal grant dollars. The list of Internal Control processes may be viewed by clicking this link.

(b) An important protective measure to safeguard sensitive information is controlling physical access to the information or records related to your contracts and grant awards. All contract and grant information must be cared for with the appropriate level of physical and electronic security. Procedural safeguards ensure adequate controls against unauthorized access, fraudulent activity, disclosure, loss or damage, whether accidental or deliberate, as well as to ensure the availability, integrity, authenticity, and confidentiality of information. Procedural safeguards may include adequate separation of duties, limiting physical access (e.g., storing information in a safe or fireproof filing cabinet, locks on doors or filing cabinets, passwords) or computer-related controls dealing with access privilege.

II. B. PERSONNEL

Questions 35-36:
Each business entity should have written personnel policies that are made available to all employees. The policies need to be consistently applied and should include all federally mandated policies related to human resource issues.

Questions 37-41:
The Uniform Grant Guidance addresses when documentation may be necessary to support salaries and wages. The UGG further states that when the allocation of direct service delivery staff salaries between programs and contracts must be documented.

Question 42:
DFPS requires contractor and grantee employees who will have or currently have direct contact with clients or access to client records, prior to such contact or access, to disclose and release, or cause its subawardees or subcontractors of DFPS grant services to disclose and release, any allegation alleging an act of abuse, neglect or exploitation of children, the elderly, or person with disabilities, as well as any criminal history or any current criminal indictment. It is the policy of DFPS to require background checks concerning criminal and DFPS abuse/neglect history on potential contractors and grantees, contractors and grantees, their employees, subawardees or subcontractors of DFPS grant services, and volunteers.

II. C. TRAVEL (Travel Costs Paid with DFPS Funds)

Question 43:
Travel expenses for which reimbursement will be requested from DFPS must conform to the current state travel requirements and rates for lodging, meals, and personal vehicle mileage unless otherwise specified in the grant agreement. Supporting documentation for travel expenses must include receipts for the following expenses: parking fees, hotel lodging, taxis, and airfare. Travel costs may be billed at the current approved General Services Administration (GSA) rate in effect for the service date on the invoice, if allowed in the grant agreement. Rates may be found at: https://www.gsa.gov/travel-resources . Mileage rates may be found at: http://www.gsa.gov/mileage

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II. D. EQUIPMENT

Questions 44-49:
Equipment is defined in 45 Code of Federal Regulations (CFR) Part 74 and the Uniform Grant Guidance (UGG).

It is a federal requirement that a physical inventory be taken at least once every two years for equipment acquired with federal funds.

The disposition of all equipment purchased with federal funds must be made according to appropriate regulations and departmental policies, as per the Uniform Grant Guidance (UGG). Equipment purchased using DFPS contract funds is subject to an equitable claim by the state (DFPS) at contract closure. No disposition should take place without prior notification to DFPS contract management.

II. E. Subawards and subcontracts for DFPS grant services

This section must be completed if DFPS funds are or will be provided to subawardees or subcontractors for DFPS grant services.

Question 50:
The selection procedures for subaward or subcontract for DFPS grant services should reflect a system in which the best entity is fairly and objectively selected. Procedures should clearly identify the method of selection utilized (e.g., competitive selection or bidding, direct grant, request for application).

The selection process should also include established criteria to evaluate potential awards, ranking method, and the consideration of past performance factors.

Monitoring procedures should be sufficient to ensure that subawardees or subcontractors consistently provide quality services by measuring performance against well-documented outcome expectations. The monitoring function should focus on the outcomes of services provided with an appropriate emphasis on subcontractor/subaward monitoring in proportion to the amount/extent of the services provided. Procedures should adequately describe who is responsible for monitoring, how often monitoring occurs, the monitoring process to include follow-up procedures when corrective action is required. It is also a good business practice to include an ongoing system for ensuring that funds are spent appropriately.

Question 51:
Pass-through entity means a non-Federal entity that provides a subaward to a subrecipient to carry out part of a Federal program.

Question-52:
DFPS is committed to encouraging participation and increased opportunities for any minority and women-owned business that is certified as a Historically Underutilized Business (HUB). DFPS encourages contractors and grantees who have contracts of $100,000 or more to do the same and maintain documentation of their process and results.

Question 53:
DFPS requires contractor and grantee employees who will have or currently have direct contact with clients or access to client records, prior to such contact or access, to disclose and release, or cause its subawardees or subcontractors to disclose and release, any allegation alleging an act of abuse, neglect or exploitation of children, the elderly, or person with disabilities, as well as any criminal history or any current criminal indictment. It is the policy of DFPS to require background checks concerning criminal and DFPS abuse/neglect history on potential contractors and grantees, contractors and grantees, their employees, subawardees and subcontractors for DFPS grant services, and volunteers.

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II. F. RELATED-PARTY TRANSACTIONS

Questions 54-68:
This section deals with doing business with related parties. A related party is a person or business entity related to the contractor or grantee entity by blood, marriage, adoption, common ownership, or any association which permits either entity to exert power or influence (control), either directly or indirectly, over the other. Two or more individuals or business entities constitute related parties whenever they are affiliated or associated in a manner that entails some degree of legal control or practical influence of one over the other. This affiliation or association may be based on common ownership, past or present mutual interests in healthcare or other types of enterprises, or family ties. In determining whether a related party relationship exists with the contractor or grantee, the tests of common ownership and control are applied separately. Control exists where an individual or business entity has power, directly or indirectly, significantly to influence or direct the actions or policies of a business entity or institution. If the elements of common ownership or control are not present in both business entities, the entities are deemed not to be related to each other. The existence of an immediate family relationship will create an irrefutable presumption of relatedness through control or attribution of ownership or equity interests where the significance tests are met. The following persons are considered immediate family: (1) husband and wife; (2) natural parent, child and sibling; (3) adopted child and adoptive parent; (4) stepparent, stepchild, stepsister, and stepbrother; (5) father-in-law, mother-in-law, brother-in-law, son-in-law, sister-in-law, and daughter-in-law; (6) grandparent and grandchild; (7) uncles and aunts by blood or marriage; (8) nephew and nieces by blood or marriage; and (9) first cousins. (40 TAC §732.240)

Related party transactions include the purchase/lease of facilities, services, equipment, or supplies from the related party's central office or related business entities. The allowable cost in a related-party transaction will be examined to determine their reasonableness, meaning that such cost must not exceed the price of comparable services, facilities, equipment or supplies if they were to be purchased from a non-related vendor on the open market.

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ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

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9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
APPLICANT ORGANIZATION	DATE SUBMITTED

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

* APPLICANT'S ORGANIZATION
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE Prefix: * First Name: Middle Name: * Last Name: Suffix: * Title:
* SIGNATURE: * DATE:

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FY22 Expenditure Proposal

Grantee:
DFPS PAC # 31000
PEI Program: CYD
Total DFPS Grant Obligation: **$0.00**
Total Match: **$0.00**
Funding Period: 9/01/2021 to 08/31/2022

Agency Account ID: TBD
Budget Preparer:
Certifying Approver:

PERSONNEL - SALARIES	DFPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
1	0		0	
2	0		0	
3	0		0	
4	0		0	
5	0		0	
6	0		0	
7	0		0	
8	0		0	
9	0		0	
10	0		0	
11	0		0	
12	0		0	
13	0		0	
14	0		0	
15	0		0	
16	0		0	
17	0		0	
18	0		0	
19	0		0	
20	0		0	
21	0		0	
22	0		0	
23	0		0	
24	0		0	
25	0		0	
26	0		0	
27	0		0	
28	0		0	
29	0		0	
30	0		0	
31	0		0	
32	0		0	
33	0		0	
34	0		0	
35	0		0	
36	0		0	
37	0		0	
38	0		0	
39	0		0	
40	0		0	
41	0		0	
42	0		0	
43	0		0	
44	0		0	
45	0		0	
46	0		0	
47	0		0	
48	0		0	
49	0		0	
50	0		0	
PERSONNEL - SALARIES Total	$ -		$ -	

FRINGE by EMPLOYEE	DFPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
1	0		0	
2	0		0	
3	0		0	
4	0		0	
5	0		0	
6	0		0	
7	0		0	
8	0		0	
9	0		0	
10	0		0	
11	0		0	
12	0		0	
13	0		0	
14	0		0	
15	0		0	
16	0		0	
17	0		0	
18	0		0	
19	0		0	
20	0		0	
21	0		0	
22	0		0	
23	0		0	
24	0		0	
25	0		0	

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26	0		0	
27	0		0	
28	0		0	
29	0		0	
30	0		0	
31	0		0	
32	0		0	
33	0		0	
34	0		0	
35	0		0	
36	0		0	
37	0		0	
38	0		0	
39	0		0	
40	0		0	
41	0		0	
42	0		0	
43	0		0	
44	0		0	
45	0		0	
46	0		0	
47	0		0	
48	0		0	
49	0		0	
50	0		0	
FRINGE by EMPLOYEE Total	**$** -		**$** -	

FRINGE by TYPE of BENEFIT	DFPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
Social Security (FICA)	-		-	
State Unemployment Tax Act (SUTA)	-		-	
Retirement	-		-	
Insurance- Medical	-		-	
Insurance- Dental	-		-	
Insurance- Vision	-		-	
Insurance- Worker's Compensation	-		-	
Insurance- Unemployment	-		-	
Short-Term Disability	-		-	
Long-Term Disability	-		-	
Life Insurance	-		-	
Other Fringe	-		-	
FRINGE by TYPE of BENEFIT Total	**$** -		**$** -	

TRAVEL	DFPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
Mileage	-		-	
Airfare	-		-	
Meals	-		-	
Lodging	-		-	
Miscellaneous Transportation	-		-	
TRAVEL Total	**$** -		**$** -	

SUPPLIES and CONTROLLED ASSETS	DFPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
Office Supplies	-		-	
Program Curriculum	-		-	
Outreach Materials/Program Literature	-		-	
Technology (controlled assets)	-		-	
other supplies and controlled assets	-		-	
other supplies and controlled assets	-		-	
other supplies and controlled assets	-		-	
other supplies and controlled assets	-		-	
other supplies and controlled assets	-		-	
other supplies and controlled assets	-		-	
SUPPLIES and CONTROLLED ASSETS Total	**$** -		**$** -	

CAPITAL EQUIPMENT (greater than $5K)	DFPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
	-		-	
	-		-	
	-		-	
CAPITAL EQUIPMENT Total	**$** -		**$** -	

OTHER	DFPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
Other			-	
Other			-	
Other				
Other				
Other			-	
Other			-	
Other			-	
Other			-	
Other			-	

Other			-	
Other			-	
Other			-	
Other			-	
Other			-	
Other			-	
Other			-	
Other				
Other				
Other		

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EXHIBIT V- CYD Guidelines for Allowable Food Costs

I. Basic Guidelines found in CFR 200.438 Entertainment cost:

Costs of entertainment, including amusement, diversion, and social activities and any associated costs are unallowable, except where specific costs that might otherwise be considered entertainment have a programmatic purpose and are authorized either in the approved budget for the Federal award or with prior written approval of the Federal awarding agency.

II. Food Costs for CYD Participants

PEI allows the costs of snacks and meals only when they are necessary and part of the delivery of Prevention and Early Intervention programming. Food costs must be shown as necessary to carrying out the purpose of the award. Out- of-School Time programs are the most common example of a CYD opportunity during which food for Participants, such as a snack, may be a reasonable cost. Recognition ceremonies celebrating the successes of Participants may also incur reasonable food costs. Food and meal costs for Participants are unallowable when they become the central activity.

Generally, food itself should not be used as a reward or incentive however an event such as a Youth picnic with food for program cycle completion could be allowable. Similarly a drawing for a small restaurant gift card that has nutritious menus options for Youth completing a CYD survey or returning Data Authorization forms by a due date could be allowable.

PEI recognizes that program staff working with CYD Participants may become aware of Index Youth who need meals and encourages connections to community partners or leveraging other funding streams and programs that can provide food and provide additional support to the family. Basic needs support is not an intended use of CYD funds.

PEI also wants to distinguish community events from CYD programming with Index Youth. Many CYD programs hold community meetings and events to promote CYD, recruit Participants and seek community input in conducting the Community Strengths and Needs Assessment. Essential costs associated with coordinating these events, such as staff time, copying and mailing of flyers, and supplies may be allowable contract costs when the purpose of the event is to further the goals of CYD. Reasonable food costs may be considered for community events that provide outreach to potential CYD Participants.

III. Food Costs for CYD Staff

Meal costs for CYD staff can be reimbursed only if eating with CYD Participants is a condition of employment or incurred during approved travel while performing activities under the Grant. CYD staff meal costs during approved travel are allowable only in

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conjunction with overnight travel of more than 50 miles from their office or residence. Examples of approved staff food expenses:

1. Meals of a Youth Summit chaperone may be reimbursed since the chaperone is traveling for the purposes of CYD.
2. Summer camp staff meal costs may be reimbursed if the staff cannot leave the premises.

IV. Budgeting and Documentation for CYD Food Costs

CYD Grantees should consider the following when budgeting, approving Sub awardee budgets, and reimbursing Subawardees for food costs for Participants:

1. Are the food costs an essential cost of providing CYD?

2. Would a snack or meal normally be served during the hours the program plans to provide the snack or meal?

3. Have nutritious food options been considered in the planning?

4. Is the cost of the food a prudent use of CYD money? Would a reasonable person recognize those making cost decisions as good stewards of public monies?

5. Could food costs be donated to support the maximization of CYD funds for direct programming to youth?

All food costs must be described in the Project Work Plan and the costs must be clearly outlined in the budget and budget narrative. No food costs will be allowed unless specifically approved by DFPS in the budget.

Grantees must keep and be able to provide documentation of all costs especially those related to food if requested at any time by PEI.

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Form **PCS 121**

TEXAS Health and Human Services

SOLICITATION ADDENDUM ACKNOWLEDGEMENT FORM

Solicitation Name/Title:	Community Youth Development (CYD)						
Solicitation No:	HHS0008417	**Solicitation Due Date:**	12/14/2020	**Solicitation Due Time:**	02	00	p.m.
Addendum Date:	10/05/2020	**Addendum No.**	1				

PCS Contact Information

Purchasing Contact Phone:	Teleworking	**Purchasing Contact Name:**	Jennifer Kim
Purchasing Contact Email:	jennifer.kim@hhs.texas.gov		

Description of Addendum

BE ADVISED THAT THE FOLLOWING CHANGES ARE APPLICABLE TO THE ABOVE REFERENCED SOLICITATION:

Addendum #1

1.) An additional Pre-Applicant Webinar has been scheduled for Friday October 9, 2020 at 11:30am Central Time. This webinar is for those who have not already attended. No information has changed from the webinar held on October 5, 2020.

The registration link is https://attendee.gotowebinar.com/register/5537578573199629067

2.) No other changes will be made as the result of this Addendum #1.

THIS ADDENDUM NOW BECOMES A PART OF THE ORIGINAL SOLICITATION

RETURN ADDENDUM ACKNOWLEDGMENT FORM AS INSTRUCTED, FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF RESPONSE.

1. If respondent has submitted response prior to addendum, respondent may email the signed addendum to pcsbids@hhsc.state.tx.us prior to the solicitation due date and time.
2. Acknowledge receipt of this addendum on the face of your response, or
3. Sign and return this addendum to HHSC-PCS with the solicitation response to Procurement and Contracting Services, 1100 W. 49th Street, Austin, TX 78756; or

Authorized Signature		**Respondent Name**
Date (MM/DD/YYYY)	**Phone**	**Email**

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

Form **PCS 121**

TEXAS Health and Human Services

SOLICITATION ADDENDUM ACKNOWLEDGEMENT FORM

Solicitation Name/Title:	Community Youth Development (CYD)						
Solicitation No:	HHS0008417	**Solicitation Due Date:**	12/14/2020	**Solicitation Due Time:**	02	00	p.m.
Addendum Date:	10/09/2020	**Addendum No.**	2				

PCS Contact Information

Purchasing Contact Phone:	Teleworking	**Purchasing Contact Name:**	Jennifer Kim
Purchasing Contact Email:	jennifer.kim@hhs.texas.gov		

Description of Addendum

BE ADVISED THAT THE FOLLOWING CHANGES ARE APPLICABLE TO THE ABOVE REFERENCED SOLICITATION:

Addendum #2

1.) Due to a technical issue the CYD Pre-Applicant Webinar scheduled for Friday 10/9/20 at 11:30am Central Time is canceled.

2.) The CYD Pre-Applicant Webinar will be held on October 14, 2020 at 12:00pm -1:00pm Central Time.
*Please register for the new date and time at https://attendee.gotowebinar.com/register/6126400035289990928

3.) Article II, Scope of Grant Award, Section 2.1 Program Background, Page 14, Correcting the ZIP Code for Travis County, the correct ZIP code is 78744.

4.) Article III, Administrative Information, 3.1 Schedule of Events, Page 49;
a.) Anticipated Notice of Award date is changed to June 24, 2021.
b.) Anticipated Grant Agreement Start Date is changed to September 1, 2021.

4.) No other information in RFA No. HHS0008417 is changed by this Addendum 2.

THIS ADDENDUM NOW BECOMES A PART OF THE ORIGINAL SOLICITATION

RETURN ADDENDUM ACKNOWLEDGMENT FORM AS INSTRUCTED, FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF RESPONSE.

1. If respondent has submitted response prior to addendum, respondent may email the signed addendum to pcsbids@hhsc.state.tx.us prior to the solicitation due date and time.
2. Acknowledge receipt of this addendum on the face of your response, or
3. Sign and return this addendum to HHSC-PCS with the solicitation response to Procurement and Contracting Services, 1100 W. 49th Street, Austin, TX 78756; or

Authorized Signature		**Respondent Name**
Date (MM/DD/YYYY)	**Phone**	**Email**

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Form **PCS 121**

TEXAS Health and Human Services

SOLICITATION ADDENDUM ACKNOWLEDGEMENT FORM

Solicitation Name/Title:	Community Youth Development (CYD)						
Solicitation No:	HHS0008417	**Solicitation Due Date:**	12/14/2020	**Solicitation Due Time:**	02	00	p.m.
Addendum Date:	10/28/2020	**Addendum No.**	3				

PCS Contact Information

Purchasing Contact Phone:	Teleworking	**Purchasing Contact Name:**	Jennifer Kim
Purchasing Contact Email:	jennifer.kim@hhs.texas.gov		

Description of Addendum

BE ADVISED THAT THE FOLLOWING CHANGES ARE APPLICABLE TO THE ABOVE REFERENCED SOLICITATION:

Addendum #3

1.) Replace Exhibit D - Project Work Plan. New document is unchanged other than removal of comments.

2.) Replace Exhibit U - Expenditure Proposal. Previously posted version had incorrect dates in the document. New document is unchanged other than correction of fiscal year dates to FY 21.

3.) Posting the Pre-Applicant Webinar Slides and Attendees Roster. Labeled HHS008417 CYD Pre-Submittal Webinar Slides & Attendees-Attachment A.

4.) Posting PCS134 - Vendor Questions and Answers Form.

5.) No other information in RFA No. HHS0008417 is changed by this Addendum #3.

THIS ADDENDUM NOW BECOMES A PART OF THE ORIGINAL SOLICITATION

RETURN ADDENDUM ACKNOWLEDGMENT FORM AS INSTRUCTED, FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF RESPONSE.

1. If respondent has submitted response prior to addendum, respondent may email the signed addendum to pcsbids@hhsc.state.tx.us prior to the solicitation due date and time.
2. Acknowledge receipt of this addendum on the face of your response, or
3. Sign and return this addendum to HHSC-PCS with the solicitation response to Procurement and Contracting Services, 1100 W. 49th Street, Austin, TX 78756; or

Authorized Signature		**Respondent Name**
Date (MM/DD/YYYY)	**Phone**	**Email**

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TEXAS
Health and Human Services

Pre-Submittal Applicant Webinar

DFPS Community Youth Development

RFA No. HHS0008417

October 05, 2020

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

Pre-Submittal Applicant Webinar Agenda

TEXAS Health and Human Services

- Grant Opportunity Overview
- Programmatic Overview
- Questions and Answers
- Closing Commentary

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Introductions

Speakers

- **Jennifer Kim**, Procurement Contact, HHSC Procurement and Contracting Services (PCS)
- **Felicia Hays, Solicitation and Policy Lead**, DFPS Prevention and Early Intervention Division (PEI)
- **Anjulie Chaubal, Division Administrator for Youth and Family Programs,** DFPS Prevention and Early Intervention Division (PEI)
- **Abby Bettini, Program Lead for Youth and Family Programs**, DFPS Prevention and Early Intervention Division (PEI)

TEXAS
Health and Human Services

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Grant Opportunity Roles

HHSC Grant Opportunity Team

- **PCS** - Responsible for Grant Opportunity activity.
- **PEI** - Responsible for project scope, requirements, performance, results, contract management, and monitoring.

TEXAS
Health and Human Services

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TEXAS
Health and Human Services

Schedule of Events

Upcoming Events

Deadline for Submitting Questions	
October 19, 2020 by 2:00 p.m. CST	Any questions arising from today's webinar or any time prior to the questions deadline, must be submitted in writing to Jennifer.kim@hhs.texas.gov .

HHSC Posts Responses to Grantee Questions
Estimated Posting Deadline by October 28, 2020

Deadline for submission of Grant Applications
December 14, 2020 at 2:00 p.m. CST

Anticipated Grant Start Date
September 1, 2021

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Grant Opportunity Access

HHSC will post all official communication regarding this RFA including the Notice of Award on the following website:

- The HHSC website located at https://apps.hhs.texas.gov/PCS/HHS0008417/
- HHSC reserves the right to cancel this RFA, or to make no award if it determines such action is in the best interest of the State.
- HHSC may, in its discretion, reject any and all Applications or portions thereof.

TEXAS
Health and Human Services

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HHSC Sole Point of Contact

- ***All*** communications relating to this RFA ***must*** be directed to the HHSC Sole Point of Contact.
- ***All*** communications between Applicants and other HHSC or DFPS staff members concerning this RFA are ***strictly prohibited.***
- Failure to comply with these requirements may result in Application disqualification.

TEXAS
Health and Human Services

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Sole Point of Contact

Contact Information

HHSC Procurement Contact

Jennifer Kim

Jennifer.kim@hhs.texas.gov

TEXAS
Health and Human Services

DFPS Community Youth Development (CYD)
Pre-Submittal Applicant Webinar
RFA HHS0008417

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Grant Overview

TEXAS Health and Human Services

- The Period of Performance for this Grant is five years and is expected to begin September 1, 2021 and be effective through August 31, 2026.
- The total amount of funding anticipated annually for the CYD Grant is $8,400,000. DFPS anticipates making twelve (12) to twenty (20) awards. Annual awards per individual Grant may range between $300,000 and $600,000. The estimated minimum award for the five-year Period of Performance is $1,500,000 and the estimated maximum award is $3,000,000.
- Grants awarded from this RFA are on a cost-reimbursement basis.
- Applicant must be a nonprofit organization as defined by the Texas Business Organization Code, Chapter 22, or a governmental entity.

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CYD Overview

TEXAS Health and Human Services

Table 1	Current Services			
County	CYD Service Area - ZIP Codes			
Bexar	78207			
Cameron	78520			
Dallas	75210	75215	75216	75241
El Paso	79924			
Galveston	77550			
Harris	77081	77506		
Hidalgo	78501	78577		
Lubbock	79403	79404	79415	
McLennan	76705	76707		
Nueces	78415			
Potter	79107			
Tarrant	76106	76164		
Travis	78744			
Webb	78046			
Willacy	78569	78580		

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Program Objectives

TEXAS Health and Human Services

- CYD provides an array of Positive Youth Development program opportunities such as Mentoring, Youth Leadership Development, and Post-High School Readiness in select ZIP Codes.

- Supports offered under CYD should meet the DFPS goal to increase Protective Factors and Developmental Assets, thus increasing the likelihood of positive outcomes for Youth.

- Programs under this RFA must be intentionally designed and built to promote the growth of these 40 Developmental Assets in Youth.

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Community Strengths and Needs Assessment

TEXAS Health and Human Services

Community Strengths and Needs Assessment (CSNA) is an evaluation developed and utilized by the Applicant to identify community strengths, needs, assets, and gaps in available Youth programming to determine the most appropriate priorities and program array for the local CYD program.

- Applicant must complete and submit a CSNA to identify local community needs for strengthening Positive Youth Development.
- Applicant should develop a prioritized list of recommended programming based on the needs and gaps identified by the community through the CSNA.
- Applicant should use the list of recommendations provided below to design the CSNA and inform the overall CYD offerings.
- The CSNA must be updated and submitted every two years.

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Logic Model

TEXAS Health and Human Services

A Logic Model is a program map. It is a simple, logical illustration of what the program does, why, and how the Applicant will know if the program is successful. There are a wide variety of Logic Model formats, but most have the same key components including: resources or inputs, activities, Outputs, Outcomes, and impact.

- Each Applicant should submit a Logic Model for CYD with the Application as a part of their Project Work Plan.

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Eligible Population

TEXAS Health and Human Services

- Grantee will serve Youth ages 6-17 and their Families who live in or attend public school in the proposed ZIP Code(s) or attend school at a public middle or high school located outside of the proposed ZIP Code(s) that has at least 30% enrollment from the ZIP Code(s.)

- The target age range for Youth served is 10 - 17 years. Youth under age 6 are not eligible for CYD. Youth served from ages 6-9 cannot exceed 30% of the Performance Measure for annual unduplicated Index Youth served.

- Youth who are currently on probation are not eligible for the CYD program. A Youth is eligible 12 months post probation. Youth whose cases are pre-adjudicated, informally adjudicated, or whose adjudication has been deferred are eligible to participate in CYD.

- To be eligible to participate in Grantee's CYD program, Youth must exhibit at least two of the priority characteristics on pgs. 21-22 of the RFA

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CYD Participant Requirements

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- All Participants must enter the program voluntarily.
- Grantee cannot charge Participants a fee for participating in a program or for any program participation-related costs.
- Grantee must provide programming to Families without regard to their economic status.
- The average number of unduplicated Youth served monthly must meet the minimum established in the Grant Agreement. An unduplicated Youth is an Index Youth with a unique enrollment ID number who receives at least one service and is only counted one time during the Period of Performance, once per month for monthly output.
- Grantee can serve Youth regardless of involvement with CPS.

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Organizational Qualifications & Requirements

TEXAS Health and Human Services

- Applicant should have at least five (5) years' experience providing programs to Youth and families;
- Applicant should have at least five (5) years' experience managing budgets and grants or contracts for social services;
- Applicant that has monitoring reports from any Texas State Agency, or federal funding entity, or audits performed on Applicant's organization in the past three years should be able to demonstrate the organization is competent in managing and budgeting its programs and operations; and
- Subawardees must have at least two (2) years' experience providing programs to Youth and families.

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Organizational Competence & Youth Program Quality Assessment

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- Grantees are required to utilize the Youth Program Quality Assessment (YPQA) to assess the Grantee's activities and program offerings for responsiveness to the needs of CYD Youth and enhance their approach across the lifespan of the Grant. At a minimum, Grantees must complete the YPQA Basics Training within year one of the Grant.
- The Applicant will develop and provide a staffing plan that includes, at least, minimum educational or experience requirements for direct service workers, administrative staff, Subaward staff, and volunteers.
- If the Grantee elects to Subaward any programming, the same minimum staffing qualifications would apply to Subawardee staff.
- The Applicant should develop, provide, and manage a staffing plan to ensure delivery of competent and robust programming and continuity of programs in the event of a vacancy.

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Roles and Training

TEXAS Health and Human Services

Staff Roles

- Program Director
- Financial Manager (if applicable)
- Program Coordinator (if applicable)
- YAC Coordinator
- Data Support
- YPQA Coordinator

Organizational Training

- New employee orientation
- Cultural Humility (required annually;)
- Youth development (required annually;)
- Evidence-Based or Promising Practice Program training (when appropriate)
- 40 Developmental Assets Training
- Youth Program Quality Assessment Training.

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CYD Programming

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Required Programming:

- Mentoring
- Youth Advisory Committee (YAC)
- Youth Leadership Development (YLD)
  - Leadership Knowledge
  - Leadership Skill Building
  - Leadership in Action
- Post-High School Readiness (PHSR)

Ancillary CYD Program Components:

- Youth-based curriculum class
- Family-Based Curriculum Class
- Family focused activity
- Sports and Movement
- Arts and Cultural Enrichment
- Academic Support
- Service Planning and Coordination

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YLD Scope and Sequence

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- Youth Leadership Development (YLD)
  - Leadership Knowledge
  - Leadership Skill Building
  - Leadership in Action

- YLD programs should be created with a Scope and Sequence that provide opportunities for Youth to engage in all three of the above elements over the course of the program cycle,

- Applicant should include YLD Scope and Sequence in **Exhibit D, Project Work Plan**.

- Please refer to **Exhibit G, YLD Scope and Sequence** for a template and example Scope and Sequence of a multi-week YLD program incorporating all three YLD elements.

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Family and Caregiver Engagement Requirements

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- Applicant must demonstrate a commitment to the meaningful involvement of Families and Primary Caregivers in CYD.
- Applicants must outline a plan for Family and Caregiver engagement in Exhibit D, Project Work Plan.
- At a minimum, one Family or Primary Caregiver event should be held each month of the fiscal year.
- Activities or workshops serving only the Primary Caregiver such as parenting training or parenting skills classes, counseling, or stand-alone Parent Cafés will not fulfill the Family and Primary Caregiver engagement requirement of this RFA.

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Additional Program Requirements

TEXAS Health and Human Services

- Most of the programming during the school year should be offered during Out-of-School Time hours. This includes before school, afterschool, evenings and weekends.
- Each CYD program should provide opportunities for Youth to increase developmental assets through participation.
- Grantee must ensure that Youth are not denied or delayed services due to a wait list.
- Applicant should offer programming that reflect a mix of intensive activities that serve a limited number of Youth (e.g. one on one Mentoring) with lower intensity activities that serve a higher number of Youth (e.g. group recreation).
- Grantee must provide programming or activities each month of the fiscal year, including during the summer months.
- Youth may not participate solely in one-time activities.
- Applicant must submit documentation of evidence-base, research or information on each proposed program with a curriculum.
- Grantee must ensure services are easily accessible to Youth.
- Grantee must outline educational benefits of any planned field trips and how the field trips align with the goals of CYD in their Project Work Plan.
- Services are intended to be face-to-face in person.

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Additional Program Requirements

TEXAS Health and Human Services

- Recruitment and Outreach
- Service Authorization and Enrollment
- Annual Data Authorization
- Close of Program Participation
- Required Record Keeping
- Surveys

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Community and Systems Support Requirements

TEXAS Health and Human Services

- Local Coalition Overview
  - Grantee must create or participate in an existing community-based collaborative, coalition, committee or group.
  - Youth must be actively involved in collaborative leadership and decision-making.

- Collaborating with PEI Grantees within Service Delivery Area (SDA)
  - Applicant must work with PEI Grantees within the SDA in addition to PEI Grantees in the region and develop a plan for partnerships within 60 calendar days of the Grant Agreement execution.
  - CYD Grantee must partner and collaborate with their local Family and Youth Success program (FAYS).

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Table 5 Grantee Target Outputs and Outcomes	
Outputs/Outcomes Defined	**Target Output/Outcome (or %)**
Output 1: Expected average number of Index Youth served annually.	Applicant will propose the number of Index Youth served annually. *
Output 2: Expected number of Index Youth served during the school year (September – May).	Applicant will propose the number of Index Youth served during the school year (September – May). *
Output 3: Expected number of Index Youth served during the summer (June-August)	Applicant will propose the number of Index Youth served during the summer (June-August) *
Output 4: Index Youth will complete the PEI Program Experience Survey at Discharge	50%
Output 5: Index Youth will complete a matching pre-service and post-service survey as designated by PEI	60%
Outcome 1: 10-17-year-old Index Youth will not engage in delinquent behavior.	100%
Outcome 2: Index Youth report positive outcomes in at least one domain of the Program Experience Survey at discharge	80%
Outcome 3: Index Youth improve in at least one domain or area of the survey chosen by PEI between pre- and post-service	75%

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PEIRS Database

TEXAS Health and Human Services

- Grantees must enter all service data for Participants served through CYD into the PEIRS database.
- Grantees must ensure accurate data entry into the PEIRS database and must enter all data for a specific month into the system no later than thirty (30) calendar days following the close of the month in which an enrollment occurred, services were provided, or a Family was discharged.
- For any person to be approved for database access, prior DFPS and criminal background check clearance must be obtained and completed every two years.
- DFPS requires annual cybersecurity training for all CYD staff who access the PEIRS database. For more information on annual cybersecurity training see page 45 of the RFA.

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Reports

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- Grantee is required to submit PEI quarterly reports to provide ongoing information regarding implementation efforts, achievements, and challenges. Quarterly reports are due as follows:
  - Quarter 1 (September, October, November), Due January 15th
  - Quarter 2 (December, January, February), Due April 15th
  - Quarter 3 (March, April, May), Due July 15th
  - Quarter 4 (June, July, August and Annual), Due October 15th

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Background Checks and Required Personnel Records

TEXAS Health and Human Services

Background Checks

- Grantee will comply with the Background History Checks and Right of Removal found in Exhibit B, DFPS Grant Uniform Terms and Conditions, Section VII. C

- Before the employee, Subgrantee or volunteer can provide direct services, have direct contact with a Participant or access Participant records, the Grantee must receive notice from DFPS that the background check has been approved.

Required Personnel Records

- Evidence of the Grantee's minimum requirements for employees, Subawardees, and volunteers with regards to qualifications, individual files for each employee, Subawardee and volunteer must include, at a minimum:
  - Documentation clearly establishing that the Applicant's Program Staff meet the minimum qualifications as required;
  - Background checks requirements;
  - Business files to support compliance with insurance requirements; and
  - Completed training.

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Billing and Finance

TEXAS Health and Human Services

Billing Requirements

- PEI will pay Grantee on a monthly cost-reimbursement basis in response to an Invoice and purchase voucher.
- Grantee will submit an Invoice and purchase voucher in the PEIRS database monthly, no later than the last day of the month following that in which the expenditure occurred.
- Grantee shall submit a final close-out Invoice in the PEIRS database no later than forty-five (45) calendar days following the end of the term of the Grant Agreement.
- PEI will pay Grantee from available funds for services rendered in accordance with the terms of the Grant Agreement upon receipt of a proper and verified Invoice and after deduction of any known previous overpayment made by DFPS.

Financial Requirements

- Grantee must create and maintain reliable and accurate records to support all actions related to invoicing, payments and adjustments for services provided to CYD Participants. Records must include at a minimum, but are not limited to the following:
  - Copy of all Invoices submitted by the Applicant;
  - Signed Form 4116, State of Texas Purchase Voucher;
  - Documentation to include: Form 2030, Monthly mileage log, monthly Participant activity log, incentives log; and
  - Any other documentation to support an expense billed to the Grant.

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Subawards

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Use of Subawards

- Grantee may provide or Subaward for the provision of direct services as described within the RFA. Subawardees providing services under this RFA shall meet the same requirements and level of experience as required of the Applicant.

- No Subaward under the RFA shall relieve the Grantee of the responsibility for ensuring the requested services are provided according to required standards.

- Application will include work to be performed by Subawardees and will include proposed Subawardee budget or budgets. Grantee will award Subawards based on its own internal policies and processes. Grantee will notify DFPS in writing if the Subawardee changes.

- Any changes in Subaward Service Delivery Area (SDA) must be negotiated between the Grantee and their Subawardee and reported to DFPS. Any changes to the type of services provided, or requiring a new Subaward, must be approved in advance by DFPS.

- If any Subaward is terminated, and the Grantee has not fully expended the funds obligated to the Subaward during the grant year, the Grantee has a maximum of 60 days to find a replacement Subawardee and obligate those funds in a manner consistent with the purposes of CYD.

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Proposal Exhibits

TEXAS Health and Human Services

- Please note there are a number of exhibits that must be submitted with each proposal.
- Please see Article IX and Article X of the RFA for the full list of exhibits and required submissions.

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TEXAS
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Questions

Jennifer Kim, PCS
Jennifer.kim@hhs.texas.gov

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Questions and Answers

All questions must be submitted in writing to the Procurement contact at: Jennifer.kim@hhs.texas.gov

Answers will be posted per the RFA.

Do not submit in PDF.

Do not password protect.

Reminder: All additional questions, requests for clarification, etc., are due in writing **no later than October 19, 2020 at 2:00 p.m. CST.**

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Sole Point of Contact

Contact Information

HHSC Procurement Contact

Jennifer Kim

Jennifer.kim@hhs.texas.gov

TEXAS
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DFPS Community Youth Development (CYD)
Pre-Submittal Applicant Webinar
RFA HHS0008417

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Closing Remarks

HHSC

RFA No. HHS0008417

DFPS Community Youth Development (CYD)
Pre-Submittal Applicant Webinar
RFA HHS0008417

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Form **PCS 134**

TEXAS Health and Human Services

Vendor Questions and Answers

Solicitation Name	Solicitation Type	Procurement #	Agency #
Community Youth Development (CYD)	RFA	HHS0008417	530 - DFPS

Purchaser Name	Purchaser Email	Purchaser Phone
Jennifer Kim	jennifer.kim@hhs.texas.gov	Teleworking

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	1.	None	We are currently recipients of CYD funding in XXXX, TEX. I am wondering if XXX would be eligible to apply for this funding in other areas of (city)? There has been lots of interest to provide services in other areas of (City). Question: Can we apply for other areas in Texas?	Yes. Grantee should propose ZIP Code(s) identified as benefiting from CYD based on data from the Community Maltreatment Risk Maps, as well as the Applicant's Community Strengths and Needs Assessment.
+ -	2.	None	I will appreciate more information on the activities/ focus of this program, the modalities of providers involvement, and level of partnership with the State. Thank you for your response.	All information regarding this Grant opportunity is available at the following link. https://apps.hhs.texas.gov/PCS/HHS0008417/
+ -	3.	None	I run a nonprofit 501(c)(3) focused on supporting children's social and emotional development and supporting prosocial behavior in adults and young children. Question: We were wondering if the RFA for the Community Youth Development program accepts proposals for supporting infants, toddlers and preschoolers or if it is just for elementary age children. Thank you for the clarification.	The Grantee will serve Youth ages 6-17. The target age range for Youth served is 10-17 years. Youth under age 6 are not eligible for CYD. Please refer to Section 2.5.3. Eligible Population in the RFA for additional requirements.
+ -	4.	None	My name is XXXXXXX and I am the Program Director for the XXXXX XXXX. We are interested in possibly applying for the Community Youth Development Program grant, RFA No. HHS0008417. I would like to attend the webinar concerning this RFA that is scheduled for October 5th, 2020 but could not find the information on how to register or attend. Question: Could you please let me know what the process is to get this taken care of?	The information presented in the webinar can be found at the following link. https://apps.hhs.texas.gov/PCS/HHS0008417/

Form **PCS 134**

TEXAS Health and Human Services

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	5.	None	Question: As current grantees for CYD funding, is this RFA one we need to apply for to continue our current grant?	Yes, the Period of Performance for the current CYD grant expires August 31, 2021.
+ -	6.	CSNA	Question: Do we use the CSNA from FY19 as guidance in the RFA portion referring to CSNA since we were told not to do a CSNA for FY20?	This RFA requires a new CSNA. See Section 2.5.1 Community Strengths and Needs Assessment (CSNA) in the RFA for detailed instructions.
+ -	7.	None	Question: Do we need to submit an intent to bid before we submit our RFP? Would this be Exhibit A and if so what would be the deadline to submit this form?	This opportunity is a Request for Application (RFA), not a Request for Proposals (RFP). There is not a requirement to submit an "intent to bid". Exhibit A should be submitted with the rest of the Application on or before the posted deadline, December 14, 2020 by 2:00 PM Central Time.
+ -	8.	Section 2.5.17	Question: States that we would join another community coalition to satisfy the requirements, but if we have a CCC do we still need to join a community group or does this CCC meet the requirement?	A Community Collaborative Committee (CCC) could satisfy this requirement depending on the members of the CCC. Section 2.5.17 Community and Systems Support Requirements in the RFA states that the Grantee must create or participate in an existing community-based collaborative, coalition, committee or group.
+ -	9.	None	Question: I the pre-bid conference yesterday, it was stated that we would create a partnership with FAYS, but I believe it also stated we would create a partnership with another CYD program in our area. Could you verify is it just FAYS or FAYS and CYD?	Applicant should review Section 2.5.18 Collaborating with PEI Grantees within Service Delivery Area in the RFA for the required partnerships.
+ -	10.	None	Question: I got this email and I register for the webinar my question is is this for daycare also?	All information regarding the RFA can be found at the following link. Webinar registration information is listed in the RFA document. Refer to Section 2.5.10 of the posted RFA for program activity eligibility. https://apps.hhs.texas.gov/PCS/HHS0008417/
+ -	11.	None	Question: Will the grant fund backbone organizations that primarily provide resources and professional development to direct service providers?	An Applicant must propose to meet all the requirements in the RFA to be eligible to receive a grant. The Applicant may propose subgrantees to fulfill some of the requirements.

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TEXAS Health and Human Services

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	12.	None	My organization, XXXXX, partners with afterschool and summer programs to help them provide the highest quality programming for students (we are essentially a quality consulting firm). Question: Would it be possible to apply ourselves and then list some specific afterschool programs as subgrantees?	An Applicant must propose to meet all the requirements in the RFA to be eligible to receive a grant. The Applicant may propose subgrantees to fulfill some of the requirements.
+ -	13.	None	The webinar said the programs must be free of charge for families. Question: Is it okay if the afterschool programs charge a small fee for attendance but then provide the services listed in the RFA at no cost? Or does the whole afterschool program have to be no cost?	No you cannot charge a fee for attendance. Section 2.5.4 CYD Participant Requirements in the RFA states that Grantee cannot charge Participants a fee for participating in a program or for any program participation-related costs.
+ -	14.	None	The webinar mentioned that applicants must have 5 years' experience providing services to youth and families. Question: Does regular afterschool programming fit this requirement, or do we need to have experience providing specific programming to parents/ caregivers?	Yes, regular afterschool programming does fit this requirement.
+ -	15.	None	Question: Is it a requirement that we must complete our procurement/bidding process for the sub-contractors at this time before submitting our proposal for FY2022? Or should we be planning the services to be provided as per the needs assessment in our area and actually do the competitive bidding closer to the actual start of the FY?	No it is not a requirement to complete the procurement process for subawards before submitting the Application. The Applicant should plan the services to be provided per the needs the assessment in their area. Applicant should provide their plan for subawards in Exhibit D Project Work Plan in the RFA. Applicant may release a grant opportunity or solicitation to subaward CYD services based on its own internal policies and processes. See Section 2.5.28 Use of Subawards in the the RFA for additional information.

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TEXAS Health and Human Services

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	16.	None	Question: Is the applicant required to have licensed childcare centers to provide out-of-school/summer program services?	Please refer to Exhibit B DFPS Grant Uniform Terms and Conditions, Section VII(L) Permit and License in the RFA. Applicant should have all applicable required licenses to provide out-of-school and summer programming. Applicant should work with Child Care Licensing to determine if a license is required for the scope of services offered.
+ -	17.	Section 2.2.2 Paragraph A Page 15	Annual awards per individual Grant may range between $300,000 and $600,000. Question: If one grantee submits two separate proposals for two separate and distinct service delivery areas within one county, can one grantee receive $600,000 X 2 = $1,200,000?	Please refer to Section 2.2.2 Available Funding in the RFA, which provides an estimate of the funding available. These are estimates only. Submitting an Application for two counties or separate Applications for each county will not be the sole determinate of the amount of funding awarded.
+ -	18.	Section 2.5.3 Paragraph A.5 Page 21	Youth who spend a significant amount of time in an SDA but do not meet the above eligibility criteria. For example, a Youth who spends regular time at a recreation center of with a relative in the Grantee's SDA. Question: If XXXXXXX is one of our CYD subgrantees, and the funded club is located in our SDA, will all youth who regularly attend the club all be eligible regardless of whether they live or attend school in the designated ZIP code(s)?	Yes, all Youth who regularly spend time at a recreation center are eligible regardless of whether they live or attend school in the designated ZIP Code(s).
+ -	19.	Section 2.5.8 Paragraph B.6 Page 25	This staff position must obtain a minimum of twenty-four hours of job-related training which can include the Cultural Humility and new employee orientation trainings. Question: None of the other positions listed indicate a set number of training hours required. Training requirements are listed on 2.5.9, page 28, which lists topics of required trainings, but does not indicate a set number of hours per training. Will there be a number of training hours required for any other positions within the grantee or subgrantee CYD staff?	No, PEI does not require a certain number of training hours for other CYD staff. It is up to the Applicant to propose the number of training hours for any other positions in Exhibit D, Project Work Plan in the RFA.

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TEXAS Health and Human Services

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	20.	Section 2.5.10 Paragraph C.4 Page 36	At a minimum, one Family or Primary Caregiver event should be held each month of the fiscal year. Question: If direct services are subcontracted, is each subcontractor required to hold one Family or Primary Caregiver event each month, or is this a collective requirement for CYD as a whole?	The requirement for a Family or Primary Caregiver event is a collective requirement of each CYD program as a whole.
+ -	21.	Section 2.5.20 Paragraph C Page 44	Table 5 Grantee Target Outputs and Outcomes Question: Are Output 4, Output 5, Outcome 1, Outcome 2 and Outcome 3 negotiable? Should we change the targets on page 7 of the CYD Project Work Plan to what we would like the negotiated target should be?	Any Outputs or Outcomes already provided in Exhibit D, Project Work Plan in the RFA are non-negotiable.
+ -	22.	Section 7.1 Paragraph A Page 58	Attached Exhibit U. Expenditure Proposal of this RFA includes the template for submitting the Expenditure Proposal. Question: The Exhibit U. indicates FY21 (September 1, 2020 – August 31, 2021). We should complete for FY22 (September 1, 2021 – August 31, 2022), correct?	Exhibit U Expenditure Proposal in the RFA is corrected via Addendum #3 to update the dates which are September 1, 2021- August 31, 2022 or State Fiscal Year FY22.
+ -	24.	Section 7.1 Paragraph A Page 58	Attached Exhibit U. Expenditure Proposal of this RFA includes the template for submitting the Expenditure Proposal. Question: Also, this is a five-year contract, but we are only submitting a budget for one year, and then we will submit budgets to DFPS for approval for each year throughout the contract term, correct?	Exhibit U Expenditure Proposal in the RFA is corrected via Addendum #3 to update the dates which are September 1, 2021- August 31, 2022 or State Fiscal Year FY22. This is a five-year grant. Applicant should submit the budget for FY22 and if awarded, the Grantee will submit subsequent budgets annually throughout the Period of Performance.

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TEXAS Health and Human Services

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	25.	Section 7.1 Paragraph A Page 58	Attached Exhibit U. Expenditure Proposal of this RFA includes the template for submitting the Expenditure Proposal. Question: Should we budget for travel for in-person annual PIP Conference for FY22? If yes, what city will it be held?	Yes, please budget for in-person travel for PIP Conference for FY22. PEI will notify grantees if the in-person nature of the conference changes. Applicant should use Austin, TX for budgeting purposes.
+ -	26.	Section 8.1.5 Page 60	Prior to final Award an Applicant may not issue a press release or provide any information for public consumption regarding its participation in this procurement. Question: We will need to conduct a local competitive procurement for subawardees for the provision of direct services to full the grant requirements.	Applicant may release a grant opportunity or solicitation to subaward CYD services based on its own internal policies and processes. See Section 2.5.28 Use of Subawards in the the RFA for additional information.
+ -	27.	Section 8.1.5 Page 60	Prior to final Award an Applicant may not issue a press release or provide any information for public consumption regarding its participation in this procurement. Question: Anticipated Notice of Award is scheduled for June 24, 2020 – should be June 24, 2021 (3.1 page 49). Since services will start September 1, 2021, this does not give us enough time to conduct our local competitive procurement. We will need to start the process during February 2021. Is this allowable?	Anticipated Notice of Award Schedule was amended to June 24, 2021 in Addendum #2. Applicant may release a grant opportunity or solicitation to subaward CYD services based on its own internal policies and processes. See Section 2.5.28 Use of Subawards in the the RFA for additional information.
+ -	28.	Section 6.1.3 Page 56	Use Exhibit P, Texas Application for Payee Identification Number and Direct Deposit Authorization to provide information required for DFPS to establish the TIN and direct deposit for a successful Applicant. Question: If applicant is a current recipient of CYD grant funds, and already has the PIN and direct deposit set up with DFPS, do we need to complete and submit Exhibit P?	Yes, every applicant should submit both forms in Exhibit P in the RFA. If an Applicant already has contracts with DFPS: On Form AP-152, Applicant should select "No" for the first question (Is this a new account). On Form 74-176, Applicant should select "New setup" even if Applicant has an existing grant. PEI will use these forms together to determine if a new set up is required or to confirm correct account information, if awarded.

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TEXAS Health and Human Services

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	29.	None	I am trying to identify data by zip code on the Population Health site, however, I am unsure how to identify the issues by zip code. The site doesn't seem user friendly to specifically identify what I am searching for. Question: Do you have any additional guidance on this or should I reach out to Population Health for assistance?	Yes, Please reach out to UT Population Health for additional questions related to the Risk Maps.
+ -	30.	Page 14 Zip Code Table	Table with zip codes in different counties across the state where CYD programs are currently taking place. Question: Must a program serve one of these zip codes in order to apply to the current RFA, or may programs serving other zip codes whose clients meet the eligibility requirements apply to this opportunity? I'm trying to discern if this opportunity is restricted specifically to the zip codes listed on page 14.	Table 1 provides a list of ZIP Codes currently receiving CYD services. The RFA is not restricted specifically to these ZIP Codes. Please refer to Section 2.2.1 Service Delivery Area (SDA) in the RFA for the requirements pertaining to proposing a Zip Code(s).
+ -	31.	Page 14 Zip Codes	Question: I would like to know if Tom Green County would qualify to be eligible to write a grant for CYD funding or if the grant opportunity is only open to areas outlined in the table on Page 14 of the application?	Table 1 provides a list of ZIP Codes currently receiving CYD services. The RFA is not restricted specifically to these ZIP Codes. Please refer to Section 2.2.1 Service Delivery Area (SDA) in the RFA for the requirements pertaining to proposing a Zip Code(s).
+ -	32.	Page 14 Zip Codes	Question: Also do you have an estimate on the amount of children you like served each year through our evidence based curriculum?	PEI does not have an estimate on the amount of Youth served each year. Applicant should propose the number of Youth served in Exhibit D Project Work Plan in the RFA.
+ -	33.	Page 14 Zip Codes	Question: Is there a percentage of the amount of children eligible within a certain zip code you would like for us to impact and work with? I want to ensure that in a community such as San Angelo with only 100,000 people total we would have the population to support the vision of the CYD funding.	PEI does not have a percentage of the amount of Youth eligible within a certain ZIP Code for the Applicant to serve. Applicant should propose the number of Youth served in Exhibit D Project Work Plan in the RFA.

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TEXAS Health and Human Services

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	34.	Section 2.2.1, Page 14	Question: Can you tell me how the zip codes are selected and any available plans or the process required to expand this program to include additional counties/ zip codes?	Table 1 provides a list of ZIP Codes currently receiving CYD services. The RFA is not restricted specifically to these ZIP Codes. Please refer to Section 2.2.1 Service Delivery Area (SDA) in the RFA for the requirements pertaining to proposing a Zip Code(s).
+ -	35.	Article II. Scope of Grant Award – 2.1 Program Background - Page 13-14– C	CYD is currently available in 25 Zip Codes across the state. Currently funded counties and ZIP codes are listed in Table 1. Question: Can you please clarify if this language means the 25 zip codes are the only zip codes that are eligible to receive funding in response to RFA No. HHS008417 / the new CYD funding cycle, or if agencies are able to apply for CYD funding in zip codes that are not listed in Table 1? We are specifically interested in applying for funding in the next cycle to deliver CYD programs in one or more of the following zip codes – 76541, 76543, 76544, 76548, 76549.	Table 1 provides a list of ZIP Codes currently receiving CYD services. The RFA is not restricted specifically to these ZIP Codes. Please refer to Section 2.2.1 Service Delivery Area (SDA) in the RFA for the requirements pertaining to proposing a Zip Code(s).
+ -	36.	Section 2.2.1	Question: Does the applicant define the service area and ZIP code, choosing only from Table 1? (May we propose other ZIP codes in the counties in Table 1? May we propose services in counties not listed in Table 1?)	Table 1 provides a list of ZIP Codes currently receiving CYD services. The RFA is not restricted specifically to these ZIP Codes. Please refer to Section 2.2.1 Service Delivery Area (SDA) in the RFA for the requirements pertaining to proposing a Zip Code(s).
+ -	37.	Section 2.5.4 (4)	The RFA states there will be a minimum number set for youth to be served per month in the final agreement. Question: Does CYD have a ballpark figure or range for that minimum, to give us context?	PEI does not have an estimate on the amount of Youth served each year. Applicant should propose the number of Youth served in Exhibit D Project Work Plan in the RFA.
+ -	38.	Definitions in 1.2	Question: Must a youth have a mentor to participate in other CYD activities?	No, it is not a requirement for a CYD participant to have a mentor to participate in CYD. Mentoring however is one of the required components of the CYD program. Please refer to section 2.5.10. Required Programming in the RFA.

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TEXAS Health and Human Services

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	39.	Definitions in 1.2	Question: Does CYD have a ballpark figure or range for that minimum, to give us context?	PEI does not have an estimate on the amount of Youth served each year. Applicant should propose the number of Youth served in Exhibit D Project Work Plan in the RFA.
+ -	40.	None	Question: If we apply for more than one award, may we receive the total award for each one, or is the total per agency?	Please refer to Section 2.2.2 Available Funding in the RFA, which provides an estimate of the funding available. These are estimates only. Submitting an Application for two counties or separate Applications for each county will not be the sole determinate of the amount of funding awarded.
+ -	41.	None	Question: May we serve status offenders?	Yes, Grantee may serve status offenders. However, Youth who are currently on probation are not eligible for the CYD program. Please refer to Section 2.5.3 Eligible Population in the RFA for more requirements.
+ -	42.	None	Question: May we serve youth in the custody of the State of Texas?	Grantee can serve Youth regardless of involvement with Child Protective Services. Applicant should refer to Section 2.5.4 CYD Participant Requirements and 2.5.3 Eligible Population of the RFA for more information.
+ -	43.	None	Question: Is this funding federal pass-through or state general fund?	Please refer to Section 2.2.2 Available Funding (C) in the RFA for information regarding state and federal funding.
+ -	44.	None	Question: Could CYD provide a curriculum or recommendations for Post-High School Readiness programs or activities?	PEI cannot recommend a curriculum for Post-High School Readiness programs or activities other than the guidance provided in Section 2.5.10 Required Programming (A)(4) in the RFA.
+ -	45.	None	We are currently the CYD contractor in El Paso zip code 79924. Question: We are considering adding an adjacent zip code to our application, do we need PEI prior authorization to do this?	No, the Applicant does not need PEI prior authorization to propose an additional ZIP Code. Please refer to Section 2.2.1 Service Delivery Area (SDA) in the RFA for the requirements pertaining to proposing a Zip Code(s).

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TEXAS Health and Human Services

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	46.	None	We are currently the CYD contractor in El Paso zip code 79924. Question: Would an addition of another zip code be submitted together in one RFA or two separate applications?	Please refer to Section 2.2.1 Service Delivery Area in the RFA. It is up to the Applicant to determine whether to submit one Application for both counties or a separate Application for each county.
+ -	47.	None	We are currently the CYD contractor in El Paso zip code 79924. Question: What type of funding would be available to each or both if applying together?	Please refer to Section 2.2.2 Available Funding in the RFA, which provides an estimate of the funding available. These are estimates only. Submitting an Application for two counties or separate Applications for each county will not be the sole determinate of the amount of funding awarded.
+ -	48.	Online Bid Room	Question: We would like to submit digitally this year. Would you please provide a login for our organization?	Please review Exhibit I Online Bid Room in the RFA for instructions on how to request a login. Please ensure you are providing your organization sufficient time to obtain access and submit your application by the posted deadline.
+ -	49.	Page 14	Question; I would like to know if Tom Green County would qualify to be eligible to write a grant for CYD funding or if the grant opportunity is only open to areas outlined in the table on Page 14 of the application?	Table 1 provides a list of ZIP Codes currently receiving CYD services. The RFA is not restricted specifically to these ZIP Codes. Please refer to Section 2.2.1 Service Delivery Area (SDA) in the RFA for the requirements pertaining to proposing a Zip Code(s).
+ -	50.	None	Question: Also do you have an estimate on the amount of children you like served each year through our evidence based curriculum?	PEI does not have an estimate on the amount of Youth served each year. Applicant should propose the number of Youth served in Exhibit D Project Work Plan in the RFA.
+ -	51.	None	Question: Is there a percentage of the amount of children eligible within a certain zip code you would like for us to impact and work with?	PEI does not have a percentage of the amount of Youth eligible within a certain ZIP Code for the Applicant to serve. Applicant should propose the number of Youth served in Exhibit D Project Work Plan in the RFA.

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TEXAS Health and Human Services

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	52.	None	An existing CYD program services our area through the county, the zip code they service is 78046. This zip code services areas outside of the Laredo limits. Question: If our local government (Health Department) would like to apply for the grant and our 1st high-ranking zip code is the same as the one that the county is servicing, would it be recommended to choose the same zip code or to service the 2nd highest-ranking zip code?	PEI cannot make recommendations on which ZIP Codes the Applicant should include in the Application.
+ -	53.	Section 1.1 Page 5	Question: When is Exhibit A. Affirmations and Grant Opportunity Acceptance due?	This Exhibit A Affirmations and Grant Opportunity Acceptance of the RFA is due with the Application on 12/14/20.
+ -	54.	None	Question: Are any other documents due to the funder prior to the final due date of 12/14/20?	No, there are no documents due to the funder prior to the final due date. The Application and all required Exhibits are due 12/14/20.
+ -	55.	Section 2.5.10 A Page 29	Question: Mentoring - Is the age/grade requirement for mentoring waived?	The age/grade requirements for mentoring are the same as all the other components of the RFA.
+ -	56.	Section 2.5.10 A.1.g.ii Page 30	Mentoring – Group services for youth have to take into account that some youth don't show up for every group. Question: How can providers plan for no-shows if the maximum group size is 4?	PEI acknowledges not all youth who plan to attend a program activity will attend the activity. It is up to the Applicant to plan how they will accommodate for this and propose creative solutions.
+ -	57.	Section 2.5.10 C.1.	Family or Primary Caregiver event – There is no mention of food as an allowable cost for this monthly required event in Exhibit V. Question: Does DFPS have any guidance for this item?	Applicant should refer to Exhibit V Guidelines for Allowable Food Costs specifically section II Food Costs for CYD Participants of the RFA for guidance.

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+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	58.	Section 2.4.10 D.1.a Page 36	Under this grant, most of the programming during the school year should be offered during Out-of-school Time hours. Question: Can some of the programming be offered during school hours?	Yes, some of the programming can be offered during school hours.
+ -	59.	Section 2.5.20 C Page 44	Table 5, Output 1: Expected average number of Index Youth served annually. Question: Does this refer to the unduplicated number of youth served annually?	Yes, Output 1 refers to the unduplicated number of Youth served annually. Addendum #3 clarifies this requirement in Exhibit D, Project Work Plan of the RFA.
+ -	60.	Section 2.5.20 C Page 44	Table 5, Output 2 & 3: Question: Do these outputs refer to duplicated numbers of youth served during these time frames?	No, Outputs 2 and 3, should reflect unduplicated Index Youth. Applicant will propose the expected number of unique Index Youth served monthly during the September-May time-frame, and the June-July-August time-frame respectively. Addendum #3 clarifies this requirement in Exhibit D, Project Work Plan of the RFA.
+ -	61.	2.5.10 Req. Programming Page 36 Paragraph 1.a	Focus on Out-of-School Programming Question: What is the definition of “most”? Is that over 50% of programming?	PEI does not specifically define "most" in the RFA. For the purposes of this RFA, Applicant should propose the balance of "out-of-school" programming and programming during school hours that reflects the Applicant's interpretation of most. PEI will collaborate with the Applicant during negotiations on this balance if necessary.
+ -	62.	2.1 Program Background C Page 14	Zip Code Table Question: Is there a list of priority zip codes?	There is not a list of priority zip codes. Applicant should propose ZIP Code(s) identified as benefiting from CYD based on data from the Community Maltreatment Risk Maps, as well as the Applicant’s Community Strengths and Needs Assessment. The Community Maltreatment Risk Maps are tools that use risk-mapping and geographically-based risk and resiliency models to illustrate the distribution of maltreatment rates in the state by ZIP Code. These maps were designed to identify and allocate resources in communities that may benefit from additional resources. Refer to Section 2.2.1 Service Delivery Area in the RFA.

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TEXAS Health and Human Services

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	63.	2.5.18 Collaborating with PEI Grantees within Service Delivery Area (SDA) A.B.C. Page 43	Collaborating with PEI Grantees Question: Are all CYD programs required to partner with a PEI grantee, or is it just if there IS a PEI grantee in the area?	All CYD programs are required to partner with a PEI Grantee. If there is not a PEI Grantee in the Service Area, please document this in your response. The FAYS program has a presence in all Texas counties and it is a requirement to partner and collaborate (Section 2.5.18 Collaborating with PEI Grantees within SDA (B) in the RFA.)
+ -	64.	Page 14	Question: If we want to include an adjoining zip code, will that require a second CSNA?	The CSNA should cover proposed Service Area including any adjoining or new zip codes.
+ -	65.	Page 43	Question: If the applicant is already a PEI grantee for a different program can this cover the collaboration with PEI grantees within Service Delivery Area?	No. If the Applicant is already a PEI grantee for a different program it can not count this as collaboration with PEI grantees within the Service Delivery area. If there is not another PEI Grantee in the Service Delivery Area or region, this should be documented. Please refer to 2.5.18 in the RFA for additional information.
+ -	66.	Page 43	Question: Are there specific requirements that will fulfill the collaboration?	The collaboration requirement can be found in Section 2.5.18. in the RFA. Applicant must outline plan for work with other PEI Grantees within the service area. It is up to the applicant to determine and propose how it will fulfill the collaboration requirement. There are no specific requirements beyond those listed in Section 2.5.18.
+ -	67.	Page 35	Question: Can you clarify the difference between Family-Focused Activity and Family and Primary Caregiver Engagement? Could they be the same?	The intent of Family and Primary Caregiver Engagement is to bring Youth and Families or Caregivers together in a meaningful way. A Family-Focused Activity could be considered as Family and Primary Caregiver Engagement. A Family focused activity is activity based, involves the Youth and at least one other Family member, and are not part of a written curriculum or counseling.
+ -	68.	None	Question: Can a voluntary organization that is not incorporated as a 501(c)(3) apply, if 501(c)(3) tax-exempt charity organization agrees to serve as the fiscal agent for the project grant?	The Applicant must be a nonprofit organization as defined by the Texas Business Organization Code, Chapter 22, or a governmental entity. (Section 2.3 Eligible Applicants in the RFA)

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TEXAS Health and Human Services

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	69.	None	Question: Should we make alternate provisions with regard to face-to-face contact to account for any COVID-19 pandemic conditions that may arise as the implementation date of the grant nears?	Applicants may describe contingency plans for programming outside of in-person programming due to Coronavirus conditions in Exhibit D Project Work Plan in the RFA.
+ -	70.	None	Question: Can the grantee share personnel over counties and applications of the contract ?	An Applicant may propose a staff position to cover more than one service area. The Staffing plan will be reviewed for approval by PEI.
+ -	71.	None	Question: Does the organization decide on what curriculum to provide as long as it fulfills the requirements outlined in the section under required programming and ancillary CYD program components?	Yes, it is up to the organization to propose a curriculum to utilize within CYD if a curriculum will be utilized for a required or ancillary component.
+ -	72.	None	Question: Does the subawardee need to fall under the non-profit requirement or can they be a for profit entity?	Applicant may release a grant opportunity or solicitation to subaward CYD services based on its own internal policies and processes. See Section 2.5.28 Use of Subawards of the the RFA for additional information.
+ -	73.	None	Question: How would the CYD summit be conducted during the pandemic, should it continue to be a concern?	A CYD Youth Summit is planned for summer 2021 and may be conducted virtually if needed.
+ -	74.	None	Question: Will there be contact provisions for the meetings with clients and parents should the pandemic still be an issue in September 2021? For example, could grantees provide services via virtual conferencing or would they be allowed to meet in person with precautionary measures such as smaller groups, masks, and six feet apart?	PEI is committed to working with Grantees during the Coronavirus Pandemic to continue programming. At this time PEI has the expectations for Grantees to align with the opening of other social services agencies in their community to ensure Families have all of the necessary resources and supports the community can offer. PEI also wants Grantees to engage with Participants in a way that Participants are comfortable and meets their needs, PEI's preference is in-person where possible. If a Grantee seeks to provide services via virtual conferencing, a Grantee should provide justification for the need for providing virtual services in Exhibit D Project Work Plan of the RFA. PEI may request documentation of the Grantee's plans and policies, including justification for limiting in-person engagements and protocols used to promote the health and safety of staff and Participants.

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TEXAS Health and Human Services

+/- Rows	#	Reference	Vendor Question	HHS Response
+ -	75.	Sec. 265.057 2.2.1 Page 14	Service Delivery Area (SDA) Question: Can our program offer services outside of the two Harris County zip codes that are listed in this RFP?	Table 1 provides a list of ZIP Codes currently receiving CYD services. The RFA is not restricted specifically to these ZIP Codes. Please refer to Section 2.2.1 Service Delivery Area (SDA) in the RFA for the requirements pertaining to proposing a Zip Code(s).
+ -	76.	Sec. 265.057 2.2.1 Page 14	Service Delivery Area (SDA) The 2 current zip codes are 77081 and 77506. Question: Could we add zip codes to this list? If so, what would be required?	Table 1 provides a list of ZIP Codes currently receiving CYD services. The RFA is not restricted specifically to these ZIP Codes. Please refer to Section 2.2.1 Service Delivery Area (SDA) in the RFA for the requirements pertaining to proposing a Zip Code(s).
+ -	77.	Section 7.1 Paragraph A Page 58	Question: Should we budget for 40 Developmental Assets in Youth training? If yes, what is the cost?	If the Applicant would like to budget for 40 Developmental Assets training, please reach out to the Search Institute for cost information. Refer to 2.4 Program Objectives in the RFA for a link to the site.
+ -	78.	Section 7.1 Paragraph A Page 58	Question: Should we budget for YPQA training? If yes, what is the cost?	Applicants should budget for YPQA training. It is $110 per person for the web-based training. If Applicant prefers in person training, use the link in 2.5.6 Organizational Competence in the RFA to navigate the YPQA website and request the cost.

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

ATTACHMENT I
GRANTEE'S RESPONSE TO RFA NO. HHS0008417

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

RFA NO.: HHS0008417

RFA NAME: DFPS CYD GRANT APPLICATION

GRANT APPLICATION DEADLINE: December 14, 2020 at 2:00 p.m. Central Time

ATTN: Jennifer Kim

APPLICANT: Tarrant County

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Form **PCS 121**

TEXAS Health and Human Services

SOLICITATION ADDENDUM ACKNOWLEDGEMENT FORM

Solicitation Name/Title:	Community Youth Development (CYD)						
Solicitation No:	HHS0008417	**Solicitation Due Date:**	12/14/2020	**Solicitation Due Time:**	02	00	p.m.
Addendum Date:	10/05/2020	**Addendum No.**	1				

PCS Contact Information

Purchasing Contact Phone:	Teleworking	**Purchasing Contact Name:**	Jennifer Kim
Purchasing Contact Email:	jennifer.kim@hhs.texas.gov		

Description of Addendum

BE ADVISED THAT THE FOLLOWING CHANGES ARE APPLICABLE TO THE ABOVE REFERENCED SOLICITATION:

Addendum #1

1.) An additional Pre-Applicant Webinar has been scheduled for Friday October 9, 2020 at 11:30am Central Time. This webinar is for those who have not already attended. No information has changed from the webinar held on October 5, 2020.

The registration link is https://attendee.gotowebinar.com/register/5537578573199629067

2.) No other changes will be made as the result of this Addendum #1.

THIS ADDENDUM NOW BECOMES A PART OF THE ORIGINAL SOLICITATION

RETURN ADDENDUM ACKNOWLEDGMENT FORM AS INSTRUCTED, FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF RESPONSE.

1. If respondent has submitted response prior to addendum, respondent may email the signed addendum to pcsbids@hhsc.state.tx.us prior to the solicitation due date and time.
2. Acknowledge receipt of this addendum on the face of your response, or
3. Sign and return this addendum to HHSC-PCS with the solicitation response to Procurement and Contracting Services, 1100 W. 49th Street, Austin, TX 78756; or

DJ Glen Whitley	Tarrant County	
Authorized Signature	**Respondent Name**	
11/24/2020	817-884-1234	countyjudgegrants@tarrantcounty.com
Date (MM/DD/YYYY)	**Phone**	**Email**

Form **PCS 121**

TEXAS Health and Human Services

SOLICITATION ADDENDUM ACKNOWLEDGEMENT FORM

Solicitation Name/Title:	Community Youth Development (CYD)						
Solicitation No:	HHS0008417	**Solicitation Due Date:**	12/14/2020	**Solicitation Due Time:**	02	00	p.m.
Addendum Date:	10/09/2020	**Addendum No.**	2				

PCS Contact Information

Purchasing Contact Phone:	Teleworking	**Purchasing Contact Name:**	Jennifer Kim
Purchasing Contact Email:	jennifer.kim@hhs.texas.gov		

Description of Addendum

BE ADVISED THAT THE FOLLOWING CHANGES ARE APPLICABLE TO THE ABOVE REFERENCED SOLICITATION:

Addendum #2

1.) Due to a technical issue the CYD Pre-Applicant Webinar scheduled for Friday 10/9/20 at 11:30am Central Time is canceled.

2.) The CYD Pre-Applicant Webinar will be held on October 14, 2020 at 12:00pm -1:00pm Central Time.
*Please register for the new date and time at https://attendee.gotowebinar.com/register/6126400035289990928

3.) Article II, Scope of Grant Award, Section 2.1 Program Background, Page 14, Correcting the ZIP Code for Travis County, the correct ZIP code is 78744.

4.) Article III, Administrative Information, 3.1 Schedule of Events, Page 49;
a.) Anticipated Notice of Award date is changed to June 24, 2021.
b.) Anticipated Grant Agreement Start Date is changed to September 1, 2021.

4.) No other information in RFA No. HHS0008417 is changed by this Addendum 2.

THIS ADDENDUM NOW BECOMES A PART OF THE ORIGINAL SOLICITATION

RETURN ADDENDUM ACKNOWLEDGMENT FORM AS INSTRUCTED, FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF RESPONSE.

1. If respondent has submitted response prior to addendum, respondent may email the signed addendum to pcsbids@hhsc.state.tx.us prior to the solicitation due date and time.
2. Acknowledge receipt of this addendum on the face of your response, or
3. Sign and return this addendum to HHSC-PCS with the solicitation response to Procurement and Contracting Services, 1100 W. 49th Street, Austin, TX 78756; or

[signature]		Tarrant County
Authorized Signature		**Respondent Name**
11/24/2020	817-884-1234	countyjudgegrants@tarrantcounty.com
Date (MM/DD/YYYY)	**Phone**	**Email**

Form **PCS 121**

TEXAS Health and Human Services

SOLICITATION ADDENDUM ACKNOWLEDGEMENT FORM

Solicitation Name/Title:	Community Youth Development (CYD)						
Solicitation No:	HHS0008417	**Solicitation Due Date:**	12/14/2020	**Solicitation Due Time:**	02	00	p.m.
Addendum Date:	10/28/2020	**Addendum No.**	3				

PCS Contact Information

Purchasing Contact Phone:	Teleworking	**Purchasing Contact Name:**	Jennifer Kim
Purchasing Contact Email:	jennifer.kim@hhs.texas.gov		

Description of Addendum

BE ADVISED THAT THE FOLLOWING CHANGES ARE APPLICABLE TO THE ABOVE REFERENCED SOLICITATION:

Addendum #3

1.) Replace Exhibit D - Project Work Plan. New document is unchanged other than removal of comments.

2.) Replace Exhibit U - Expenditure Proposal. Previously posted version had incorrect dates in the document. New document is unchanged other than correction of fiscal year dates to FY 21.

3.) Posting the Pre-Applicant Webinar Slides and Attendees Roster. Labeled HHS008417 CYD Pre-Submittal Webinar Slides & Attendees-Attachment A.

4.) Posting PCS134 - Vendor Questions and Answers Form.

5.) No other information in RFA No. HHS0008417 is changed by this Addendum #3.

THIS ADDENDUM NOW BECOMES A PART OF THE ORIGINAL SOLICITATION

RETURN ADDENDUM ACKNOWLEDGMENT FORM AS INSTRUCTED, FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF RESPONSE.

1. If respondent has submitted response prior to addendum, respondent may email the signed addendum to pcsbids@hhsc.state.tx.us prior to the solicitation due date and time.
2. Acknowledge receipt of this addendum on the face of your response, or
3. Sign and return this addendum to HHSC-PCS with the solicitation response to Procurement and Contracting Services, 1100 W. 49th Street, Austin, TX 78756; or

DJ Glen Whitley **Authorized Signature**		Tarrant County **Respondent Name**
11/24/2020 **Date (MM/DD/YYYY)**	817-884-1234 **Phone**	countyjudgegrants@tarrantcounty.com **Email**

RFA HHS0008417 CYD

EXHIBIT N
APPLICANT INFORMATION

Application for CYD, RFA No. HHS0008417
This form requests basic information about the Applicant and project, including the signature of the authorized representative.

APPLICANT INFORMATION

1) LEGAL BUSINESS NAME : Tarrant County dba Tarrant County Public Health

2) MAILING Address Information (include mailing address, street, city, county, state and 9-digit zip code):
100 East Weatherford Street Fort Worth, Texas 76196

Check if address change ☐

3) PAYEE Name and Mailing Address, including 9-digit zip code (if different from above):

Check if address change ☐

4) DUNS Number (9-digit) 068365220

5) Federal Tax ID No. (9-digit), **State of Texas Comptroller Vendor ID Number** (14-digit): 75-6001170

6) TYPE OF ENTITY (check all that apply):

☐ City	☐ Nonprofit Organization*	☐ Individual
☒ County	☐ For Profit Organization*	☐ Federally Qualified Health Centers
☐ Other Political Subdivision	☐ HUB Certified	☐ State Controlled Institution of Higher Learning
☐ State Agency	☐ Community-Based Organization	☐ Hospital
☐ Indian Tribe	☐ Minority Organization	☐ Private
	☐ Faith Based (Nonprofit Org)	☐ Other (specify): _____

**If incorporated, provide 10-digit charter number assigned by Secretary of State:*

7) PROPOSED PERIOD OF PERFORMANCE: **Start Date:** ***09/1/2021*** **End Date:** ***8/31/2026***

8) REGION/COUNTIES SERVED BY PROJECT: ***Tarrant County***

RFA HHS0008417 CYD

EXHIBIT N
APPLICANT INFORMATION

9) TOTAL AMOUNT OF FUNDING REQUESTED FOR ONE FISCAL YEAR: $600,000.00

10) PROJECTED EXPENDITURES

Does Applicant's projected federal expenditures exceed $750,000, or its projected state expenditures exceed $750,000, for Applicant's current fiscal year (excluding amount requested in line 9 above)? **

Yes ☒ No ☐

***Projected expenditures should include anticipated expenditures under all federal grants including "pass through" federal funds from all state agencies, or all anticipated expenditures under state grants, as applicable.*

11) PROJECT CONTACT PERSON

Name: Jodi Newton
Phone: 817-740-4370
Fax: 817-740-4373
Email: jdnewton@tarrantcounty.com

12) FINANCIAL OFFICER

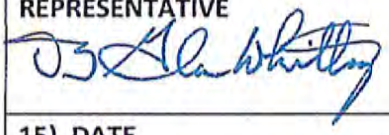
Name: Brittany Drake
Phone: 817-884-3293
Fax: 817-884-1104
Email: bndrake@tarrantcounty.com

The facts affirmed by me in this Application are truthful, and I warrant the Applicant is in compliance with the RFA terms and conditions, including DFPS's Uniform Contract Terms and Conditions, and other RFA requirements unless specifically noted on the Applicant Information and Disclosure Form. I understand the truthfulness of the facts affirmed herein and the continuing compliance with these requirements are conditions precedent to the award of a contract. This document has been duly authorized by the governing body of the Applicant and I (the person signing below) am authorized to represent the Applicant.

13) AUTHORIZED REPRESENTATIVE Check if change ☐

Name: B. Glen Whitley
Title: Tarrant County Judge
Phone: 817-884-1234
Fax:
Email: countyjudgegrants@tarrantcounty.com

14) SIGNATURE OF AUTHORIZED REPRESENTATIVE



15) DATE

November 24, 2020

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

RFA HHS0008417

EXHIBIT O-1: GOVERNMENTAL ENTITY INFORMATION

Authorized Officials

Legal Business Name of Applicant:	Tarrant County

Include the full names (last, first, middle) and addresses for the officials who are authorized to enter into a contract on behalf of the Applicant.

Name:	B. Glen Whitley	**Mailing Address (incl. street, city, county, state, & zip):**
Title:	Tarrant County Judge	100 East Weatherford Street, Suite 305
Phone:	817-884-1234 Ext.	Fort Worth, Texas 76196
Fax:		
Email:	countyjudgegrants@tarrantcounty.com	

Name:		**Mailing Address (incl. street, city, county, state, & zip):**
Title:		
Phone:	Ext.	
Fax:		
Email:		

Name:		**Mailing Address (incl. street, city, county, state, & zip):**
Title:		
Phone:	Ext.	
Fax:		
Email:		

Name:		**Mailing Address (incl. street, city, county, state, & zip):**
Title:		
Phone:	Ext.	
Fax:		
Email:		

Name:		**Mailing Address (incl. street, city, county, state, & zip):**
Title:		
Phone:	Ext.	
Fax:		
Email:		

RFA HHS0008417 CYD

EXHIBIT P: TEXAS APPLICATION FOR IDENTIFICATION NUMBER

AP-152
(Rev.1-07/9)

For Comptroller's use only

TEXAS APPLICATION FOR PAYEE IDENTIFICATION NUMBER

• *Shaded areas for state agency use only* • *See instructions on back*

1. Is this a new account? ☐ YES Mail Code 000 ☑ NO Enter Mail Code 006 Agency number 537
Complete Sections I - V Complete Sections I, II & V

SECTION I

2. **PAYEE IDENTIFICATION NUMBER (PIN) -** Indicate the type of number you are providing to be used for your PIN
☑ 1 - Federal Employer's Identification (FEI) Number
☐ 2 - Social Security Number (SSN) Enter the number indicated 756001170
☐ 3 - Comptroller's assigned number

3. Are you currently reporting any Texas tax to the Comptroller's office other than unemployment (e.g., sales tax, franchise tax)?
☑ YES ☐ NO If "YES," enter Texas Taxpayer number .....

SECTION II

PAYEE INFORMATION ***(Please type or print)***

4. Name of payee (Individual or business to be paid)
Tarrant County

5. Mailing address where you want to receive payments
100 E. Weatherford, Rm 506A

6. *(Optional)*

7. *(Optional)*

8. *(Optional)*

9. City Fort Worth State TX ZIP code 76196-0103 Zone code

10. SIC code 9199 Security type code 1 (0, 1, 2) Payee telephone number *(Area code and number)* 817/884-1205

SECTION III

11. **OWNERSHIP CODES -** Check only on code by the appropriate ownership type that applies to you or your business.

☐ I - Individual Recipient (not owning a business)
☐ E - State Employee If checked, enter employing agency number .....
☐ S - Sole Ownership (Individual owning a business) If checked, enter the owner's name and Social Security Number (SSN)
Owner's name
SSN 2
☐ P - Partnership If checked, enter two partner's names and Social Security Numbers (SSN). If a partner is a corporation, use the corporation's Federal Employer's Identification (FEI) Number.
SSN/FEI .....
Name
SSN/FEI .....
Name
Type of service provided
☐ N - Other If checked, explain.

☐ J - Joint Venture
☐ L - Limited Partnership If checked, enter the Texas File Number
☐ T - Texas Corporation If checked, enter the Texas Charter Number
☐ A - Professional Association If checked, enter the Texas Charter Number
☐ C - Professional Corporation If checked, enter the Texas Charter Number
☐ O - Out-of-State Corporation
☑ G - Governmental Entity
☐ U - State agency / University
☐ F - Financial Institution
☐ R - Foreign (out of U.S.A.)

SECTION IV

12. Payment Assignment? ☐ YES ☑ NO *Note: A copy of the assignment agreement between payees must be attached.*
Assignee name
Assignee PIN Assignment date

SECTION V

13. Comments

14. sign here Authorized signature *(Applicant or authorized agent)* Date

Agency name Prepared by Phone *(Area code and number)*

15.

74-176 (Rev.9-17/20) FMX

STATE OF TEXAS

For Comptroller's Use Only

Direct Deposit Authorization

This form may be used by vendors, individual recipients or state employees to receive payments from the state of Texas by direct deposit or to change/cancel existing direct deposit information.

Transaction Types

SECTION 1

1. Select transaction types:

- ☑ New setup *(Sections 2, 3, 5 and 6)*
- ☐ Change financial institution *(Sections 2, 3, 4, 5 and 6)*
- ☐ Change account number *(Sections 2, 3, 4, 5 and 6)*
- ☐ Change account type *(Sections 2, 3, 4, 5 and 6)*
- ☐ Cancellation *(Sections 2 and 6 - Sections 7 and 8 for state agency use)*
- ☐ Change custodial agency

Payee Identification

SECTION 2

2. Payee type
- ☐ State employee
- ☑ Vendor or other recipient

3. Identification number
- ☐ Social Security number (SSN)*
- ☐ Texas Identification Number (TIN)
- ☐ Individual Taxpayer Identification Number (ITIN)
- ☑ Employer Identification Number (EIN) 7 5 6 0 0 1 1 7 0

4. Mail code *(If not known, leave blank.)* 0 0 6

5. Payee name: **Tarrant County**

6. Phone *(Area code and number)*: (817) 884-1205 ext.

7. Mailing address *(Street, city, state and ZIP code)*: **100 E. Weatherford, Rm. 506A** Fort Worth, TX 76196

New Account Information (Setups and Changes) *(Completion by financial institution is recommended)*

SECTION 3

8. Financial institution name

9. City

10. State

11. Routing number *(9 digits)* – –

12. Customer account number *(maximum 17 characters)*

13. Account type ☐ Checking ☐ Savings

14. Financial representative name *(optional)*

15. Title *(optional)*

16. Financial representative signature *(optional)*

17. Phone *(Area code and number) (optional)* ( ) ext.

18. Date *(optional)*

Existing Account Information (Changes Only)

SEC 4

19. Routing number *(9 digits)* – –

20. Customer account number *(maximum 17 characters)*

21. Account type ☐ Checking ☐ Savings

International Payments Verification *(required)*

SEC 5

22. Will these payments be forwarded to a financial institution outside the United States? ☐ YES ☑ NO

If "YES," also complete the ACH (Direct Deposit) Payment Destination Confirmation (Form 74-227).

Authorization for Setup, Changes or Cancellation *(required)*

SECTION 6

I authorize the Texas Comptroller of Public Accounts to electronically deposit my payments from the state of Texas to my financial institution.
I understand that the Texas Comptroller of Public Accounts will reverse any payments made to my account in error.
I further understand that the Texas Comptroller of Public Accounts will comply at all times with the National Automated Clearing House Association's rules. *(For further information on these rules, please contact your financial institution.)*

sign here ▶ 23. Authorized signature: S. Renee Tidwell

24. Printed name: **S. Renee Tidwell**

25. Date: **10/22/20**

Cancellation by Agency *(for state agency use)*

SEC 7

26. Reason

27. Date

State Agency Contact *(for state agency use)*

SECTION 8

sign here ▶ 28. Authorized signature

29. Date

30. Phone *(Area code and number)* ( ) ext.

31. Agency number: **530**

32. Agency name: **Texas Department of Family and Protective Services**

33. Comments

34. ***Please return to the paying agency at the following address:***

Texas Department of Family and Protective Services
Accounts Payable/Direct Deposit Program
701 West 51st Street, MC E-672
Austin, TX 78751-2312

Phone: 512-438-3643

* *See Federal Privacy Act Statement on page 2.*

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

RFA HHS0008417 CYD

EXHIBIT Q: ADMINISTRATIVE INFORMATION

This form provides information regarding identification and contract history of the Applicant, executive management, project management, governing board members, and/or principal officers. Respond to each request for information ***or provide the required supplemental document behind this form.*** *If responses require multiple pages, identify the supporting pages/documentation with the applicable request.*

NOTE: Administrative Information may be used in screening and/or evaluating proposals.

Legal Business Name of Applicant:	Tarrant County

1. Is Applicant a nonprofit organization?

☐ **YES** ☒ **NO**

If YES, Applicant must include evidence of its nonprofit status with the proposal. Any one of the following is acceptable evidence. Check the appropriate box for the attached evidence.

☐ a. A copy of a currently valid IRS exemption certificate.

☐ b. A statement from a state taxing body, state attorney general, or other appropriate state official certifying that the Applicant organization has a nonprofit status and that none of the net earnings accrue to any private shareholders or individuals.

☐ c. A copy of the organization's certificate of formation or similar document if it clearly establishes the nonprofit status of the organization.

☐ d. Any of the above proof for a state or national parent organization, and a statement signed by the parent organization that the Applicant organization is a local nonprofit affiliate.

Conflict of Interest and Contract History

The Applicant must disclose any existing or potential conflict of interest relative to the performance of the requirements of this RFA. Examples of potential conflicts include an existing or potential business or personal relationship between the Applicant, its principal, or any affiliate or subcontractor, with the Health and Human Services Commission (HHSC), the Texas Department of Family and Protective Services (DFPS) or any other entity or person involved in any way in any project that is the subject of this RFA. Similarly, any existing or potential personal or business relationship between the Applicant, the principals, or any affiliate or subcontractor, with any employee of HHSC or DFPS must be disclosed. Any such relationship that might be perceived, or represented as a conflict, must be disclosed. Failure to disclose any such relationship may be cause for contract termination or disqualification of the proposal. If, following a review of this information, it

is determined by HHSC or DFPS that a conflict of interest exists, the Applicant may be disqualified from further consideration for the award of a contract.

Pursuant to Texas Government Code Section 2155.004, a Applicant is ineligible to receive an award under this RFA if the bid includes financial participation with the Applicant by a person who received compensation from HHSC or DFPS to participate in preparing the specifications or the RFA on which the bid is based.

2. **Does anyone in the Applicant organization have an existing or potential conflict of interest relative to the performance of the requirements of this RFA?**

   ☐ **YES** ☒ **NO**

   If YES, detail any such relationship(s) that might be perceived or represented as a conflict. (Attach no more than one additional page.)

3. **Will any person who received compensation from HHSC or DFPS for participating in the preparation of the specifications or documentation for this RFA participate financially with Applicant as a result of an award under this RFA?**

   ☐ **YES** ☒ **NO**

   If YES, indicate his/her name, job title, agency employed by, separation date, and reason for separation.

4. **Will any provision of services or other performance under any contract that may result from this RFA constitute an actual or potential conflict of interest or create the appearance of impropriety?**

   ☐ **YES** ☒ **NO**

   If YES, detail any such actual or potential conflict of interest that might be perceived or represented as a conflict. (Attach no more than one additional page.)

5. **Are any current or former employees of the Applicant current or former employees of HHSC or DFPS (within the last 24 months)?**

   ☐ **YES** ☒ **NO**

   If YES, indicate his/her name, job title, agency employed by, separation date, and reason for separation.

6. Are any proposed personnel related to any current or former employees of HHSC or DFPS?

☐ **YES** ☒ **NO**

If YES, indicate his/her name, job title, agency employed by, separation date, and reason for separation.

7. Has any member of Applicant's executive management, project management, governing board or principal officers been employed by HHSC or DFPS 24 months prior to the proposal due date?

☐ **YES** ☒ **NO**

If YES, indicate his/her name, job title, agency employed by, separation date, and reason for separation.

8. If the Applicant is a private nonprofit organization, does the executive director or other staff serve as voting members on the organizations governing board?

☐ **YES** ☐ **NO**

09. Is Applicant or any member of Applicant's executive management, project management, board members or principal officers:

- Delinquent on any state, federal or other debt;
- Affiliated with an organization which is delinquent on any state, federal or other debt; or
- In default on an agreed repayment schedule with any funding organization?

☐ **YES** ☒ **NO**

If YES, please explain. (Attach no more than one additional page.)

10. Has the Applicant had a contract suspended or terminated prior to expiration of contract or not been renewed under an optional renewal by any local, state, or federal department or agency or non-profit entity?

☐ **YES** ☒ **NO**

If YES, indicate the reason for such action that includes the name and contact information of the local, state, or federal department or agency, the date of the contract and a contract reference number, and provide copies of any and all decisions or orders related to the suspension, termination, or non-renewal by the contracting entity.

11. Does this proposal include financial participation by a person or entity that has been convicted of violating federal law, or been assessed a penalty in a federal civil administrative enforcement action, in connection with a contract awarded by the federal government for relief, recovery or reconstruction efforts as a result of Hurricanes Rita or Katrina or any other disaster occurring after September 24, 2005, under Government Code Section 2261.053?

☐ **YES** ☒ **NO**

If YES, please explain. (Attach no more than one additional page.)

12. Please disclose any information required under Section 6.2, Litigation and Contract History of the RFA

ALL ADDITIONAL PAGES REQUIRED BY RESPONSES TO THIS FORM, SHOULD BE INSERTED HERE.

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

Applicant Name: Tarrant County **Application Number:** HHS0008417

Fiscal Year: 2021 **Grant Agreement Number:** TBD

As needed, please refer to instructions at the end of this questionnaire.

SECTION I: FINANCIAL POSITION

(This section should be answered about your organization as a whole.)

1.	Please indicate the accounting system in place (e.g., accrual, cash, or modified accrual) Modified Accrual	
2.	Does your organization complete yearly financial statements (e.g., Balance Sheet, Income Statement, Cash Flow)? *If yes:* a. *Please list the name(s) of the person(s) responsible for preparing the annual financial statement(s):* *Suzanne McKenzie, Financial Accounting Manager* b. *Please attach a copy of your most current statements as* ***ATTACHMENT# I-2.*** If no, please provide any manual or automated information maintained regarding your current financial position (e.g., assets versus liabilities) as ***ATTACHMENT # I-2.*** c. *Does your organization file annual tax returns (e.g. Schedule C, Form 990, Form 1120, Subchapter S)?* *If, yes, please include the tax return for the most recent year as* ***ATTACHMENT # 1-2C.*** If no, please explain why annual returns are not filed. *As a governmental agency, Tarrant County is not required to file Tax Returns*	☒Yes ☐No ☐Yes ☒No
3.	Are your accounting and financial system operations audited at regular intervals by an independent auditor (Certified Public Accountant)? Note that this is not referring to compliance monitoring performed by State Contract Managers. *If yes:* a. *Please attach an original, bound audit report and management letter (if applicable) as provided by the independent auditor as* ***ATTACHMENT # I-3.*** b. *Please indicate the frequency with which your accounting records are audited by an independent auditor.* *Annually*	☒Yes ☐No

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

	c. *Please describe how independent audit results are shared with the governing body of your organization.* *Presented before Commisioner's Court on the Court Agenda and approved approved by the County's Commisioners*	
4.	Is your organization subject to the Single Audit requirement in accordance with §200.501 (b) of the Uniform Grant Guidance (UGG)? Note: For more information please see the ICSQ Instructions at the end of this Questionnaire.	☒Yes ☐No
5.	Does your organization certify that there are no contingencies, outstanding liabilities or litigation that could affect your organization's financial position during the life cycle of the contract/grant (e.g., outstanding audit exceptions or purchase of real property)? If no, please explain. _____	☒Yes ☐No
6.	Does your organization stay current with payment of its liabilities, loans, taxes, etc.? If no, please provide a detailed description of any defaults on loans or violations of restricting covenants in loan agreements in the past year. _____	☒Yes ☐No
7.	Is your organization able to obtain credit when needed? If no, please explain any difficulty your organization has had in obtaining credit. _____	☒Yes ☐No
8.	Has your organization been audited by the Internal Revenue Service (IRS) in the past two years? *If yes:* a. *Please submit a copy of the IRS audit report, all related correspondence received from the IRS, and all related correspondence submitted to the IRS from your organization* ***as ATTACHMENT # I-8A.*** b. *Have all discrepancies cited in the audit been resolved?* c. *If the IRS has placed any type of lien on the organization's resources, have the liens been released?* d. *If all discrepancies have not been resolved or all liens have not been released, please submit a description of the discrepancies or liens and the impact of such on your financial position and include a copy of any repayment schedule that may be required by the IRS* ***as ATTACHMENT #I-8D.***	☐Yes ☒No ☐Yes ☐No ☒N/A ☐Yes ☐No ☒N/A

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

SECTION II: INTERNAL CONTROLS

II. A. GENERAL/ACCOUNTING CONTROLS

(This section should be answered about your organization as a whole. When a question mentions "contracts/grants," it is referring to any contract or grant you administer with funding received through DFPS or any other state or federal agency.)

1.	Does your organization allocate costs between contracts, grants, and/or programs? *If yes, please attach a detailed cost allocation plan as **ATTACHMENT # II-1**.*	☒Yes ☐No
2.	*Please attach a list that identifies all your contracts and grants with state agencies, including DFPS. For each agreement include: state agency name, type of service provided, contract and grant agreement number, dollar amount, and payment method (e.g. cost reimbursement, fee for service) as **ATTACHMENT # II-2**.*	
3.	Does your financial management system contain provisions that would ensure the organization is in compliance with §200.302 (financial management) of the Uniform Grant Guidance (UGG), or the Uniform Grant Management Standards (UGMS), as applicable? Note: For more information please see the ICSQ Instructions at the end of this Questionnaire.	☒Yes ☐No
4.	Does your organization maintain a separate ledger account for: a. Deposits for each source of funds? ..... b. Disbursement of each source of funds? ..... *Please provide a copy of your chart of accounts, and a description of how your accounting system identifies contract and grant revenues and expenditures separately as **ATTACHMENT # II-4**.*	☒Yes ☐No ☒Yes ☐No
5.	Are costs and expenditures under budgetary control: a. For total contract and grant budget?..... b. By budget category?.....	☒Yes ☐No ☒Yes ☐No
6.	Do all purchases require approval from an authorized individual in the requesting department?	☒Yes ☐No
7.	Indicate the name and title of individual(s) authorized to:	

SIGN CHECKS OR AUTHORIZE PAYMENTS	APPROVE PURCHASES (INCLUDING ON-LINE AND CREDIT CARD)	PREPARE PAYMENTS (CHECKS AND ELECTRONIC FUND TRANSFERS)	RECONCILE ACCOUNTS INTERNAL ACCOUNTS TO BANK RECORDS	CONTROL INVENTORY	RECEIVE CASH
S.Renee Tidwell	Jack Beacham	Marie Gibson	Linda Castilo	Jack Beacham	Brett Self
County Auditor	Purchasing Agent	Accounts Payable Supervisor	Sr. Internal Auditor	Puchasing Agent	Sr. Internal Auditor
Mary Louise Nicholson	Name:	Name:	Patti Shosid	Name:	Name:

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

	County Clerk	Title:	Title:	Grant Manager	Title:	Title:

8.	Are all expenditures reconciled with your general ledger? If no, please explain _____	☒Yes ☐No
9.	How often are bank accounts reconciled to internal check registers? ☒Monthly ☐Quarterly ☐Other (please specify) _____	
10.	Is your accounting system automated? **If no, please skip to question # 18.**	☒Yes ☐No
11.	Please describe how your accounting system is secured and/or protected (e.g. location, the use of passwords, access limits, checks and balances). The Tarrant County Accounting system is computerized using SAP accounting software. All aspects of the County's business (Human Resources, Timekeeping, Accounting, Purchasing, Inventory, etc) are maintained by the software. The Chief Information Officer, is responsible for maintaining the software and servers which are located at the Tarrant County Plaza Building at 200 W. Weatherford. The CIO is also responsible for assigning passwords and user ID's to the various County employees for access. Each employee is granted system access only to those programs and functions which pertain to their particular job. The software access level needed for each position is set by the department heads in each department who determine what functions are needed for their employees. They then request access be setup for each position by the CIO who then sets security levels for the various employee positions based on the access that was requested and that they require for their job. The software is configured so that no information can be deleted; information can only be reversed and will leave a full audit trail of who edited the data (by specific user ID and IP address of the specific machine). The software and servers are locked and secured at the Tarrant County Plaza building in a server room and access is granted to that room for IT employees who work in those areas via security key card that must be swiped with each entry and exit of the secured location. A security guard monitors all entry into the Plaza building at a front desk, and security cameras are installed and monitor the secure areas 24 hours a day.	
12.	Please specify the name(s) and title(s) for the individuals with access to the accounting system to perform the following functions: Review Only: All employees have limited read-only access Record Transactions: Patti Shosid - Grant Manager Update/Change: Suzanne McKenzie - Acct Manager Delete: Cannot be delted; can only be reversed by Managers with a full audit trail	
13.	Please explain the process (e.g., initiation, review, approval) for making updates, changes, deletions, and year-end adjustments in the accounting system. Changes made by journal entry; if initiated by dept/program - reviewed by grant auditor and acct manager; if grant auditor initiates, reviewed and approved by acct manager	

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

14.	Are there controls to provide reasonable assurance that transactions are not lost, duplicated, or added before and/or after data entry and editing?	☒Yes ☐No
15.	Are there controls to provide reasonable assurance that transactions with errors are rejected from further processing (e.g., prevented from updating the files/database)?	☒Yes ☐No
16.	Is the data entered into the accounting system verified? *If yes, please specify whom (name and title) is/are responsible for verifying the data, and how the verification is done.* *Entry of data into the accounting system is verified by at least one department level manager in the Auditor's Office for each journal entry or posting that is made. Renee Tidwell, County Auditor, assigns responsibility for the various accounting functions (account payable, financial account, grant accounting) to department level managers who then have the authority to review and approve the accounting entries for those departments made by individual employees. After an entry has been reviewed and approved by the department level manager, a second review of the journal entries is done by Frieda McCaskill, the manager of financial services, at the end of each month. The Internal Audit department within the Auditor's Office also conducts periodic reviews of the posted entries; these reviews are done at a schedule determined by Kim Trussell, Audit Manager.*	☒Yes ☐No
17.	What, if any, additional internal controls and approvals are in place within the organization to ensure payments made are valid and authorized? Transactions reviewed by Accounts Payable clerks and auditors post processing _____	
18.	Are all checks pre-numbered and accounted for? If no, please explain. _____	☒Yes ☐No
19.	a. Are all disbursements (excluding petty cash) made by check? If no, what other means does your organization use to make disbursements? _____ b. Is a check register (disbursement journal) used to record disbursements and maintain balances? If no, how are disbursements and balances tracked? _____	☒Yes ☐No ☒Yes ☐No
20.	Are all disbursements approved prior to payment? If no, please explain. _____	☒Yes ☐No

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

21.	Is there any additional review or special approval required for payment transactions (check or electronic disbursement) that exceed a specific dollar amount? *If yes, please specify the dollar limit(s), name(s) and title(s) of responsible staff.* *Over $50,000 - S. Renee Tidwell, CPA, County Auditor approves.*	☒Yes ☐No
22.	Does your organization have a system for tracking: a. Voided checks? b. Credit card transactions? c. Other electronic transactions? If no, please explain.	☒Yes ☐No ☒Yes ☐No ☒Yes ☐No ☐N/A
23.	Does your organization use a check-signing machine? *If yes, please describe how facsimile signature plates are safeguarded from improper use.* Signatures are printed electronically via the County's accounting software and access to this function is controlled via password protection as described in Section IIB. - #11 above. Blank check stock is kept in a locked vault in the Auditor's Office at 100 E. Weatherford St. Rm 506A with key controlled access. The Auditor's Office Business Manager, Rebecca Powell, and the Accounts Payable Manager, Marie Gibson, have custody of the keys that control access to the check stock.	☒Yes ☐No
24.	Are unused checks safeguarded and in the custody of a person who does not manually sign checks, control the use of facsimile signature plates or operate the facsimile signature machine? Please indicate name and title of person who has custody of unused checks. Marie Gibson - Accounts Payable Manager	☒Yes ☐No
25.	Are the following practices prohibited: a. the drafting of checks to "CASH"? b. the signing of blank checks? c. the removal of blank checks from the checkbook? If no, please explain.	☒Yes ☐No ☒Yes ☐No ☒Yes ☐No
26.	Are purchase orders/requisitions controlled in such a way that they can all be accounted for (e.g., by sequential pre-numbering, by entry in a register)? *If yes, please attach an explanation of your purchase order/requisition controls as* ***ATTACHMENT # II-26****.*	☒Yes ☐No ☐N/A
27.	a. Does your organization have written policies and procedures for purchases?	☒Yes ☐No

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

	*If yes, please attach your written policies and procedures as **ATTACHMENT # II-27**.* b. Are your purchasing policies and procedures in compliance with §200.320 of the Uniform Grant Guidance (UGG), or Uniform Grant Management Standards (UGMS), as applicable? *If no, please explain below: (you may attach additional sheets if needed)* _____ Note: For more information please see ICSQ Instructions at the end of this Questionnaire.	☒Yes ☐No
28.	Are supporting documents (e.g., service authorizations, invoices, receipts, approvals, receiving reports, canceled checks) maintained with each disbursement and clearly referenced for easy location and retrieval? *If yes, please attach an explanation as **ATTACHMENT # II-28**. The attachment should describe your process for maintaining supporting documentation, such as:* • *How supporting records are kept and filed (e.g., filed by check number, month of payment),* • *How documents are marked when paid to prevent duplication of claims, and* • *How authorizations for service are registered internally.*	☒Yes ☐No
29.	Do supporting documents accompany checks for the check signer's signature?	☒Yes ☐No
30.	Are invoices marked to identify allocation of payment?	☒Yes ☐No
31.	If bank account balances (including Certificates of Deposit) are in excess of FDIC coverage, does your organization have a system to protect the excess amount? If no, please explain: _____	☒Yes ☐No ☐N/A
32.	Does your organization have procedures to identify costs and expenditures not allowable under federal or state regulations? *If yes, please attach an explanation of your system for identifying unallowable costs/expenditures as **ATTACHMENT # II-32.***	☒Yes ☐No
33.	Does your organization maintain a file for each contract and grant? *If yes, does each file contain:* *a. The executed contract and grant with all attachments?* *b. A copy of each contract and grant amendment (as applicable)?* *c. Billing documents?* *d. Documentation of contract and grant performance?* *e. Related correspondence?* *f. A copy of each subcontract and subcontract for DFPS grant services agreement (as applicable)?* If no to any of the above, please explain. _____	☒Yes ☐No ☒Yes ☐No ☒Yes ☐No ☒Yes ☐No ☒Yes ☐No ☒Yes ☐No ☒Yes ☐No ☒Yes ☐No ☐NA

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

34.	a. Does your organization's internal control process comply with the standards of 'COSO' (Committee of Sponsoring Organizations of the Treadway Commission) or the 'Standards of Internal Control in the Federal Government', issued by the Comptroller General of the United States, as may be applicable under the Uniform Grant Guidance (UGG) or the Uniform Grant Management Standards (UGMS)? *If yes, please attach an explanation of your system for following these internal control standards as **Attachment # II-34a**.* b. Does your organization have a process to prevent unauthorized access to confidential information related to your contracts and grants (e.g., sensitive client information or records - commonly referred to as Personally Protected Identifiable Information)? *If yes, please attach a copy of your procedures as **ATTACHMENT # II-34b**.* Note: For more information on parts a or b please see the ICSQ Instructions at the end of this Questionnaire.	☒Yes ☐No ☒Yes ☐No
II. B. PERSONNEL		
35.	Does your organization have written personnel policies? If no, please explain. _____ If yes, are the personnel policies distributed to all employees?	☒Yes ☐No ☒Yes ☐No
36.	Do the personnel policies include: a. Hiring? b. Performance evaluations? c. Time and leave? d. Conflict of interest? e. Nepotism? f. Related-party	 ☒Yes ☐No ☒Yes ☐No ☒Yes ☐No ☒Yes ☐No ☒Yes ☐No ☒Yes ☐No
37.	Does your organization require individual time or activity sheets to be prepared at least monthly for personnel (part-time, full-time, and/or in-kind volunteers)? If no, please explain. _____ *If yes, please submit a blank time sheet or activity sheet and a copy of the related policy as **ATTACHMENT # II-37**.*	☒Yes ☐No
38.	Does your organization have on file an established rate of pay and withholding information for each employee? If no, please explain. _____	☒Yes ☐No

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

39.	Does your organization have a written job description with a set salary level for each position? If no, please explain. _____	☒Yes ☐No
40.	Is the amount being paid to each employee based on documentation of actual hours worked?	☒Yes ☐No
41.	a. Is your organization current with your payroll taxes? b. Does your organization pay payroll taxes directly? If no, please explain and indicate name of withholding agent. _____	☒Yes ☐No ☒Yes ☐No
42.	Does your organization conduct criminal background checks on your employees and volunteers? *If yes, please attach a copy of your employee/volunteer background check policy and procedures as **ATTACHMENT # II-42**. The attachment should, at a minimum, include the following:* • *When criminal background checks are conducted,* • *When criminal background checks are updated, and* • *Identify by title and/or position the employees and volunteers who are subject to criminal background checks.*	☒Yes ☐No

II. C. TRAVEL

Reimbursements for travel expenses will be paid according to the State of Texas travel rates in effect on the date of travel as approved by the Office of the Comptroller of Public Accounts.

43.	Are expenditures for travel substantiated by travel vouchers, travel logs or other supporting documentation? If no, please explain. _____ *If yes, please submit a copy of your travel policy, a blank travel voucher, and a blank travel log as **ATTACHMENT # II C-43.***	☒Yes ☐No ☐N/A

II. D. EQUIPMENT

44.	a. Please specify the level of capitalization (dollar amount) used by your organization. Anything over $5,000 b. Please provide your organization's definition of equipment: Anything with a useful life of more than 1 year and a cost of $5,000 or more

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

45.	Does your organization conduct a physical inventory of capital equipment purchased with federal funds? If yes, how often? Every two years	☒Yes ☐No
46.	Have DFPS funds been used (in whole or in part) to purchase equipment or controlled assets (e.g., computers, furniture, cameras, camcorders, laser discs (DVD) players, TVs)? **Note:** Contractors and grantees should review the Comptroller's State Property Accounting User Manual at: https://fmx.cpa.state.tx.us/fmx/pubs/spaproc/appendices/appa/appa_6.php for the most current listing of controlled assets. Contractors and grantees must add these items classified as controlled assets to their inventory list based on the noted acquisition costs. **If no, please skip to Section II.E. Subawards and Subcontractors of DFPS grant services.**	☒Yes ☐No
47.	Are inventory records maintained that include: item description, serial number, funding source(s), acquisition cost, acquisition date and inventory number? *Please attach a blank inventory form as **ATTACHMENT # II-47**.*	☒Yes ☐No
48.	Are all equipment items and controlled asset tagged for the purpose of internal tracking and inventory?	☒Yes ☐No
49.	Does your organization have a policy regarding the documentation required for equipment that has been disposed of? *If yes, please attach a copy of your equipment disposal policy as **ATTACHMENT #II-49**.*	☒Yes ☐No

II. E. Subawards and subcontracts for DFPS grant services

If your organization does not (and does not intend to) subaward or subcontract for DFPS grant services, mark N/A ☐ here and skip to section II.F. Related Party Transactions.

50.	Does your organization have written policies and procedures for subawarded or subcontracted DFPS grant services? *If yes, please submit a copy of your policy for subawarded or subcontracted DFPS grant services as **ATTACHMENT # II-50**.* b. Does your organization assess risk for subawardees or subcontractors of DFPS grant services non-compliance with federal statutes or UGMS, as applicable? *If yes, please provide a description of the process as **ATTACHMENT # II-50b**.*	☒Yes ☐No ☒Yes ☐No
51.	Is your organization considered a pass-thru entity for any of the Federal awards, funding, or agreements it has with DFPS? *(Note: See instructions for definition of a pass-thru entity)* If yes, does it make subrecipient/contractor determinations according to §200.330 of the Uniform Grant Guidance (UGG), as applicable? *If yes, please provide a copy of the policy and procedure for making this determination as **ATTACHMENT # II-51**.*	☒Yes ☐No ☒Yes ☐No

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

52.	Does your organization have a state contract/grant of $100,000 or greater?	☒Yes ☐No
53.	Does your organization conduct criminal background checks on your subawards or subcontractors of DFPS grant services?	☒Yes ☐No

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

II. F. RELATED-PARTY TRANSACTIONS

A related party could include a family member or relative, stockholder, or a corporation (individual or group) who is related in some way to the initial party.

54.	If your organization subcontracts with a related party to provide part or all of the program services, including subawarded DFPS grant services please attach a description of your selection process as ***ATTACHMENT # II-54.***	
55.	List name and position of any employee of your corporation who is also a principal stockholder, owning 5% or more stock or who has a controlling interest. _____	☒N/A

The following questions relate to "doing business" with a related party. "Doing business" refers to business activities such as purchasing or leasing (e.g., a building, a computer, a vehicle), and/or providing a service (e.g., legal, accounting, or banking services), even if the purchase/lease/service is provided for free.

56.	List any member of your Board of Directors with whom you are "doing business". a. Board Member: _____ b. Business relationship: _____	☒N/A
57.	List anyone with whom you are "doing business" who is related by blood, adoption or marriage, to a member of your Board of Directors. a. Board Member name/position: _____ b. Name/title of related party: _____ c. Relationship to Board Member: _____ d. Type of business transaction: _____	☒N/A
58.	List anyone with whom you are "doing business" who is a principal stockholder of your organization. a. Principle Stockholder: _____ b. Business relationship: _____	☒N/A
59.	List anyone with whom you are "doing business" who is related by blood, adoption or marriage, to a principal stockholder. a. Stockholder name: _____ b. Name of related party: _____ c. Relationship to Stockholder: _____ d. Business relationship: _____	☒N/A
60.	List any related party (e.g., a member of your Board of Directors, a principal stockholder, or anyone related by blood, adoption or marriage, to a principal	☒N/A

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

	stockholder or member of the Board of Directors) from whom the organization leases a building or property. a. Board Member/Stockholder name/title: _____ b. Name of related party: : _____ *Please include a copy of the lease for each item as **ATTACHMENT # II-60.***	
The following questions relate to "conflict of interest." Key employees (e.g., executive director, president, chief executive officer, administrator) exert a degree of control.		
61.	List any key employee with whom your organization is "doing business". a. Employee name/position: _____ b. Business Relationship: _____	☒N/A
62.	List anyone with whom your organization is "doing business" who is related by blood, adoption or marriage, to any key employee. a. Key employee name/position: _____ b. Name of related party: _____ c. Relationship to key employee: _____ d. Please specify business relationship: _____	☒N/A
63.	List any key employee from whom the organization leases a building and/or property. a. Employee name/position: _____ *Please submit a copy of each lease as **ATTACHMENT # II-63.***	☒N/A
64.	Does your organization maintain an appraisal of market value or market rental rates for each property resulting from a related-party transaction? If no, please explain. _____	☐Yes ☐No ☒N/A
65.	List any key employee related by blood, adoption or marriage, to a member of your Board of Directors. a. Board Member name/position: _____ b. Key Employee name/title of: _____ c. Relationship to Board Member: _____	☒N/A
66	List any key employee related by blood, adoption or marriage, to anyone related, by blood, adoption or marriage, to a member of your Board of Directors. a. Board Member name/position: _____ b. Key Employee name/title of: _____ c. Relationship to Board Member: _____	☒N/A

Internal Control Structure Questionnaire (ICSQ) for Cost Reimbursement Grant

67.	List any key employee related by blood, adoption or marriage to a principal stockholder or to anyone related by blood, adoption or marriage to a principal stockholder. a. Stockholder or related party: _____ b. Name/position of Key Employee or related party: _____ c. Relationship to Stockholder: _____	☒N/A
68.	List any employee related by blood, adoption or marriage to a key employee or to anyone related by blood, adoption or marriage to a key employee. a. Key Employee name/title: _____ b. Related Employee name/title: _____ c. Relationship to Key Employee: _____	☒N/A

CERTIFICATION

Signed by an individual with documented authority as designated by the business entity.

I HEREBY CERTIFY, TO THE BEST OF MY KNOWLEDGE, THAT THE INFORMATION REPORTED HEREIN IS TRUE, CORRECT, AND COMPLETE.

Signature

10/06/20
Date

S. Rennee Tidwell, CPA
Printed/Typed Name

County Auditor
Title

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

Attachment I-2 Single Audit

Tarrant County, Texas

State Single Audit Report for the Year Ended September 30, 2019

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TARRANT COUNTY, TEXAS

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH ***GOVERNMENT AUDITING STANDARDS***

The Honorable County Judge and Commissioners Court
Tarrant County, Texas

Independent Auditor's Report

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Tarrant County, Texas (the "County"), as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the County's basic financial statements, and have issued our report thereon dated March 30, 2020. Our report includes a reference to other auditors who audited the financial statements of the Tarrant County Hospital District and the My Health My Resources of Tarrant County, which represent all of the aggregate discretely presented component units, as described in our report on Tarrant County's financial statements. This report does not include the result of the other auditor's testing of internal control over financial reporting or compliance and other matters that are reported on separately by those other auditors.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the County's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control. Accordingly, we do not express an opinion on the effectiveness of County's internal control.

A *deficiency* in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency*, is a deficiency or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether County's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the County's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Deloitte & Touche LLP

Dallas, Texas
March 30, 2020

Deloitte.

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REPORT ON COMPLIANCE FOR EACH MAJOR STATE PROGRAM, REPORT ON INTERNAL CONTROL OVER COMPLIANCE, AND REPORT ON SCHEDULE OF EXPENDITURES OF STATE AWARDS REQUIRED BY THE STATE OF TEXAS UNIFORM GRANT MANAGEMENT STANDARDS

To the Honorable County Judge and Commissioners Court
Tarrant County, Texas

Report on Compliance for Each Major State Program

We have audited Tarrant County's (the "County") compliance with the types of compliance requirements described in the State of Texas Uniform Grant Management Standards (UGMS) that could have a direct and material effect on each of the County's major state programs for the year ended September 30, 2019. The County's major state programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

The County's basic financial statements include the operations of the Tarrant County Hospital District and My Health My Resources of Tarrant County, which received state awards not included in the County's Schedule of Expenditures of State Awards for the year ended September 30, 2019. Our audit, described below, did not include the operations of the Tarrant County Hospital District or My Health My Resources of Tarrant County because the entities engaged other auditors to perform audits in accordance with UGMS, as applicable. This report does not include the results of the other auditors' testing of internal control over compliance or over compliance that are reported on separately by those auditors.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its state programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the County's major state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and UGMS. Those standards and UGMS require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major state program occurred. An audit includes examining, on a test basis, evidence about the County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major state program. However, our audit does not provide a legal determination of the County's compliance.

Opinion on Each Major State Programs

In our opinion, the County complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major state programs for the year ended September 30, 2019.

Report on Internal Control Over Compliance

Management of the County is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the County's internal control over compliance with the types of requirements that could have a direct and material effect on each major state program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major state program and to test and report on internal control over compliance in accordance with UGMS, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the County's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a state program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a state program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the UGMS. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of State Awards Required by the UGMS

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the County as of and for the year ended

September 30 2019, and the related notes to financial statements, which collectively comprise the County's basic financial statements. We issued our report thereon dated March 30, 2019, which contained an unmodified opinion on those financial statements. Our report includes reference to other auditors who audited the financial statements of the Tarrant County Hospital District and My Health My Resources of Tarrant County, which represent all of the aggregate discretely presented component units, as described in our report in the County's financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of state awards is presented for purposes of additional analysis as required by the UGMS and is not a required part of the financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of state awards is fairly stated, in all material respects, in relation to the financial statements as a whole.

Deloitte & Touche LLP

June 26, 2020

Tarrant County, Texas
Schedule of Expenditures of State Awards
For the Year Ended September 30, 2019

State Grantor	Grant/Contract Number	State Expenditures	State Amounts Passed- Through to Subrecipients
STATE FINANCIAL ASSISTANCE:			
TEXAS DEPARTMENT OF STATE HEALTH SERVICES			
State Services	537-18-0013-00001-02	$ 674,814	$ 481,544
State Services	537-18-0013-00001-03	35,651	29,584
HIV Care Formula Grants (Ryan White Part B)	537-17-0161-0001-03	7,480	-
Infectious Disease Surveillance and Epidemiology	537-18-0305-00001	165,276	-
Infectious Disease Surveillance and Epidemiology	HHS000436300024	17,143	-
HIV Prevention Activities-Health Department Based (HIV Prevention)	2016-001323-07	114,431	-
HIV Prevention Activities-Health Department Based (HIV Prevention)	2016-001323-09	102,373	-
Housing Opportunities for Persons with AIDS	537-16-0511-00001-02	43,676	43,676
STD/HIV Prevention	2016-001322-01	(148)	-
STD/HIV Prevention	2016-001322-04	501,461	-
STD/HIV Prevention	HHS000288900007	1,521,778	-
TB/PC-Tuberculosis Control	537-18-0043-00001-01	598,955	-
TB/PC-Tuberculosis Control	HHS00048330000101	48,801	-
Immunization Division	537-18-0093-00001	(362)	-
Immunization Division	HHS000108600001	582,223	-
Infectious Disease Control Unit/FLU Lab	537-18-0333-00001	5,042	-
Infectious Disease Control Unit/FLU Lab	HHS000442100006	458	-
Preventive Health and Health Services Block Grant	537-18-0249-00001	187,813	-
Respiratory Virus Surveillance Project	537-18-0102-00001	1,969	-
Total Texas Department of State Health Services		4,608,834	554,804
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION			
Family Drug Court	1969713	49,984	-
Veterans Court Project	2285210	207,402	-
Veterans Court Project	2285211	21,617	-
Reaching Independence through Self Empowerment (RISE)	2589507	141,635	-
Reaching Independence through Self Empowerment (RISE)	2589508	12,081	-
DIRECT Court Program	2985204	149,000	-
DIRECT Court Program	2985205	15,984	-
Mental Health Diverson Court Program	1828912	3,870	-
Mental Health Diverson Court Program	1828913	95,705	-
Mental Health Diverson Court Program	1828914	7,923	-
Total Office of the Governor, Criminal Justice Division		705,201	-
TEXAS DEPARTMENT OF MOTOR VEHICLES/AUTO BURGLARY AND THEFT PREVENTION AUTHORITY			
Tarrant Regional Auto Crimes Task Force	608-18-2200000	(72)	-
Tarrant Regional Auto Crimes Task Force	608-19-2200000	1,068,658	-
Tarrant Regional Auto Crimes Task Force	608-20-2200000	61,593	-
Total Department of Motor Vehicles/Auto Burglary and Theft Prevention Authority		1,130,179	-

(Continued)

Tarrant County, Texas
Schedule of Expenditures of State Awards
For the Year Ended September 30, 2019

State Grantor	Grant/Contract Number	State Expenditures	State Amounts Passed- Through to Subrecipients
TEXAS DEPARTMENT OF TRANSPORTATION			
Highway Planning & Construction - Courtesy Patrol Program	02-7XXF5002	$ 72,696	$ -
Highway Planning & Construction - Courtesy Patrol Program	608-19-2200000	287,315	-
Highway Planning & Construction - Courtesy Patrol Program	608-20-2200000	33,313	-
Total Department of Transportation		393,324	-
TEXAS COMMISSION ON ENVIRONMENTAL QUALITY			
Pass-Through From North Central Texas Council of Governments			
Local Initiatives Projects - Emissions Task Force	582-14-40126	49,726	-
Local Initiatives Projects - Emissions Task Force	582-14-40126	652,069	-
Total Texas Commission on Environmental Quality		701,795	-
TEXAS HEALTH AND HUMAN SERVICES COMMISSION			
State-Based Comprehensive Breast & Cervical Cancer Early Detection Program	529-17-0023-00035-02	59,873	-
Nurse Family Partnership	529-16-0003-00007-03	63,074	-
Total Texas Health and Human Services Commission		122,947	-
TEXAS JUDICIAL COMMISSION ON MENTAL HEALTH			
Tarrant County Mental Health Diversion Program-Program Development & Court Improvement	201-20-055	780	-
Total Texas Judicial Commission on Mental Health		780	-
OFFICE OF THE ATTORNEY GENERAL			
Bilingual Victims Assistance Coordinator	1881473	38,500	-
Bilingual Victims Assistance Coordinator	2098788	3,500	-
Texas Statewide Automated Victim Notification Service (SAVNS)	1877778	77,276	-
Total Office of the Attorney General		119,276	-
TEXAS INDIGENT DEFENSE COMMISSION			
Indigent Defense Formula Grant	212-19-220	1,527,396	-
Indigent Defense Supplemental Capital Defense Formula Grant	212-19-220SC	150,199	-
Total Texas Indigent Defense Commission		1,677,595	-
TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES			
Promoting Safe and Stable Families - CYD Project	24427016	(358)	(358)
Promoting Safe and Stable Families - CYD Project	24427016	280,268	199,043
Promoting Safe and Stable Families - CYD Project	24427016	21,743	11,110
Total Texas Department of Family and Protective Services		301,653	209,795
TEXAS VETERANS COMMISSION FUND			
Tarrant County Veterans Court	VTC_18_0605	148,455	-
Tarrant County Veterans Court	VTC_19_0706	68,035	-
Total Texas Veterans Commission Fund		216,490	-
TOTAL STATE FINANCIAL ASSISTANCE		$ 9,978,074	$ 764,599

See Notes to Schedule of Expenditures of State Awards *(Concluded)*

TARRANT COUNTY, TEXAS

NOTES TO SCHEDULE OF EXPENDITURES OF STATE AWARDS FOR THE YEAR ENDED SEPTEMBER 30, 2019

1. Basis of Accounting—The schedule of expenditures of state awards (the "Schedule") was prepared on the modified accrual basis of accounting. Amounts reported as expenditures in the accompanying Schedule may not agree with the amounts reported in the related state financial reports filed with the grantor agencies because of accruals, which would be included in the next report filed with the agency.

   State grant funds are considered to be earned to the extent of expenditures made under the provisions of the grant, and accordingly, when such funds are received, they are recorded as unavailable revenues until earned. The accompanying Schedule is presented on the modified accrual basis of accounting.

   The Schedule includes certain program expenditures that were incurred in prior years. The program affected is as follows:

Program Name	CFDA No.	Prior-Year Expenditure Amount
Texas Indigent Defense Commission	N/A—State Award	$1,677,595

2. The period of availability for state grant funds for the purpose of liquidation of outstanding obligations made on or before the ending date for the state project period extends 30 to 90 days beyond the state project period ending date, in accordance with provisions in the awarding documents.

3. The County participates in numerous state grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustments by the grantor agencies; therefore, to the extent that the County has compiled with rules and regulations governing the grants, refund of any money received may be required and the collectibility of any related receivable at year-end may be impaired.

TARRANT COUNTY, TEXAS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED SEPTEMBER 30, 2019

Section I—Summary of Auditors' Results

- Financial Statements
  - Type of auditors' report issued on whether financial statements were prepared in accordance with Generally Accepted Accounting Principles "GAAP": Unmodified
  - Internal control over financial reporting:
    - Material weakness(es) identified? _____Yes X No
    - Significant deficiency(ies) identified? _____Yes X None reported
  - Noncompliance material to financial statements noted? _____Yes X No
- State Awards
  - Internal control over major programs:
    - Material weakness(es) identified? _____Yes X No
  - Significant deficiency(ies) identified that are not considered to be material weakness(es)? _____Yes X None reported
  - Type of auditors' report issued on compliance for major programs: Unmodified
  - Any audit findings disclosed that are required to be reported in accordance with UGMS? _____Yes X No
  - Identification of major programs:
    - Tarrant Regional Auto Crimes Task Force
    - Emissions Task Force
    - Highway Planning & Construction Courtesy Patrol Program
    - Promoting Safe and Stable Families
  - Dollar threshold used to distinguish between Type A and Type B programs: $300,000
  - Auditee qualified as low-risk auditee? X Yes ___No

Section II—Financial Statements Findings

None reported.

Section III—Award Findings and Questioned Costs

None reported.

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Tarrant County, Texas

Federal Single Audit Report for the Year Ended September 30, 2019

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

TARRANT COUNTY, TEXAS

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH ***GOVERNMENT AUDITING STANDARDS***

The Honorable County Judge and Commissioners Court
Tarrant County, Texas

Independent Auditor's Report

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Tarrant County, Texas (the "County"), as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the County's basic financial statements, and have issued our report thereon dated March 30, 2020. Our report includes a reference to other auditors who audited the financial statements of the Tarrant County Hospital District and the My Health My Resources of Tarrant County, which represent all of the aggregate discretely presented component units, as described in our report on Tarrant County's financial statements. This report does not include the result of the other auditor's testing of internal control over financial reporting or compliance and other matters that are reported on separately by those other auditors.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the County's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control. Accordingly, we do not express an opinion on the effectiveness of County's internal control.

A *deficiency* in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency*, is a deficiency or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether County's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the County's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Deloitte & Touche LLP

Dallas, Texas
March 30, 2020

Deloitte.

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REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM; REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE

The Honorable County Judge and Commissioners Court
Tarrant County, Texas

Report on Compliance for Each Major Federal Program

We have audited Tarrant County's (the "County") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the County's major federal programs for the year ended September 30, 2019. The County's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

The County's basic financial statements include the operations of the Tarrant County Hospital District and My Health My Resources of Tarrant County, which received federal awards not included in the County's Schedule of Expenditures of Federal Awards for the year ended September 30, 2019. Our audit, described below, did not include the operations of the Tarrant County Hospital District or My Health My Resources of Tarrant County because the entities engaged other auditors to perform audits in accordance with Title 2 US Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Uniform Guidance"), as applicable. This report does not include the results of the other auditors' testing of internal control over compliance or over compliance that are reported on separately by those auditors.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the County's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the County's compliance.

Opinion on Each Major Federal Program

In our opinion, the County complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2019.

Report on Internal Control Over Compliance

Management of the County is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the County's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the County's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the

aggregate remaining fund information of the County as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the County's basic financial statements. We issued our report thereon dated March 30, 2020, which contained an unmodified opinion on those financial statements. Our report includes reference to other auditors who audited the financial statements of the Tarrant County Hospital District and My Health My Resources of Tarrant County, which represent all of the aggregate discretely presented component units, as described in our report on the County's financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

Deloitte & Touche LLP

June 29, 2020

Tarrant County, Texas
Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2019

Federal Grantor Pass-Through Grantor Program Title	Federal CFDA Number	Grant/Contract Number	Federal Expenditures	Federal Amounts Passed- Through to Subrecipients
U.S. DEPARTMENT OF AGRICULTURE				
Child Nutrition Cluster				
National School Lunch Program	10.555	806780706	$ 193,082	$ -
National School Lunch Program	10.555		34,759	-
Total CFDA 10.555			227,841	-
Total Child Nutrition Cluster			227,841	-
Special Supplemental Nutrition Program for Women, Infants and Children				
Pass-Through from Texas Health and Human Services Commission	10.557	2017-049841-001-02	70,717	-
Pass-Through from Texas Health and Human Services Commission	10.557	2017-049841-001-02	7,437,199	-
Total CFDA 10.557			7,507,916	-
Total U.S. Department of Agriculture			7,735,757	-
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT				
CDBG - Entitlement Grant Cluster				
Community Development Block Grants/Entitlement Grants - 41st Year	14.218	B15-UC-48-0001	(183)	-
Community Development Block Grants/Entitlement Grants - 42nd Year	14.218	B16-UC-48-0001	(20,372)	-
Community Development Block Grants/Entitlement Grants - 43rd Year	14.218	B17-UC-48-0001	1,082,295	-
Community Development Block Grants/Entitlement Grants - 44thYear	14.218	B18-UC-48-0001	3,901,154	33,339
Community Development Block Grants/Entitlement Grants - 45thYear	14.218	B19-UC-48-0001	343,725	16,182
Total CFDA 14.218			5,306,619	49,521
Total CDBG - Entitlement Grant Cluster			5,306,619	49,521
Emergency Solutions Grant Program - 43rd Year	14.231	E-17-UC-48-0001	8,946	-
Emergency Solutions Grant Program - 44th Year	14.231	E-18-UC-48-0001	205,804	126,738
Emergency Solutions Grant Program - 45th Year	14.231	E-19-UC-48-0001	46,841	44,282
Total CFDA 14.231			261,591	171,020
Continuum of Care Program	14.267	Admin	2,799	-
Continuum of Care Program	14.267	TX0115L6T011609	15,165	15,165
Continuum of Care Program	14.267	TX0287L6T011605	24,679	24,679
Continuum of Care Program	14.267	TX0259L6T011605	13,823	13,823
Continuum of Care Program	14.267	TX0381L6T011602	16,095	16,095
Continuum of Care Program	14.267	TX0418L6T011500	12,031	12,031
Continuum of Care Program	14.267	TX0447L6T011600	46,424	44,798
Continuum of Care Program	14.267	TX0381L6T011703	103,117	98,244
Continuum of Care Program	14.267	TX0093L6T011710	170,835	161,067
Continuum of Care Program	14.267	TX0115L6T011710	88,263	84,817
Continuum of Care Program	14.267	TX0116L6T011710	154,263	147,566
Continuum of Care Program	14.267	TX0113L6T011710	584,487	374,822
Continuum of Care Program	14.267	TX0287L6T011706	257,790	250,469
Continuum of Care Program	14.267	TX0259L6T011706	89,534	86,681
Continuum of Care Program	14.267	TX0321L6T011604	1,809	1,809
Continuum of Care Program	14.267	TX0381L6T011703	156,114	152,194
Continuum of Care Program	14.267	TX0418L6T011701	169,819	164,535
Continuum of Care Program	14.267	TX0447L6T011701	485,793	472,952
Continuum of Care Program	14.267	TX0114L6T011811	18,821	18,546
Continuum of Care Program	14.267	TX0093L6T011811	153,975	150,723
Continuum of Care Program	14.267	TX0116L6T011811	11,074	10,912
Continuum of Care Program	14.267	TX0113L6T011811	436,994	252,741
Continuum of Care Program	14.267	TX0321L6T011705	113,291	109,433
Total CFDA 14.267			3,126,995	2,664,102

(continued)

Tarrant County, Texas
Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2019

Federal Grantor Pass-Through Grantor Program Title	Federal CFDA Number	Grant/Contract Number	Federal Expenditures	Federal Amounts Passed- Through to Subrecipients
Shelter Plus Care	14.238	TX0320L6T011601	$ 568	$ -
Shelter Plus Care	14.238	TX0320L6T011702	61,482	-
Shelter Plus Care	14.238	TX0320L6T011803	17,462	-
Total CFDA 14.238			79,512	-
Home Investment Partnerships Program - 24th Year	14.239	M16-DC-48-0200	394,453	-
Home Investment Partnerships Program - 25th Year	14.239	M17-DC-48-0200	550,331	-
Home Investment Partnerships Program - 26th Year	14.239	M18-DC-48-0200	704,988	-
Total CFDA 14.239			1,649,772	-
Housing Opportunities for Persons with AIDS	14.241	TX-H170027	239,653	233,620
Pass-Through from Texas Department of State Health Services	14.241	537-16-0511-00001-02	15,403	15,403
Pass-Through from Texas Department of State Health Services	14.241	537-16-0511-00001-05	115,329	115,329
Total CFDA 14.241			370,385	364,352
Housing Voucher Cluster				
Section 8 Housing Choice Vouchers - Adminstrative Reserve (Pre-FY2004)	14.871	TX431AFHV03	5,676	-
Section 8 Housing Choice Vouchers - Administrative Reserve (Post-FY2004)	14.871	TX431AFHV03	1,878	-
Section 8 Housing Choice Vouchers - Administrative Reserve (Post-FY2004)	14.871	TX431AFHV03	1,759	-
Section 8 Housing Choice Vouchers - Administration (CY17)	14.871	TX21V431000082	1,113	-
Section 8 Housing Choice Vouchers - Administration (CY18)	14.871	TX21V431000082	585,213	-
Section 8 Housing Choice Vouchers - Administration (CY19)	14.871	TX21V431000082	1,545,398	-
Section 8 Housing Choice Vouchers - Portability	14.871	TX21V431000082	1,335,962	-
Section 8 Housing Choice Vouchers(CY16)	14.871	TX21V431000082	(165)	-
Section 8 Housing Choice Vouchers(CY17)	14.871	TX21V431000082	(186)	-
Section 8 Housing Choice Vouchers(CY18)	14.871	TX21V431000082	5,664,202	-
Section 8 Housing Choice Vouchers(CY19)	14.871	TX21V431000082	16,631,286	-
Section 8 Housing Choice Vouchers (VASH)(CY17)	14.871	TX431VO0219	308,386	-
Section 8 Housing Choice Vouchers (VASH)(CY18)	14.871	TX431VO0217	424,728	-
Total CFDA 14.871			26,505,250	-
Section 8 Housing - Mainstream	14.879	TX431DV0001	53,828	-
Total CFDA 14.879			53,828	-
Total Housing Voucher Cluster			26,559,078	-
Family Self-Sufficiency Program (CY18)	14.896	TX431FSH608A016	(3,213)	-
Family Self-Sufficiency Program (CY19)	14.896	TX431FSH608A016	206,220	-
Total CFDA 14.896			203,007	-
Total U.S. Department of Housing and Urban Development			37,556,959	3,248,995
U.S. DEPARTMENT OF THE INTERIOR				
Payments in Lieu of Taxes	15.226	N/A	51,238	-
Total CFDA 15.226			51,238	-
Historic Preservation Fund Grants-In-Aid				
Pass-Through from Texas Historical Commission	15.904	TX-19-005	1,000	-
Total CFDA 15.904			1,000	-
Total U.S. Department of The Interior			52,238	-

(continued)

Tarrant County, Texas
Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2019

Federal Grantor Pass-Through Grantor Program Title	Federal CFDA Number	Grant/Contract Number	Federal Expenditures	Federal Amounts Passed- Through to Subrecipients
U.S. DEPARTMENT OF JUSTICE				
Missing Children's Assistance				
Pass-Through from City of Dallas Police Department	16.543	2016-MC-FX-K034	$ 8,000	$ -
Total CFDA 16.543			8,000	-
Crime Victim Assistance				
Pass-Through from Texas Office of the Governor, CJD	16.575	1373918	25,641	-
Pass-Through from Texas Office of the Governor, CJD	16.575	2461706	68,450	-
Pass-Through from Texas Office of the Governor, CJD	16.575	3344802	255,845	-
Total CFDA 16.575			349,936	-
Violence Against Women Formula Grants				
Pass-Through from Texas Office of the Governor, CJD	16.588	3101803	32,504	-
Pass-Through from Texas Office of the Governor, CJD	16.588	3101803	7,093	-
Pass-Through from Texas Office of the Governor, CJD	16.588	3101804	3,508	-
Total CFDA 16.588			43,105	-
State Criminal Alien Assistance Program (S.C.A.A.P.)	16.606	2019-APBX-0432	339,159	-
State Criminal Alien Assistance Program (S.C.A.A.P.)	16.606	2019-APBX-1270	477,490	-
Total CFDA 16.606			816,649	-
Edward Byrne Memorial Justice Assistance Grant Program				
Pass-Through from the City of Fort Worth, Texas	16.738	2016-DJ-BX-0716	126,352	-
Total CFDA 16.738			126,352	-
DNA Backlog Reduction Program	16.741	2015-DN-BX-0082	132,406	-
DNA Backlog Reduction Program	16.741	2017-DN-BX-0046	103,821	-
Total CFDA 16.741			236,227	-
Stop School Violence	16.839	N/A	35,029	35,029
Total CFDA 16.839			35,029	35,029
Equitable Sharing Program (Asset Forfeiture Funds)- District Attorney	16.922	N/A	11,415	-
Equitable Sharing Program (Asset Forfeiture Funds)- Sheriff	16.922	N/A	83,315	-
Total CFDA 16.922			94,730	-
Total U.S. Department of Justice			1,710,028	35,029
U.S. DEPARTMENT OF TRANSPORTATION				
Highway Planning & Construction Cluster				
Highway Planning & Construction - Courtesy Patrol Program				
Pass-Through from Texas Department of Transportation	20.205	02-7XXF5002	290,785	-
Pass-Through from Texas Department of Transportation	20.205	608-19-2200000	1,149,258	-
Pass-Through from Texas Department of Transportation	20.205	608-20-2200000	133,252	-
Total CFDA 20.205			1,573,295	-
Total Highway Planning & Construction Cluster			1,573,295	-
Highway Safety Cluster				
National Priority Safety Programs				
Pass-Through from Texas Department of Transportation	20.616	2019-TarrantC-G-1YG-0182	172,442	-
Total CFDA 20.616			172,442	-
Total Highway Safety Cluster			172,442	-
Total U.S. Department of Transportation			1,745,737	-
U.S. DEPARTMENT OF THE TREASURY				
Equitable Sharing Program (Asset Forfeiture Funds)- District Attorney	21.016	N/A	4,874	-
Equitable Sharing Program (Asset Forfeiture Funds)- Sheriff	21.016	N/A	84,211	-
Total CFDA 21.016			89,085	-
Total U.S. Department of The Treasury			89,085	-

(continued)

Tarrant County, Texas
Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2019

Federal Grantor Pass-Through Grantor Program Title	Federal CFDA Number	Grant/Contract Number	Federal Expenditures	Federal Amounts Passed- Through to Subrecipients
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES				
CDC - Prospective Comparison of the TST vs IGRAs				
Pass-Through from UNTHSC at Fort Worth	93.000	RF0055-2018-0214	$ 30,959	$ -
Total CFDA 93.000			30,959	-
Medical Reserve Corps Small Grant Program				
Pass-Through from NACCHO	93.008	MRC-11-0155	3,640	-
Pass-Through from NACCHO	93.008	MRC-13-0155	4,815	-
Pass-Through from NACCHO	93.008	MRC-14-0155C	1,966	-
Pass-Through from NACCHO	93.008	MRC-16-0155	330	-
Total CFDA 93.008			10,751	-
Public Health Emergency Preparedness				
Pass-Through from Texas Department of State Health Services	93.069	537-18-0113-00001-03	64,157	-
Pass-Through from Texas Department of State Health Services	93.069	537-18-0139-00001-03	333,926	-
Pass-Through from Texas Department of State Health Services	93.069	537-18-0145-00001-03	71,390	-
Total CFDA 93.069			469,473	-
Hospital Preparedness Program & Public Health Emergency Preparedness				
Pass-Through from Texas Department of State Health Services	93.074	537-18-0113-00001-01	169,970	-
Pass-Through from Texas Department of State Health Services	93.074	537-18-0139-00001-01	863,102	-
Pass-Through from Texas Department of State Health Services	93.074	537-18-0145-00001-01	252,880	-
Total CFDA 93.074			1,285,952	-
Project Grants and Cooperative Agreements for Tuberculosis Control Programs				
Pass-Through from Texas Health and Human Services Commission	93.116	HHS000036000014-01	400,266	-
Total CFDA 93.116			400,266	-
Coordinated Services & Access to Research for Women, Infants, Children and Youth	93.153	5 H12HA24819-07-00	308,715	140,258
Coordinated Services & Access to Research for Women, Infants, Children and Youth	93.153	5 H12HA24819-08-00	50,755	23,630
Total CFDA 93.153			359,470	163,888
Substance Abuse and Mental Health Services Projects of Regional and National Significance	93.243	6H79TI080297-02M001	320,034	320,034
Total CFDA 93.243			320,034	320,034
Immunization Cooperative Agreements				
Pass-Through from Texas Health and Human Services Commission	93.268	HHS000108600001	470,049	-
Pass-Through from Texas Health and Human Services Commission	93.268	HHS000108600001-01	108,326	-
Total CFDA 93.268			578,375	-
Centers for Disease Control & Prevention - Investigations & Technical Assistance	93.283	ISDS-0909-01	53,673	-
Centers for Disease Control & Prevention - Investigations & Technical Assistance	93.283	5-NU50OE000070-04-00	134,331	-
Total CFDA 93.283			188,004	-
Epidemiology and Laboratory Capacity for Infectious Diseases				
Pass-Through from Texas Department of State Health Services	93.323	537-18-0357-00001A	157,777	-
Total CFDA 93.323			157,777	-
Promoting Safe and Stable Families				
Pass-Through from Texas Department of Family and Protective Services	93.556	24427016	142,539	98,036
Total CFDA 93.556			142,539	98,036

(continued)

Tarrant County, Texas
Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2019

Federal Grantor Pass-Through Grantor Program Title	Federal CFDA Number	Grant/Contract Number	Federal Expenditures	Federal Amounts Passed- Through to Subrecipients
TANF Cluster				
Temporary Assistance for Needy Families				
Pass-Through from Texas Department of Family and Protective Services	93.558	529-16-0003-00007-02	$ 2,462	$ -
Pass-Through from Texas Department of Family and Protective Services	93.558	529-16-0003-00007-03	858,000	-
Total CFDA 93.558			860,462	-
Total TANF Cluster			860,462	-
Refugee and Entrant Assistance-State Administered Programs				
Pass-Through from U.S. Committee for Refugees and Immigrants	93.566	2018-TARTX-02	(139)	-
Pass-Through from U.S. Committee for Refugees and Immigrants	93.566	2019-TARTX-03	852,651	-
Total CFDA 93.566			852,512	-
Grants to States for Access and Visitation Programs				
Pass-Through from Texas Office of the Attorney General	93.597	17-C0126	57,665	-
Pass-Through from Texas Office of the Attorney General	93.597	17-C0126	4,631	-
Total CFDA 93.597			62,296	-
Foster Care Title IV-E				
Pass-Through from Texas Department of Family and Protective Services (CPS)	93.658	23941254	40,273	-
Pass-Through from Texas Department of Family and Protective Services (DA)	93.658	23941256	279,485	-
Pass-Through from Texas Juvenile Justice Division	93.658	TJPC-E-2018-220	39,802	-
Pass-Through from Texas Juvenile Justice Division	93.658	TJPC-E-2019-220	48,088	-
Total CFDA 93.658			407,648	-
Preventive Health and Health Services Block Grant				
Pass-Through from Texas Department of State Health Services	93.758	537-18-0249-00001	45,249	-
Pass-Through from Texas Department of State Health Services	93.758	HHS000485600055	37,222	-
Total CFDA 93.758			82,471	-
Medicaid Cluster				
Medical Assistance Program (Medicaid Administrative Claims)				
Pass-Through from Texas Health and Human Services Commission	93.778	529-11-0041-00001A	613,337	-
Total CFDA 93.778			613,337	-
Total Medicaid Cluster			613,337	-
Medical Library Assistance				
Pass-Through from UNTHSC at Fort Worth	93.879	UG4LMO12345	39,436	-
Total CFDA 93.879			39,436	-
HIV Emergency Relief Project Grants	93.914	2-H89HA00047-23-02	2,025,201	1,506,940
HIV Emergency Relief Project Grants	93.914	2-H89HA00047-24-00	2,296,313	1,736,552
Total CFDA 93.914			4,321,514	3,243,492
HIV Care Formula Grants (Ryan White Part B)				
Pass-Through from Texas Department of State Health Services	93.917	537-17-0161-0001-01	584,209	430,397
Pass-Through from Texas Department of State Health Services	93.917	537-17-0161-0001-03	525,412	422,401
Total CFDA 93.917			1,109,621	852,798
Grants to Provide Outpatient Early Intervention Services with Respect to HIV Disease	93.918	2-H76HA00123-27-02	268,090	195,869
Grants to Provide Outpatient Early Intervention Services with Respect to HIV Disease	93.918	5-H76HA00123-28-00	647,506	497,815
Total CFDA 93.918			915,596	693,684
HIV Prevention Activities- Heatlh Department Based				
Pass-Through from Texas Department of State Health Services	93.940	2016-001323-09	271,310	-
Pass-Through from Texas Department of State Health Services	93.940	2016-001322-04	97,597	-
Total CFDA 93.940			368,907	-
HIV/AIDS Surveillance				
Pass-Through from Texas Health and Human Services Commission	93.944	HHS000284500001	34,690	-
Pass-Through from Texas Health and Human Services Commission	93.944	HHS000284500001	109,365	-
Total CFDA 93.944			144,055	-

(continued)

Tarrant County, Texas
Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2019

Federal Grantor Pass-Through Grantor Program Title	Federal CFDA Number	Grant/Contract Number	Federal Expenditures	Federal Amounts Passed- Through to Subrecipients
Preventive Health Services - STD Control Grants				
Pass-Through from Texas Department of State Health Services	93.977	2016-001322-01	$ -	$ -
Pass-Through from Texas Department of State Health Services	93.977	2016-001322-05	57,783	-
Total CFDA 93.977			57,783	-
Maternal and Child Health Services Block Grant to the States				
Pass-Through from Texas Department of State Health Services	93.994	537-18-0362-00001-01	64,519	-
Pass-Through from Texas Department of State Health Services	93.994	537-18-0362-00001-02	5,239	-
Total CFDA 93.994			69,758	-
Total U.S. Department of Health and Human Services			13,848,996	5,371,932
U.S. DEPARTMENT OF HOMELAND SECURITY/FEMA				
Emergency Food and Shelter National Board Program	97.024	Phase 35	(510)	-
Total CFDA 97.024			(510)	-
Hazard Mitigation Grant				
Pass-Through from Texas Department of Public Safety/Texas Division of Emergency Mgmt	97.039	DR-4245-016	87,904	-
Total CFDA 97.039			87,904	-
Homeland Security Grant Program				
Pass-Through from Texas Office of the Governor, HSGD	97.067	2984803	58,099	-
Pass-Through from Texas Office of the Governor, HSGD	97.067	2984804	140,558	-
Pass-Through from Texas Office of the Governor, HSGD	97.067	3000502	1,956	-
Pass-Through from Texas Office of the Governor, HSGD	97.067	3421601	23,753	-
Total CFDA 97.067			224,366	-
Total U.S. Department of Homeland Security/FEMA			311,760	-
TOTAL FEDERAL FINANCIAL ASSISTANCE			**$ 63,050,560**	**8,655,956**

(Concluded)

See Notes to Schedule of Expenditures of Federal Awards

TARRANT COUNTY, TEXAS

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED SEPTEMBER 30, 2019

1. Basis of Accounting—The schedule of expenditures of federal awards (the "Schedule") was prepared on the modified accrual basis of accounting. Amounts reported as expenditures in the accompanying Schedule may not agree with the amounts reported in the related federal financial reports filed with the grantor agencies because of accruals, which would be included in the next report filed with the agency.

   Federal grant funds are considered to be earned to the extent of expenditures made under the provisions of the grant, and accordingly, when such funds are received, they are recorded as unavailable revenues until earned. The accompanying Schedule is presented on the modified accrual basis of accounting.

   The Schedule includes certain program expenditures that were incurred in prior years. The program affected is as follows:

Program Name	CFDA No.	Prior-Year Expenditure Amount
Foster Care Title IV-E	93.658	$407,648

2. The County has not elected to use the 10% de minimis indirect cost rate for federal grant programs.

3. The period of availability for federal grant funds for the purpose of liquidation of outstanding obligations made on or before the ending date for the federal project period extends 30 to 90 days beyond the federal project period ending date, in accordance with provisions in the awarding documents.

4. The County participates in numerous federal grant programs which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustments by the grantor agencies; therefore, to the extent that the County has compiled with rules and regulations governing the grants, refund of any money received may be required and the collectability of any related receivable at year-end may be impaired.

TARRANT COUNTY, TEXAS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED SEPTEMBER 30, 2019

Section I—Summary of Auditors' Results

- Financial Statements
  - Type of auditors' report issued on whether financial statements were prepared in accordance with Generally Accepted Accounting Principles "GAAP": Unmodified
  - Internal control over financial reporting:
    - Material weakness(es) identified? _____Yes __X__No
    - Significant deficiency(ies) identified? _____Yes __X__None reported
  - Noncompliance material to financial statements noted? _____Yes __X__No
- Federal Awards
  - Internal control over major programs:
    - Material weakness(es) identified? _____Yes __X__No
    - Significant deficiency(ies) identified? _____Yes __X__None reported
  - Type of auditors' report issued on compliance for major programs: Unmodified
  - Any audit findings disclosed that are required to be reported in accordance with 2CFR200.516(1)? _____Yes __X__No
  - Identification of major federal programs:
    - 14.218 Community Development Block Grants/Entitlement Grants
    - 14.871 and 14.879 Housing Voucher Cluster
    - 14.267 Continuum of Care Program
    - 14.239 Home Investment Partnerships Program
  - Dollar threshold used to distinguish between type A and type B programs: $1,891,516
  - Auditee qualified as low-risk auditee? __X__Yes _____No

Section II—Financial Statements Findings

None reported.

Section III—Award Findings and Questioned Costs

None reported.

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Attachment I-3

Comprehensive Annual Financial Report

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019

TARRANT COUNTY, TEXAS



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TARRANT COUNTY, TEXAS

COMPREHENSIVE ANNUAL FINANCIAL REPORT

Fiscal Year Ended September 30, 2019

Prepared By

County Auditor's Office

S. Renee Tidwell, CPA

County Auditor


TARRANT COUNTY, TEXAS

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TARRANT COUNTY, TEXAS

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TARRANT COUNTY, TEXAS

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INTRODUCTORY SECTION

COMPREHENSIVE ANNUAL FINANCIAL REPORT, **TARRANT COUNTY, TEXAS**


TARRANT COUNTY, TEXAS

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TARRANT COUNTY

TARRANT COUNTY ADMINISTRATION BUILDING - ROOM 506
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FORT WORTH, TEXAS 76196-0103
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S. RENEE TIDWELL, CPA
COUNTY AUDITOR
rtidwell@tarrantcounty.com

VINCE CRUZ JR.
FIRST ASSISTANT COUNTY AUDITOR
vcruz@tarrantcounty.com

March 30, 2020

The Honorable Board of District Judges
The Honorable Commissioners Court
Tarrant County, Texas

The comprehensive annual financial report of Tarrant County, Texas (the "County") for the fiscal year ended September 30, 2019 is submitted herewith. This report is submitted in compliance with Section 114.025 of the Texas Local Government Code and has been prepared by the County Auditor's staff.

This report consists of management's representations concerning the finances of the County. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management of the County has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the County's financial statements in conformity with accounting principles generally accepted in the United States of America ("GAAP"). Because the cost of internal controls should not outweigh their benefits, the County's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The County's financial statements have been audited by Deloitte & Touche LLP, independent auditors. The goal of the independent audit was to provide reasonable assurance that the financial statements of the County for the fiscal year ended September 30, 2019 are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the County's financial statements for the fiscal year ended September 30, 2019, are fairly presented in conformity with GAAP. The independent auditors' report is presented as the first component of the financial section of this report.

Deloitte & Touche, LLP was also engaged to perform an audit of the County's federal and state awards that is designed to meet the audit requirements of: Title 2 U.S. C*ode of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards:* the State of Texas *Uniform Grant Management Standards*; and the State of Texas *Single Audit Circular*. The audit report on federal and state awards is issued separately.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis ("MD&A"). This letter of transmittal is designed to complement MD&A and should be read in conjunction with it. The County's MD&A can be found immediately following the report of the independent auditors.

Profile of the County

Tarrant County is a political subdivision of the State of Texas and was organized in 1849. The County is an urban county located in the north central part of Texas. Fort Worth serves as the county seat to a county population of approximately 2,092,419 citizens. It is one of the fastest growing urban counties in the United States today.

The Commissioners Court is the general governing body of the County. The Court is made up of the four County Commissioners, each elected from one of the County's four precincts, and the County Judge who is elected countywide and presides over the full Court. The Commissioners and the County Judge are elected to four-year staggered terms. Despite the name, the Commissioners Court is not a judicial court, but is the general governing body of the County. Among the major duties of the Court is to: 1) Set the tax rate and adopt the County budget; 2) Appoint County officials and hire personnel; 3) Fill elective and appointee vacancies; 4) Establish voting precincts, appoint precinct judges and call County bond elections; 5) Let contracts and authorize payment of all County bills; 6) Build and maintain County roads and bridges; 7) Build, maintain and improve County facilities, 8) Provide for hospitals, public welfare and veterans assistance; and 9) Provide for the technology and archival needs of the County.

The County provides those services allowed by the Constitution and Statutes of the State of Texas. Services include, but are not limited to, law enforcement, judicial proceedings, probation monitoring services, juvenile services, recording services related to judicial proceedings, public health and welfare, maintaining road and bridges, principally within the unincorporated areas of the County, and other related governmental functions. The Tarrant County Hospital District, My Health My Resources of Tarrant County, Tarrant County Housing Finance Corporation, Tarrant County Industrial Development Corporation, Tarrant County Cultural Education Facilities Development Corporation, and the Tarrant County Health Facilities Development Corporation are considered component units and reported, as appropriate, within the County's financial statements. Additional information on all these legally separate entities can be found in Note 1.(a) in the notes to the financial statements.

The annual budget serves as the foundation for the County's financial planning and control. Departmental annual budget requests are submitted to the County Budget Officer during the third quarter of the fiscal year for the upcoming fiscal year to begin October 1. The County Auditor prepares an estimate of available resources for the upcoming fiscal year. The County Budget Officer prepares the proposed annual operating budget to be presented to the Commissioners Court for their consideration. Public hearings are held on the proposed budget. The Commissioners Court must adopt an annual operating budget by a majority vote before September 30. The legal level of budgetary control is at ten categorical levels within each department. Commissioners Court may legally amend the budget. Management must seek approval of Commissioners Court to transfer appropriation between categories, even within the same department. Budget-to-actual comparisons are provided in this report for all budgeted governmental funds. The General Fund and the Road and Bridge Fund comparisons at the department level are presented on pages 89-92 as part of the required supplementary information. The other budget comparisons at the department level are presented on pages 109-117 as part of budgetary compliance. A separate budget report detailed at the legal level of control is available upon request.

Local Economy

Historically, the County's economic environment has been characterized by steady, yet modest growth. This has been in part because of the diverse nature of the business sectors making up the local economy, without an overwhelming dominance by any one industry. Similarly, local real estate values have demonstrated steady yet modest increases over the past decade.

The other segments of the local economy include aircraft, automobile and electronic manufacturing, tourism, entertainment, livestock and agri-business, transportation including major railroad services, financial services and tourism. Because of this diversity, the outlook for stable economic conditions seems favorable.

Major factors of this continued stability include:

National Medal of Honor Museum: Arlington Texas was selected as the future home of the National Medal of Honor Museum. It is expected to bring more than 5 million annual visitors. The museum is expected to open in 2024.

AllianceTexas: AllianceTexas is a 26,000-acre master–planned, mixed use community located in north Fort Worth. AllianceTexas offers a variety of commercial real estate options, including new industrial, office, and retail. Anchored by the inland port known as the Alliance Global Logistics Hub, AllianceTexas is home to more than 480 companies, and 48,000 employees. Located within AllianceTexas is: BNSF Railway, FedEx, UPS Ground Hub, Deloitte, Fidelity Investments, TD Ameritrade, Mercedes-Benz, AT&T, DynCorp International, Facebook, Amazon, Hillwood Properties, Carolina Beverage, Walmart.com, Callaway Golf Co. and others.

Mercantile Center Business Park: Mercantile is currently home to the Federal Aviation Administration's $20 million Southwest Regional Headquarters, Dillard's Department Store distribution center, Mid-States Distributing Co., The Buxton Company, Virbac, and CampFire, U.S.A.'s state-of-the-art Childcare Center and National Training Center for childcare providers.

Facebook: built a $1 billion data center campus at AllianceTexas and will ultimately consist of five 250,000 square-foot buildings located on 110 acres.

Amazon: Amazon built a 1.1 million square-foot distribution center. This center is one of three new e-commerce fulfillment sites in Texas employing 1,000 in Tarrant County. Amazon new Regional Air Hub opened at Fort Worth Alliance Airport in October 2019.

NGC Renewables: a North American subsidiary of a Chinese wind turbine equipment manufacturer, has constructed a 120,000 square foot manufacturing facility in the Alliance development.

Meacham International Airport: Meacham Airport features two runways, 88 buildings, 1.55 million square feet of hangar space, three full-service fixed base operators, aircraft maintenance facilities, flight schools and two aviation museums..

GM Arlington: GM has recently announced plans to invest an additional $20 million in its assembly plant for upgrades in advance of 2021 model production.

Fort Worth Stockyards: tax increment finance (TIF) district will generate about $40 million over its 20 year life. An estimated $385 million in development will occur in the district, including as much as $185 million from a planned redevelopment. The project is expected to spur another $200 million in private investment over 20 years.

Dickies Arena: the City of Fort Worth built a $540 million multi-purpose arena to house the Fort Worth Stock Show and Rodeo as well as concerts and other performances in the city's museum district. The City's funding was capped at $225 million, the remaining funds came from private sector participants. The arena opened in November 2019.

American Airlines: American Airlines opened the new 1.8 million square-foot headquarters campus in Fort Worth in 2019. The Hospitality complex is scheduled to finish by the end of 2021. The cost of the campus is expected to exceed $350 million, and the new facility will house over 12,000 employees.

Tarleton State University: construction started on a new campus in the southwest portion of Tarrant County. The first building was completed in 2019 with the ribbon cutting officially opening Tarleton's Fort Worth campus on August 1, 2019.

TCU-UNTHSC: Texas Christian University and the University of North Texas Health Science Center joined forces to open a new medical school. Classes began July 15, 2019.

Lockheed Martin: Lockheed designs and produces the F-35 Lightning II. Three variants of this fighter jet will replace legacy fighters for the U.S. Air Force, Navy, and Marine Corp, and 11 other countries around the world. Lockheed Martin provides 15,200 jobs for Tarrant County.

Texas Ranger Ballpark: The citizens of the City of Arlington approved a 50/50 cost-sharing plan to build a $1 billion new ballpark with a retractable roof for the Texas Rangers. Globe Life Field will be open for the 2020 season.

Dallas Cowboy Stadium: The Dallas Cowboy Stadium opened in 2009 and has played host to numerous professional, college and high school football games, as well as basketball, pro bull riding, boxing, and concert events.

Other major businesses: Other major businesses recently locating to or expanding in Tarrant County include Core-Mark, Ben E. Keith Foods, Northern Tool, Alcon Research, LLC, Mouser Electronics, and Klein Tools.

Relevant financial policies and long-term planning

The County issues debt to finance acquisition of personal property, capital renovations and improvements to County facilities. The ad valorem tax rate for the fiscal year 2019 totaled $0.234 with $0.019865 per $100 valuation to fund the annual debt service requirements. On May 7, 2006, the Commissioners Court approved a resolution expressing

its intent to be fiscally responsible in the issuance of the bonds. The intent is to only issue bonds if the County has the capacity to repay the bonds without a tax increase.

Major Initiatives

On May 13, 2006, the voters of Tarrant County overwhelmingly approved five bond propositions for a total of $433,120,000 to fund street, road and bridge improvements, a new jail facility, a new civil courts building, expansion of the juvenile justice facilities, and new medical examiner and crime lab facilities. $200 million of these bonds, along with matching funds from local municipalities or Texas Department of Transportation, will be used for transportation issues. To date, the County has issued $418,120,000 of bonds for these purposes. There will not be any more bonds issued for the 2006 bond election.

Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada ("GFOA") awarded a Certificate of Achievement for Excellence in Financial Reporting for the County's comprehensive annual financial report for the fiscal year ended September 30, 2018. The Certificate of Achievement is a prestigious national award-recognizing conformance with the highest standards for preparation of state and local government financial reports.

In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report whose contents conform to program standards. This report must satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. We believe our current report continues to conform to the Certificate of Achievement program requirements and are submitting it for review to the GFOA.

I wish to express my thanks to Commissioners Court and the District Judges for their interest and support in planning and conducting the financial affairs of the County in a responsible and professional manner.

The timely completion of this report could not have been achieved without the dedicated efforts of the County Auditor's staff and the professional services provided by our Independent Auditors, Deloitte & Touche LLP.

Sincerely,



S. Renee Tidwell, CPA
County Auditor

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Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

Tarrant County

Texas

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

September 30, 2018

Christopher P. Morrill

Executive Director/CEO

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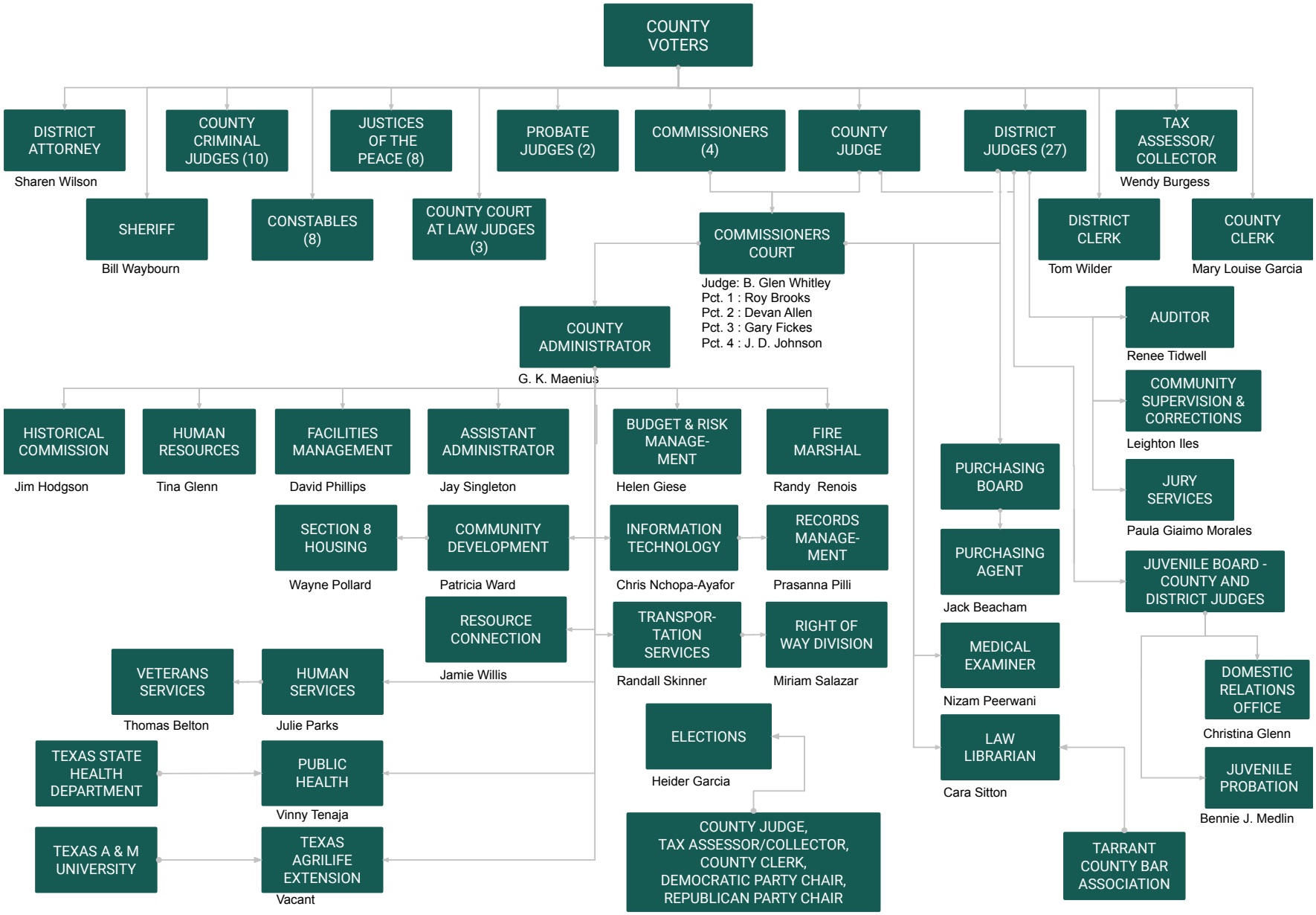
TARRANT COUNTY ORGANIZATION



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PRINCIPAL OFFICIALS

September 30, 2019

Commissioners Court:

B. Glen Whitley	County Judge
Roy Charles Brooks	Commissioner, Precinct 1
Devan Allen	Commissioner, Precinct 2
Gary Fickes	Commissioner, Precinct 3
J. D. Johnson	Commissioner, Precinct 4

Board of District Judges:

Elizabeth H. Beach	Judge, Criminal District Court No. 1
Wayne Salvant	Judge, Criminal District Court No. 2
Robb Catalano	Judge, Criminal District Court No. 3
Mike Thomas	Judge, Criminal District Court No. 4
Melody Wilkinson	Judge, 17th Judicial District
David Evans	Judge, 48th Judicial District
Don Cosby	Judge, 67th Judicial District
R. H. Wallace, Jr.	Judge, 96th Judicial District
John P. Chupp	Judge, 141st Judicial District
Susan McCoy	Judge, 153rd Judicial District
Chris Wolfe	Judge, 213th Judicial District
Jesus Nevarez, Jr.	Judge, 231st Judicial District
Kenneth E. Newell	Judge, 233rd Judicial District
Tom Lowe	Judge, 236th Judicial District
David C. Hagerman	Judge, 297th Judicial District
James Munford	Judge, 322nd Judicial District
Alex Kim	Judge, 323rd Judicial District
Jerome S. Hennigan	Judge, 324th Judicial District
Judith Wells	Judge, 325th Judicial District
Kimberly Fitzpatrick	Judge, 342nd Judicial District
Megan Fahey	Judge, 348th Judicial District
Josh Burgess	Judge, 352nd Judicial District
Patricia Baca Bennett	Judge, 360th Judicial District
Mollee Westfall	Judge, 371st Judicial District
Scott Wisch	Judge, 372nd Judicial District
George Gallagher	Judge, 396th Judicial District
Ruben Gonzalez	Judge, 432nd Judicial District

County Judges:

David Cook	Judge, County Criminal Court No. 1
Carey Walker	Judge, County Criminal Court No. 2
Bob McCoy	Judge, County Criminal Court No. 3
Deborah Nekhom	Judge, County Criminal Court No. 4
Jamie Cummings	Judge, County Criminal Court No. 5
Molly Jones	Judge, County Criminal Court No. 6
Cheril Hardy	Judge, County Criminal Court No. 7
Charles Vanover	Judge, County Criminal Court No. 8
Brent Carr	Judge, County Criminal Court No. 9
Phillip Sorrells	Judge, County Criminal Court No. 10
Don Pierson	Judge, County Court at Law No. 1
Jennifer Rymell	Judge, County Court at Law No. 2
Mike Hrabal	Judge, County Court at Law No. 3

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PRINCIPAL OFFICIALS

September 30, 2019

County Judges: (continued)

Chris Ponder	Judge, Probate Court No. 1
Brooke Allen	Judge, Probate Court No. 2
Ralph Swearingin, Jr.	Justice of the Peace, Precinct 1
Mary Tom Curnutt	Justice of the Peace, Precinct 2
Bill Brandt	Justice of the Peace, Precinct 3
Christopher Gregory	Justice of the Peace, Precinct 4
Sergio L. DeLeon	Justice of the Peace, Precinct 5
Jason Charbonnet	Justice of the Peace, Precinct 6
Kenneth Sanders	Justice of the Peace, Precinct 7
Lisa R. Woodard	Justice of the Peace, Precinct 8

Law Enforcement:

Bill Waybourn	Sheriff
Sharen Wilson	Criminal District Attorney
Bennie J. Medlin*	Chief Juvenile Probation Officer
Leighton Iles*	Community Supervision & Corrections Director
Harry D. Clark, III	Constable, Precinct 1
David Woodruff	Constable, Precinct 2
Darrell Huffman	Constable, Precinct 3
Joe D. Johnson	Constable, Precinct 4
Ruben Garcia, Jr.	Constable, Precinct 5
Jon Siegel	Constable, Precinct 6
Clint Burgess	Constable, Precinct 7
Michael R. Campbell	Constable, Precinct 8
Christina Glenn*	Domestic Relations Director

Administrative Officials:

G.K. Maenius*	County Administrator
S. Renee Tidwell*	County Auditor
Wendy Burgess	Tax Assessor-Collector
Jack Beacham*	Purchasing Agent
Helen Giese*	Budget and Risk Management Director
Christopher Nchopa-Ayafor*	Chief Information Officer

Recording Officials:

Mary Louise Garcia	County Clerk
Tom Wilder	District Clerk

*Appointed officials. All others listed are elected officials.

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FINANCIAL SECTION

COMPREHENSIVE ANNUAL FINANCIAL REPORT, **TARRANT COUNTY, TEXAS**


TARRANT COUNTY, TEXAS

Deloitte.

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JPMorgan Chase Tower
2200 Ross Avenue
Suite 1600
Dallas, TX 75201-6778
USA

Tel: +1 214 840 7000
www.deloitte.com

INDEPENDENT AUDITOR'S REPORT

The Honorable County Judge and Commissioners Court
Tarrant County, Texas

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Tarrant County, Texas (the "County"), as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the County's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Tarrant County Hospital District (TCHD) or the My Health My Resources of Tarrant County (MHMRTC), which represent all the aggregate discretely presented component units. Those statements were audited by other auditors whose reports have been furnished to us, and our opinion, insofar as it relates to the amounts included for TCHD and MHMRTC, is based solely on the reports of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, based on our audit and the reports of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the County, as of September 30, 2019, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, the Budgetary Comparison Schedules—General Fund and Road and Bridge Fund, the Schedule of County Pension Contributions, the Schedule of Changes in Net Pension Liability and Related Ratios, the Schedule of Changes in OPEB Liability and Related Ratios, the Schedule of Changes in Net Pension Liability and Related Ratios—TCHD, and the Schedule of Pension Contributions—TCHD, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We and other auditors have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the County's basic financial statements. The combining financial statements, budgetary compliance schedules, and the introductory and statistical sections are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining financial statements and budgetary compliance schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements.

Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and

other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining financial statements and budgetary compliance schedules are fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Deloitte & Touche LLP

Dallas, Texas
March 30, 2020


TARRANT COUNTY, TEXAS

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Management's Discussion and Analysis

As management of Tarrant County, we offer readers of Tarrant County's financial statements this narrative overview and analysis of the financial activities of Tarrant County for the fiscal year ended September 30, 2019. We encourage readers to consider the information presented here in conjunction with the County's basic financial statements following this section.

Financial Highlights

- The assets and deferred outflows of the County exceed its liabilities and deferred inflows at the close of the most recent fiscal year by $51,953,000 (net position). This is an increase of $77,192,000.
- Total net position of the County is comprised of the following:
  1. Net investment in capital assets of $369,212,000 includes land, buildings, computer software, infrastructure, construction in progress and other capital assets, net of accumulated depreciation, and is reduced by outstanding debt, net of unspent bond proceeds, related to the purchase or construction of capital assets.
  2. Net position of $34,488,000 is restricted by constraints imposed from outside the County, such as debt obligations, laws, regulations, contractual or donor imposed constraints.
  3. Unrestricted net position of a negative $351,747,000.
- As of the close of the current fiscal year, the County's governmental funds reported combined ending fund balance of $324,140,000, an increase of $19,779,000 in comparison with the prior year. Approximately 23 percent of this total amount, $74,000,000, is *available for spending* at the County's discretion (*unassigned fund balance*).
- At the end of the current fiscal year, unassigned fund balance for the general fund was $75,997,000, or approximately 17 percent of total general fund expenditures.
- The County's bonded debt decreased by $28,125,000 (approximately 10 percent) during the current fiscal year.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to Tarrant County's basic financial statements. Tarrant County's financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains required and other supplementary information in addition to the basic financial statements.

Government-wide financial statements. The *government–wide financial statements* are designed to provide readers with a broad overview of Tarrant County's finances, in a manner similar to private-sector business.

The *statement of net position* presents information on all of Tarrant County's assets, deferred outflows, liabilities, and deferred inflows, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of Tarrant County is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of Tarrant County that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental

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activities of the County include general government, public safety, transportation support, judicial, and community services. The business-type activities of Tarrant County include the Resource Connection.

The government-wide financial statements include not only Tarrant County, but also a legally separate hospital district, mental health mental retardation authority, housing finance, and industrial development corporations. Financial information for Tarrant County Hospital District and My Health My Resources of Tarrant County are reported separately from the financial information presented for the primary government itself. The Housing Finance and Industrial Development Corporations, although legally separate, function for all practical purposes as a department of the County, and therefore have been blended as an integral part of the primary government.

The government-wide financial statements can be found on pages 14-17 of this report.

Fund financial statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Tarrant County, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the County can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The County maintains 17 individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statements of revenues, expenditures, and changes in fund balances for the general fund, road and bridge fund, debt service, capital projects fund, and grants fund, which are considered to be major funds. Data from the other 12 governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of *combining statements*.

Tarrant County adopts an annual appropriated budget for all its funds except TCHFC, TCIDC, and grants fund. A budgetary comparison statement has been provided to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 18-23 of this report. The combining nonmajor governmental fund financial statements begin on page 105.

Proprietary funds. The County maintains two different types of proprietary funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The County uses an enterprise fund to account for its Resource Connection. Internal service funds are used to accumulate and allocate costs internally among the County's various functions. The County uses internal service funds to account for its self-insurance funds. Because these services predominately benefit governmental rather than business-type functions, they have been included within governmental activities in the government-wide financial statements.

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Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. In the basic financial statements, the internal service funds are presented in the aggregate. Individual fund data for the internal service funds is provided in the form of *combining statements.*

The basic proprietary fund financial statements can be found on pages 24-26 of this report. The combining internal service fund financial statements begin on page 119.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statements because the resources of those funds are *not* available to support the County's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

The basic fiduciary fund financial statement can be found on page 27 of this report.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 28-88 of this report.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* which includes budget to actual schedules for general fund and road and bridge fund. Also included are schedules regarding the funding, contributions and unfunded liabilities of pension and other postemployment benefits to employees. Required supplementary information can be found on pages 89-102 of this report.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of Tarrant County, assets and deferred outflows exceeded liabilities and deferred inflows by $51,953,000 at the close of the most recent fiscal year.

A large portion of the County's net position, $369,212,000, reflects its investment in capital assets, less any related debt used to acquire those assets still outstanding, excluding unspent proceeds. The County uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the County's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. Another balance of net position represents resources that are subject to external restriction on how they may be used. Restricted net position include $18,339,000 for records management, $4,893,000 for contractual or donor imposed restrictions, and $11,256,000 for other purposes. The remaining portion of the net position is unrestricted net position, which is a negative $351,747,000.

Tarrant County's Net Position

(Amounts in thousands)

	September 30, 2019			September 30, 2018		
	Governmental Activities	Business-type Activitites	Total	Governmental Activities	Business-type Activitites	Total
Current and other assets	$ 425,289	$ 2,555	$ 427,844	$ 397,558	$ 2,760	$ 400,318
Capital assets	481,837	4,154	485,991	485,025	4,095	489,120
Total assets	907,126	6,709	913,835	882,583	6,855	889,438
Deferred outflows	145,650	398	146,048	61,747	168	61,915
Other liabilities	66,632	228	66,860	53,785	277	54,062
Long-term liabilities	840,003	1,618	841,621	856,392	1,633	858,025
Total liabilities	906,635	1,846	908,481	910,177	1,910	912,087
Deferred inflows	99,131	318	99,449	64,310	195	64,505
Net position:						
Net investment in capital assets	365,058	4,154	369,212	351,713	4,095	355,808
Restricted	34,488	-	34,488	31,287	-	31,287
Unrestricted	(352,536)	789	(351,747)	(413,157)	823	(412,334)
Total net position (deficit)	$ 47,010	$ 4,943	$ 51,953	$ (30,157)	$ 4,918	$ (25,239)

The County has a positive net position for the government as a whole, as well as for its governmental activities. The negative unrestricted net position is a result of the required accounting and reporting for pension and other postemployment benefit liabilities and associated deferred inflows and outflows of resources. The net pension liability and OPEB liability of the governmental activities are $342,755,000 and $163,194,000, respectively. More information regarding contributions, net pension liability and OPEB liability can be found in the required supplemental information on pages 95-99.

The County's net position increased by $77,192,000, during the current fiscal year. This increase represents the degree to which ongoing revenues have surpassed ongoing expenses. Revenues increased $37,858,000 approximately 6 percent, related to increases in prescription rebates, tax collection commissions, and property taxes resulting from increased property values. Expenses decreased $35,517,000, or by nearly 6 percent.

Governmental activities. Governmental activities increased the County's net position by $77,167,000, thereby accounting for the increase in the net position of the County. Revenue increased $37,866,000 or approximately 6 percent from prior year as a result of increase in program revenues and property taxes. Expenses decreased $35,742,000 or by approximately 6 percent from prior year as a result of decreased spending in public safety, transportation, and judicial governmental funds.

Business-type activities. Business-type activities net position increased $25,000. Expenses increased $225,000 or approximately 7 percent from the prior year as a result of recognition of OPEB liabilities and current year revenues only decreased $8,000 or less than 1 percent.

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Tarrant County's Changes in Net Position

(Amounts in thousands)

	For the year ended September 30, 2019			For the year ended September 30, 2018		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
Revenues:						
Program revenues:						
Fees, fines and charges for for services	$ 143,884	$ 3,272	$ 147,156	$ 132,839	$ 3,284	$ 136,123
Operating grants and contributions	90,900	-	90,900	87,599	-	87,599
Capital grants and contributions	4,833	-	4,833	642	-	642
General revenues:			-			-
Property taxes	417,540	-	417,540	403,618	-	403,618
Alcohol, bingo, and other taxes	12,188	-	12,188	11,321	-	11,321
Investment earnings	10,453	72	10,525	6,888	44	6,932
Other general revenue	2,012	116	2,128	1,037	140	1,177
Total revenues	681,810	3,460	685,270	643,944	3,468	647,412
Expenses:						
General government	153,715	-	153,715	151,006	-	151,006
Public safety	145,317	-	145,317	155,980	-	155,980
Transportation	28,634	-	28,634	49,564	-	49,564
Judicial	172,703	-	172,703	182,031	-	182,031
Community services	96,341	-	96,341	93,103	-	93,103
Interest and fiscal charges	7,933	-	7,933	8,701	-	8,701
Resource Connection	-	3,435	3,435	-	3,210	3,210
Total expenses	604,643	3,435	608,078	640,385	3,210	643,595
Increase in net position	77,167	25	77,192	3,559	258	3,817
Net position (deficit)-beginning	(30,157)	4,918	(25,239)	(33,716)	4,660	(29,056)
Net position (deficit)-ending	$ 47,010	$ 4,943	$ 51,953	$ (30,157)	$ 4,918	$ (25,239)

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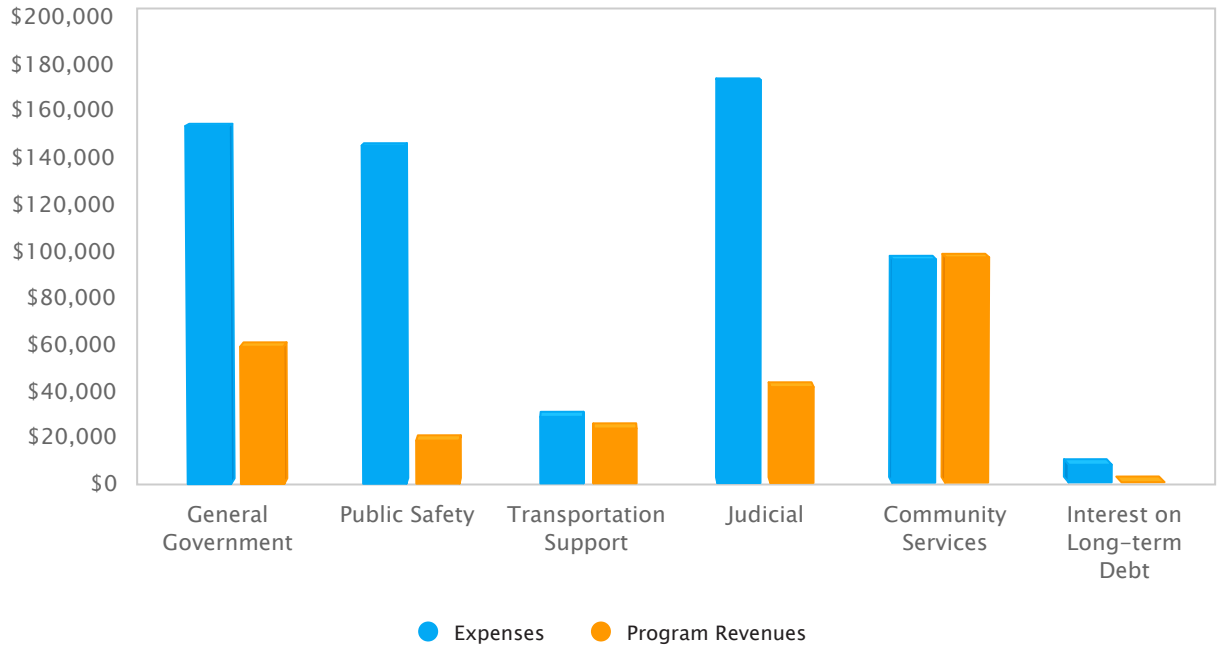
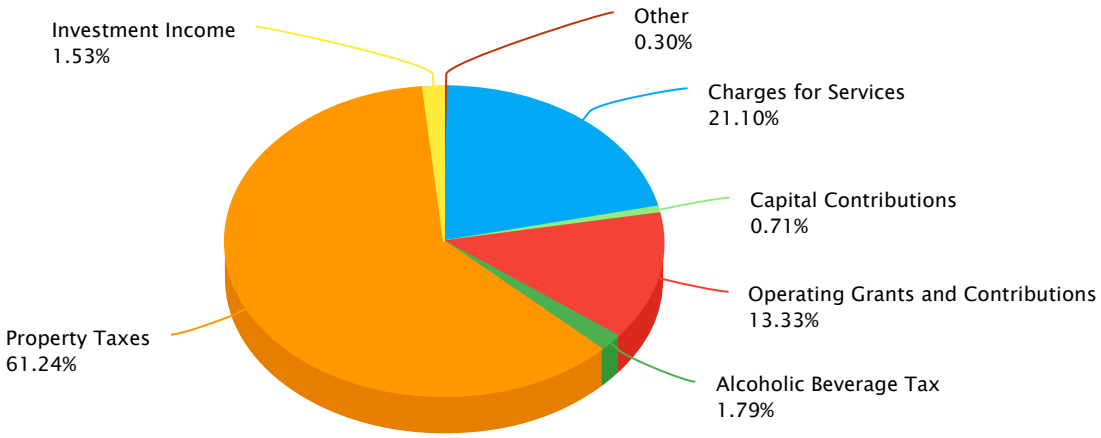
Expenses and Program Revenues – Governmental Activities

(Amounts in thousands)



Revenues by Source – Governmental Activities



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Financial Analysis of the Government's Funds

As noted earlier, the County uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of the County's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the County's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the County's governmental funds reported combined fund balances of $324,140,000, an increase of $19,779,000. Approximately 23 percent of this total amount, $74,000,000, constitutes *unassigned fund balance*, which is available for spending at the County's discretion. The remainder of fund balance is not available for new spending because 1) $5,866,000 is not in spendable form, 2) $114,326,000 is restricted for a specific purpose externally imposed by bond covenants, grantors and contributors, or by enabling legislation, 3) $114,899,000 has been committed by a formal action of the Commissioners Court for a specific purpose, and 4) $15,049,000 has been assigned for a specific purpose, generally used to liquidate outstanding purchase orders, to fund next year's budget, and economic development.

The general fund is the chief operating fund of the County. At the end of the current fiscal year, unassigned fund balance of the general fund was $75,997,000, while total fund balance was $89,754,000. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents approximately 17 percent of total general fund expenditures, while total fund balance represents approximately 20 percent of that same amount.

The fund balance of the County's general fund increased by $8,219,000 during the current fiscal year. Revenues and expenditures along with operating transfers were closely matched for the year. Revenues increased about 5 percent from prior year mostly due to increased tax collections from increased property values as well as tax collection commissions. Expenditures increased about 5 percent, mostly due to increase in employee salaries and fringe benefits.

The road and bridge fund accounts for monies designated for the acquisition, construction and maintenance of county roads and bridges. The fund has a total fund balance of $12,296,000 of which $973,000 is in nonspendable form, the remainder is committed by the Commissioners Court. The fund balance increased $863,000. Revenues increased $385,000 or approximately 2 percent from the prior year, expenditures increased $614,000 or 2 percent primarily due to increase in employee salaries and fringe benefits.

The debt service fund has a total fund balance of $1,262,000, all of which is committed for the payment of debt service. The net decrease in fund balance during the current year was $579,000 due to a decrease in the allocation of tax revenues to the debt service fund. The County approved a property tax for debt service at the beginning of the current fiscal year. This tax, along with delinquent collections, produced revenues of $36,276,000 in the current fiscal year. The County maintains a budgeted reserve of at least $1,000,000 in this fund.

The capital projects fund has a total fund balance of $143,919,000, all of which is either restricted or committed for the payment of capital projects. The net decrease in fund balance during the current year was $1,521,000. The fund balance decreased due to payments for construction projects, software development, furniture, equipment, and transportation projects. Details of the bond projects are further described in the long-term debt section beginning on page 43.

The grants fund has no fund balance as all expenditures should be reimbursed by state and federal funds. Also, any excess revenues received are deferred until earned.

Other governmental funds are for specific purposes. Revenues exceed expenditures resulting in an increase of the fund balance by $12,797,000. Records preservation and automation fund increased $1,436,000 with revenues exceeding expenditures related to projects to enhance public access and to make records searchable and available online. Public health contract fund balance increased $5,826,000 due to revenues exceeding expenditures related to Medicaid 1115 waiver. Miscellaneous contracts increased $3,697,000, a majority of this increase is due to contracts with pharmacies for 340B prescription rebates.

Proprietary funds. The County's proprietary funds provide the same type of information found in the government-wide business type activities financial statements, but in more detail.

Total net position of the Resource Connection fund at the end of the year amounted to $4,943,000. The total increase in net position for the fund was $25,000. Expenses increased $225,000 or approximately 7 percent due to the payback of the expenditures incurred in the capital projects fund. Current year revenues only decreased $8,000 or less than 1 percent from decreased mineral lease royalties.

General Fund Budgetary Highlights

There are no differences between the original budget and the final amended budget in total, however, transfers were made within and between departments. There were no large transfers, but many of the transfers were to transfer court costs amongst the numerous courts and the allocation of employee raises and pension costs to each department.

Actual revenues were slightly greater than budgetary estimates and expenditures were less than budgeted. These differences are highlighted as follows:

- General government expenditures were less than budgeted because the budget includes a budgeted reserve of $43,822,634, contingency of $5,000,000 and undesignated balance of $2,357,322.
- There were large budget transfers from non-departmental to other departments for judicial expenses, including court appointed attorneys. Department expenses were less than budgeted for information technology, sheriff, and jail operations.
- Actual revenue was greater than budgeted revenue, this is to be expected as the budget includes a contingency of $5,000,000. Besides property taxes, actual revenues exceeded budgeted revenue in the fees of office for the tax office commissions, county clerk for deeds of trust filings, and investment income.

Capital Asset and Debt Administration

Capital assets. The County's investment in capital assets for its governmental and business-type activities as of September 30, 2019 amounted to $485,991,000 net of accumulated depreciation. This investment in capital assets includes land, buildings, equipment, computer software, infrastructure and construction in progress. The total decrease in the County's investment in capital assets for the current fiscal year was $3,129,000.

Major capital asset events during the current fiscal year included the following:

- Continued development of criminal justice software
- Continued development of a jail management system
- Continued development of Juvenile Justice Complex

Additional information on the County's capital assets can be found in Note 6 on pages 42-43 of this report.

Tarrant County's Capital Assets

(Net of depreciation)
(Amounts in thousands)

	September 30, 2019			September 30, 2018		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
Land	$ 66,580	$ 2,071	$ 68,651	$ 66,309	$ 2,071	$ 68,380
Buildings and improvements	303,072	1,195	304,267	315,938	1,065	317,003
Furnishings and equipment	23,753	172	23,925	22,573	169	22,742
Software	6,675	-	6,675	8,338	-	8,338
Infrastructure	54,157	716	54,873	50,682	790	51,472
Construction in progress	2,925	-	2,925	2,002	-	2,002
Software in development	24,675	-	24,675	19,183	-	19,183
Total	$ 481,837	$ 4,154	$ 485,991	$ 485,025	$ 4,095	$ 489,120

Long-term debt.
At the end of the current fiscal year, the County had total bonded debt outstanding of $266,375,000. All of this debt represents bonds payable solely on future ad valorem tax revenue. The remainder of the County's long-term debt obligation is comprised of a capital lease with a balance of $857,000.

Tarrant County's Outstanding Debt

(Amounts in thousands)

	Governmental Activities September 30	
	2019	2018
Bonds	$ 266,375	$ 294,500
Capital Lease	857	1,641
Total	$ 267,232	$ 296,141

The County's bonded debt decreased by $28,125,000 or 10 percent during the current fiscal year.

On May 13, 2006, the voters of Tarrant County approved five bond propositions for a total of $433,120,000 to fund street, road and bridge improvements, a new jail facility, a new county/district courts building, expansion of the juvenile justice facilities, and new medical examiner and crime lab facilities. The County has issued all the debt for this purpose and has no plan for another proposition.

The County maintains an "AAA" rating from Standard and Poor's and an Aaa rating from Moody's.

State statutes limit the amount of general obligation debt a governmental entity may issue to 5 percent of its total assessed valuation. The current debt limitation for the County is $9,309,657,000, which is in excess of the County's outstanding obligation debt.

Additional information on the County's long-term debt can be found in Note 7 on pages 43-46 of this report.

Economic Factors and Next Year's Budgets and Rates

Tarrant County's economic condition remains positive.

- The unemployment rate for Tarrant County decreased from 3.4 percent to 3.1 percent. The state's average unemployment rate decreased to 3.3 percent compared to the prior year of 3.7 percent. The national unemployment rate also decreased to 3.3 percent.
- Continued increase in the tax rolls in Tarrant County, due to both new construction and increase in values.
- Inflationary trends in the region compare favorably to national indices.

All of these factors were considered in preparing the County's budget for the 2020 fiscal year.

At September 30, 2019, the unassigned fund balance in the general fund was $75,997,000. Total assigned fund balance, $10,794,000, includes $7,558,000 assigned for the purpose of spending in the 2020 fiscal year budget. This available fund balance enabled the County's tax rate to remain the same for the 2020 fiscal year.

Requests for Information

This financial report is designed to provide a general overview of Tarrant County's finances for all those with an interest in the government's finances. Questions concerning any of the information provided should be addressed to the Tarrant County Auditor, 100 E. Weatherford, Fort Worth, TX 76196.

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

BASIC FINANCIAL STATEMENTS

COMPREHENSIVE ANNUAL FINANCIAL REPORT, **TARRANT COUNTY, TEXAS**


TARRANT COUNTY, TEXAS


TARRANT COUNTY, TEXAS

STATEMENT OF NET POSITION

September 30, 2019 (Amounts in thousands)

	Primary Government		
	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash, cash equivalents, and investments	$ 376,977	$ 3,065	$ 380,042
Taxes receivable, net of allowance for uncollectibles	6,445	-	6,445
Other receivables, net of allowance for uncollectibles	35,153	92	35,245
Internal balances	607	(607)	-
Prepaid expenses and inventory	6,107	5	6,112
Other assets	-	-	-
Capital assets, net:			
Not subject to depreciation	94,180	2,071	96,251
Subject to depreciation	387,657	2,083	389,740
Total assets	907,126	6,709	913,835
DEFERRED OUTFLOWS OF RESOURCES			
Deferred pension outflows	133,947	373	134,320
Deferred OPEB outflows	8,179	25	8,204
Deferred charge on refunding	3,524	-	3,524
Total deferred outflows of resources	145,650	398	146,048
LIABILITIES			
Accounts payable	26,272	133	26,405
Accrued interest payable	1,723	-	1,723
Other liabilities	22,428	23	22,451
Unearned revenue	16,209	72	16,281
Long-term liabilities:			
Portion due or payable within one year:			
Compensated absences payable	33,021	91	33,112
Capital lease	786	-	786
Bonds & notes payable	25,930	-	25,930
Other post employment benefit liability	8,179	25	8,204
Other noncurrent liabilities	3,481	-	3,481
Portion due or payable after one year:			
Compensated absences payable	12,892	35	12,927
Capital lease payable	71	-	71
Bonds and notes payable	252,329	-	252,329
Net pension liability	342,755	969	343,724
Other post employment benefit liability	155,015	498	155,513
Other noncurrent liabilities	5,544	-	5,544
Total liabilities	906,635	1,846	908,481
DEFERRED INFLOWS OF RESOURCES			
Deferred pension inflows	25,275	76	25,351
Deferred OPEB inflows	73,856	242	74,098
Total deferred inflows of resources	99,131	318	99,449
NET POSITION (DEFICIT)			
Net investment in capital assets	365,058	4,154	369,212
Restricted:			
Records management	18,339	-	18,339
Contractual or donor imposed	4,893	-	4,893
Other purposes	11,256	-	11,256
Unrestricted	(352,536)	789	(351,747)
Total net position (deficit)	$ 47,010	$ 4,943	$ 51,953

See accompanying notes to the financial statements

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

Component Units	
Tarrant County Hospital District	MHMR of Tarrant County
$ 691,940	$ 39,009
4,844	-
96,630	16,015
-	-
30,659	2,616
496	-
76,347	4,723
185,344	21,617
1,086,260	83,980
31,771	-
-	-
-	-
31,771	-
62,746	4,254
-	-
130,831	9,307
-	480
-	399
-	1,154
3,255	-
-	-
6,234	-
-	3,021
-	1,274
30,119	-
5,257	-
-	-
8,370	-
246,812	19,889
15,868	-
-	-
15,868	-
225,499	23,912
-	-
2,130	-
382	1,099
627,340	39,080
$ 855,351	$ 64,091

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

STATEMENT OF ACTIVITIES

For the year ended September 30, 2019 (Amounts in thousands)

Activities:	Expenses	Program Revenues: Fees, Fines, and Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions
Primary government:				
Governmental:				
General government	$ 153,715	$ 57,787	$ 1,410	$ 88
Public safety	145,317	12,169	5,992	26
Transportation support	28,634	19,236	38	4,719
Judicial	172,703	29,455	11,690	-
Community services	96,341	25,237	71,770	-
Interest and fiscal charges	7,933	-	-	-
Total governmental activities	604,643	143,884	90,900	4,833
Business-type:				
Resource Connection	3,435	3,272	-	-
Total primary government	$ 608,078	$ 147,156	$ 90,900	$ 4,833
Component units				
Tarrant County Hospital District	$ 1,074,255	$ 466,657	$ 131,572	$ -
MHMR of Tarrant County	152,484	42,772	106,498	-
	$ 1,226,739	$ 509,429	$ 238,070	$ -
General revenues:				
Property taxes				
Alcoholic beverage, bingo, and other taxes				
Unrestricted investment earnings				
Other general revenue				
Total general revenues				
Change in net position				
Net position (deficit)-beginning				
Net position-ending				

See accompanying notes to the financial statements

Net (Expense) Revenue and Changes in Net Position				
Primary Government			Component Units	
Governmental Activities	Business-type Actvities	Total	Tarrant County Hospital District	MHMR of Tarrant County
$ (94,430)	$ -	$ (94,430)	$ -	$ -
(127,130)	-	(127,130)	-	-
(4,641)	-	(4,641)	-	-
(131,558)	-	(131,558)	-	-
666	-	666	-	-
(7,933)	-	(7,933)	-	-
(365,026)	-	(365,026)	-	-
-	(163)	(163)	-	-
$ (365,026)	$ (163)	$ (365,189)	$ -	$ -
			$ (476,026)	$ -
			-	(3,214)
			$ (476,026)	$ (3,214)
417,540	-		413,858	-
12,188	-		-	-
10,453	72		18,077	766
2,012	116		76,803	1,006
442,193	188	-	508,738	1,772
77,167	25	77,192	32,712	(1,442)
(30,157)	4,918	(25,239)	822,639	65,533
$ 47,010	$ 4,943	$ 51,953	$ 855,351	$ 64,091

BALANCE SHEET
GOVERNMENTAL FUNDS
September 30, 2019 (Amounts in thousands)

	General	Road and Bridge	Debt Service	Capital Projects
ASSETS				
Cash, cash equivalents, and investments	$ 87,490	$ 13,183	$ 1,210	$ 154,220
Receivables				
Taxes, net of allowance for uncollectibles	5,811	7	627	-
Other receivables, net of allowance for uncollectibles	7,945	769	6	32
Due from other funds	15,575	-	-	-
Advance to proprietary fund	-	-	-	607
Supplies and prepaid items	2,825	973	-	-
TOTAL ASSETS	$ 119,646	$ 14,932	$ 1,843	$ 154,859
LIABILITIES				
Accounts payable	$ 7,200	$ 2,237	$ -	$ 10,927
Other liabilities	13,528	392	-	13
Due to other funds	-	-	-	-
Unearned revenue	3	-	-	-
Total liabilities	20,731	2,629	-	10,940
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenue-property taxes	5,333	7	581	-
Unavailable revenue-other receivables	3,828	-	-	-
Total deferred inflows of resources	9,161	7	581	-
FUND BALANCES				
Nonspendable	2,825	973	-	-
Restricted	-	-	-	78,272
Committed	138	11,323	1,262	65,647
Assigned	10,794	-	-	-
Unassigned	75,997	-	-	-
Total fund balances	89,754	12,296	1,262	143,919
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	$ 119,646	$ 14,932	$ 1,843	$ 154,859

See accompanying notes to the financial statements

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Grants	Other Governmental Funds	Total Governmental Funds
$ 15,608	$ 77,998	$ 349,709
-	-	6,445
19,163	3,684	31,599
-	-	15,575
-	-	607
1,997	71	5,866
$ 36,768	$ 81,753	$ 409,801
$ 3,736	$ 1,075	$ 25,175
1,380	2,101	17,414
15,544	31	15,575
16,108	-	16,111
36,768	3,207	74,275
-	-	5,921
-	1,637	5,465
-	1,637	11,386
1,997	71	5,866
-	36,054	114,326
-	36,529	114,899
-	4,255	15,049
(1,997)	-	74,000
-	76,909	324,140
$ 36,768	$ 81,753	$ 409,801

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RECONCILIATION OF THE GOVERNMENTAL FUNDS FUND BALANCE TO GOVERNMENTAL ACTIVITES NET POSITION

September 30, 2019 (Amounts in thousands)

Amounts reported for governmental activities in the statement of net position are different because:

Total fund balance - total governmental funds	$ 324,140
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	481,837
Other amounts are not available to pay for current-period expenditures and, therefore, are deferred in the funds.	11,386
Internal service funds are used by management to charge the costs of insurance to individual funds. The assets and liabilities of the internal service funds are included in the governmental activites in the statement of net position.	15,829
Deferred outflows of resources are not an available resource and, therefore are not reported in the funds.	145,650
Deferred inflows of resources are not an available resource and, therefore are not reported in the funds.	(99,131)
Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the funds. (Note 2)	(832,701)
Net position - governmental activities	$ 47,010

See accompanying notes to the financial statements


TARRANT COUNTY, TEXAS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS

For the year ended September 30, 2019 (Amounts in thousands)

	General	Road and Bridge	Debt Service	Capital Projects
REVENUES:				
Taxes	$ 382,335	$ 1	$ 36,276	$ -
Licenses and permits	1,410	-	-	-
Fees of office	64,304	19,167	-	-
Intergovernmental	24,149	99	-	-
Investment income	4,476	277	428	3,468
Other revenues	11,589	323	-	1,529
Total revenues	488,263	19,867	36,704	4,997
EXPENDITURES:				
Current:				
General government	117,784	4,065	-	-
Public safety	143,530	-	-	-
Transportation support	-	23,244	-	-
Judicial	173,198	-	-	-
Community services	5,750	-	-	-
Capital outlay	60	-	-	37,240
Debt service:				
Principal payments	-	-	28,125	-
Interest and fiscal charges	-	-	9,158	-
Total expenditures	440,322	27,309	37,283	37,240
Excess (deficiency) of revenues over (under) expenditures	47,941	(7,442)	(579)	(32,243)
OTHER FINANCING SOURCES (USES):				
Transfers in	667	8,305	-	30,722
Transfers out	(40,389)	-	-	-
Total other financing sources (uses)	(39,722)	8,305	-	30,722
Change in fund balance	8,219	863	(579)	(1,521)
FUND BALANCES, beginning of year	81,535	11,433	1,841	145,440
FUND BALANCES, end of year	$ 89,754	$ 12,296	$ 1,262	$ 143,919

See accompanying notes to the financial statements

Grants	Other Governmental Funds	Total Governmental Funds
$ -	$ 181	$ 418,793
-	12	1,422
805	21,951	106,227
77,659	30,445	132,352
245	1,559	10,453
236	5,041	18,718
78,945	59,189	687,965
540	5,562	127,951
4,090	4,077	151,697
-	-	23,244
9,595	3,084	185,877
59,682	32,428	97,860
5,038	2,055	44,393
-	-	28,125
-	-	9,158
78,945	47,206	668,305
-	11,983	19,660
-	1,481	41,175
-	(667)	(41,056)
-	814	119
-	12,797	19,779
-	64,112	304,361
$ -	$ 76,909	$ 324,140

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

For the year ended September 30, 2019 (Amounts in thousands)

Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balances--total governmental funds	$	19,779
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period. (Note 2)		(6,930)
The net effect of various miscellaneous transactions involving capital assets (i.e., sales, trade-ins, and donations) is to decrease net position. (Note 2)		3,742
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		(7,129)
The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items. (Note 2)		28,909
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. (Note 2)		36,324
The change in net position of certain activities of internal service funds is reported with governmental activities.		2,472
Change in net position - governmental activities	$	77,167

See accompanying notes to the financial statements

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STATEMENT OF NET POSITION
PROPRIETARY FUNDS
September 30, 2019 (Amounts in thousands)

	Business-type Activities-Enterprise	Governmental Activities-Internal Service
ASSETS		
Current assets:		
Cash and cash equivalents	$ 3,065	$ 27,268
Other receivables, net of allowance for uncollectibles	92	3,554
Prepaid expenses and inventory	5	241
Total current assets	3,162	31,063
Noncurrent assets:		
Capital assets		
Land	2,071	-
Building and improvements, net	1,195	-
Equipment, net	172	-
Infrastructure, net	716	-
Total noncurrent assets	4,154	-
Total assets	7,316	31,063
DEFERRED OUTFLOWS OF RESOURCES		
Deferred pension outflows	373	-
Deferred OPEB outflows	25	-
Total deferred outflows of resources	398	-
LIABILITIES		
Current liabilities:		
Accounts payable	133	1,097
Other liabilities	23	5,014
Advance from capital projects fund	607	-
Unearned revenue	72	98
Compensated absences payable	91	-
Other post employment benefit liability	25	-
Other long term liabilities-current portion	-	3,481
Total current liabilities	951	9,690
Noncurrent liabilities:		
Other noncurrent liabilities	-	5,544
Net pension liability	969	-
Compensated absences payable	35	-
Other post employment benefit liability	498	-
Total noncurrent liabilities	1,502	5,544
Total liabilities	2,453	15,234
DEFERRED INFLOWS OF RESOURCES		
Deferred pension inflows	76	-
Deferred OPEB inflows	242	-
Total deferred inflows of resources	318	-
NET POSITION		
Investment in capital assets	4,154	-
Unrestricted	789	15,829
Total net position	$ 4,943	$ 15,829

See accompanying notes to the financial statements

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION PROPRIETARY FUNDS

For the year ended September 30, 2019 (Amounts in thousands)

	Business-type Activities-Enterprise	Governmental Activities-Internal Service
OPERATING REVENUES		
Building rental	$ 3,272	$ -
Charges for services - external	-	17,389
Charges for services - internal	-	54,546
Oil and gas royalties	111	-
Other revenues	5	5,523
Total operating revenues	3,388	77,458
OPERATING EXPENSES		
Personnel	1,098	-
Building and equipment	1,466	116
Depreciation and amortization	304	-
Self insurance claims	-	67,603
Insurance premiums	30	2,404
Other expenses	537	5,330
Total operating expenses	3,435	75,453
Operating income (loss)	(47)	2,005
NONOPERATING REVENUES		
Investment income	72	586
Total nonoperating revenues	72	586
Income before transfers	25	2,591
Transfers in	-	375
Transfers out	-	(494)
Change in net position	25	2,472
Net position - beginning of year	4,918	13,357
Net position - ending	$ 4,943	$ 15,829

See accompanying notes to the financial statements

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS

For the year ended September 30, 2019 (Amounts in thousands)

	Business-type Activities-Enterprise	Governmental Activities-Internal Service
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from customers and employees	$ 2,407	$ 24,471
Receipts from interfund charges	1,274	54,546
Payments to suppliers	(2,100)	-
Payments for claims and judgements	-	(74,799)
Payments to employees	(1,218)	-
Net cash provided by operating activities	363	4,218
CASH FLOWS FROM INVESTING ACTIVITIES		
Investment income	72	586
Net cash provided by investing activities	72	586
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Transfers in	-	375
Transfers out	-	(494)
Net cash used in noncapital financing activities	-	(119)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Purchase of capital assets	(363)	-
Net cash used in capital and related financial activities	(363)	-
NET INCREASE IN CASH AND CASH EQUIVALENTS	72	4,685
CASH AND CASH EQUIVALENTS, beginning of year	2,993	22,583
CASH AND CASH EQUIVALENTS, end of year	$ 3,065	$ 27,268
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:		
Income (loss) from operations	$ (47)	$ 2,005
Net cash provided by operating activities:		
Depreciation & amortization	304	-
Changes in assets and liabilities:		
Other receivables	19	1,549
Prepaid expenses and inventory	-	(47)
Pension related outflows	(229)	-
OPEB related outflows	(1)	-
Accounts payable	(67)	559
Other liabilities	2	142
Advance from capital projects fund	258	-
Unearned revenue	16	10
Pension liability	153	-
Pension related inflows	(69)	-
OPEB liability	(182)	-
OPEB related inflows	192	-
Compensated absences	14	-
Net cash provided by operating activities	$ 363	$ 4,218

See accompanying notes to the financial statements

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STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
September 30, 2019 (Amounts in thousands)

	Agency Funds
ASSETS	
Current assets:	
Cash, cash equivalents, and investments	$ 55,490
Other receivables	107
Restricted cash, cash equivalents, and investments	50,480
TOTAL ASSETS	$ 106,077
LIABILITIES	
Current liabilities:	
Accounts payable	$ 742
Due to third parties	105,335
TOTAL LIABILITIES	$ 106,077

See accompanying notes to the financial statements

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Tarrant County, Texas (the "County") is a political subdivision of the State of Texas and was organized in 1849. The County provides those services allowed by state statutes. These services include, but are not limited to, law enforcement, judicial proceedings, probation monitoring services, juvenile services, recording services related to judicial proceedings, public health and welfare, maintaining roads and bridges (principally within the unincorporated areas of the County) and other related governmental functions.

The accounting policies of the County conform to accounting principles generally accepted in the United States of America ("GAAP") applicable to governments. The Governmental Accounting Standards Board ("GASB") is the accepted primary standard-setting body for establishing governmental accounting and financial reporting principles. GASB periodically updates its codification of the existing standards. In fiscal year 2019, the County implemented GASB Statement No. 83, *Certain Asset Retirement Obligations* and GASB Statement No. 88, *Certain Disclosures related to Debt, including Direct Borrowing and Direct Placements.* The implementation of the other statements did not have a significant impact to the County. The following is a summary of the significant policies:

(a) Reporting Entity

The accompanying financial statements present the County and its component units, entities for which the government is considered to be financially accountable. Blended component units, although legally separate entities, are, in substance, part of the County's operations. Discretely presented component units are reported in separate columns in the government-wide financial statements (see note below for description) to emphasize they are legally separate from the County.

BLENDED COMPONENT UNITS

The Tarrant County Housing Finance Corporation ("TCHFC") provides financing for purchase of single family home mortgages and multifamily projects, both relating to low and moderate income residents. The County Commissioners Court created the TCHFC, but it is not a political subdivision of the County under state law. The criteria used to include the TCHFC as a blended component unit of the County include: the County is able to impose its will, as the TCHFC's board of directors and the Commissioners Court are the same and County staff maintain the books and records of the corporation. The TCHFC is reported in the other governmental column in the fund financial statements. All debt issued through TCHFC was conduit debt (see Note 7).

The Tarrant County Industrial Development Corporation ("TCIDC") provides financing through the issuance of industrial and manufacturing bonds, which promotes and encourages employment and the public welfare in the County. The criteria used to include the TCIDC as a blended component unit of the County include: the County is able to impose its will, as the TCIDC's board of directors and the Commissioners Court are the same and County staff maintain the books and records of the corporation. TCIDC is reported in the other governmental column in the fund financial statements. All debt issued through TCIDC was conduit debt (see Note 7).

DISCRETELY PRESENTED COMPONENT UNITS

The Tarrant County Hospital District ("TCHD") d/b/a JPS Health Network serves the citizens of the County by providing medical, dental and hospital care for the indigent and needy. The criteria used to determine inclusion as a discretely presented component unit are: TCHD is governed by a board of directors, which the County Commissioners Court appoints and removes at will, the County Commissioners Court approves the TCHD tax rate and annual budget, but does not provide any funding or hold title to any of the TCHD's

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assets, and TCHD cannot issue bonded debt without County Commissioners Court approval. Services provided by TCHD are to the citizenry and not to the County. TCHD's financial statements include the JPS Physicians Group and JPS Foundation as component units within the reporting entity. TCHD is reported in the government-wide financial statements.

My Health My Resources of Tarrant County ("MHMRTC") serves the citizens of the County by providing services to people with mental illness, substance abuse disorders, and intellectual or developmental disabilities. The criteria used to determine inclusion as a discretely presented component unit are: MHMRTC is governed by a board of directors which the County Commissioners Court may appoint and remove at will, the County Commissioners Court approves the MHMRTC budget, but does not hold title to any of its assets, and MHMRTC can issue bonded debt without the approval of the County Commissioners Court. The fiscal year end of MHMRTC is August 31 and the financial statements presented herein are as of August 31, 2019. MHMRTC has two component units, MHMR Visions which is included in their financial statements and Trinity Behavior Rehabilitation Corporation, which has had no financial activity and therefore is not included. MHMRTC is reported in the government-wide financial statements.

The Tarrant County Health Facilities Development Corporation ("TCHFDC") was created to provide, expand, and improve health facilities to improve the adequacy, cost and accessibility of health care, research, and education. TCHFDC is governed by a board of directors, which the County Commissioners Court may appoint and remove at will. TCHFDC had no significant balance sheet or results of operations as of and for the year ended September 30, 2019 and therefore are not included in the County's financial statements. All debt issued through TCHFDC was conduit debt (see Note 7). TCHFDC had no other operations.

The Tarrant County Cultural Education Facilities Finance Corporation ("TCCEFFC") was created to promote the health, education, and general welfare of citizens by providing financing for cultural, health and educational facilities. TCCEFFC is governed by a board of directors, which the County Commissioners Court may appoint and remove at will. TCCEFFC had no significant balance sheet or results of operations as of and for the year ended September 30, 2019, and therefore are not included in the County's financial statements. All debt issued through TCCEFFC was conduit debt (see Note 7). TCCEFFC had no other operations.

Complete financial statements for each of the following individual component units may be obtained at the units' administrative offices:

TCHD
1500 S. Main
Fort Worth, Texas 76104

MHMRTC
3840 Hulen Street
Fort Worth, Texas 76107

Separate financial statements of TCHFC, TCIDC, TCHFDC and TCCEFFC are not prepared.

(b) Basis of Presentation

GOVERNMENT-WIDE STATEMENTS

The statement of net position and the statement of activities display information about the primary government (the County) and its component units. These statements include the financial activities of the overall government, except fiduciary activities. For the most part, the effect of interfund activity has been removed from these statements, except for the rental charges from the Resource Connection. The elimination of these charges would distort the direct costs reported for the various functions concerned. These statements distinguish between the *governmental* and *business-type* activities of the County. Governmental activities

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generally are financed through taxes, intergovernmental revenues and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The statement of activities presents a comparison between expenses and program revenues for each function of the County's governmental activities and for the business-type activities of the County. Direct expenses are those that specifically associate with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include a) fees, fines and charges paid by the recipients of goods or services offered by the programs and b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

FUND FINANCIAL STATEMENTS

The fund financial statements provide information about the County's funds, including its fiduciary funds and blended component units. Separate statements for each fund category – *governmental, proprietary* and *fiduciary* – are presented in the combining financial statements. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental funds, internal service funds and fiduciary funds are aggregated and reported as nonmajor funds.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities. Operating expenses include cost of services, administrative expenses and depreciation on capital assets. Any expenses not meeting this definition are reported as nonoperating expenses.

The County reports the following major governmental funds:

General Fund – The General Fund is the primary operating fund of the County. It is used to account for all financial resources of the general government, except for those required to be accounted for in another fund.

Road and Bridge Fund – The Road and Bridge Fund accounts for the collection and expenditure of those monies designated to be spent for acquisition, construction, and maintenance of county roads and bridges. This constitutional fund is primarily financed with fees associated with vehicle registration.

Debt Service Fund – The Debt Service Fund accounts for the property tax revenues restricted for payment of principal and interest on long-term debt associated with the acquisition and/or construction of facilities, equipment, and infrastructure for the County.

Capital Projects Fund – The Capital Projects Fund accounts for bond proceeds and other committed resources to be used for the acquisition and/or construction of facilities, equipment, software, and infrastructure for the County.

Grants Fund – The Grants Fund accounts for the activities conducted under the many grant agreements between the County and various state and federal organizations.

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The County reports the following proprietary funds:

Resource Connection – The Resource Connection fund accounts for the activities of the Resource Connection, a campus of 16 buildings, which is a one-stop center providing employment, education, health and human services programs to clients through state and local governmental agencies and non-profit organizations. The County is the owner/landowner of the property and leases space to the various entities. The Resource Connection has a permanent gas pipeline easement and oil and gas lease agreement. The royalties from the oil and gas leases are used to finance capital improvements and capital purchases for the Resource Connection.

Internal Service Funds – These funds account for the County's self-insurance programs – employee benefits, general liability, and workers' compensation.

Additionally, the County reports the following fiduciary funds:

Agency Funds – These funds account for assets held by the County in an agent capacity, in the Registry of the Court, or as an agent for others. They include the Payroll Clearing fund for payroll deductions, the Fee Office fund for moneys in the custody of the fee office of the County, and Community Supervision and Corrections fund for activities of a state agency with funds in the County depository.

(c) Basis of Accounting

GOVERNMENT-WIDE, PROPRIETARY, AND FIDUCIARY FUND FINANCIAL STATEMENTS

The government-wide and proprietary fund financial statements are reported using the *economic resources measurement focus*. The government-wide, proprietary and fiduciary fund financial statements are reported using the *accrual basis of accounting*. Revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred regardless of when the related cash flow takes place. Non-exchange transactions, in which the County receives (or gives) value without directly giving (or receiving) equal value in exchange, include: property taxes, alcoholic beverage taxes, bingo taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

GOVERNMENTAL FUND FINANCIAL STATEMENTS

Governmental funds are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Under this method, revenues are recognized when measurable and available. The County generally considers revenues reported in the governmental funds to be available if the revenues are collected within sixty days after year-end. The primary revenue sources susceptible to accrual are property taxes, which is recorded as unavailable revenue if not collected within sixty days. Fees of office revenue is recorded as unavailable revenue until cash is received. Grant and certain contract revenue is recognized when the legal and contractual requirements of the individual programs are met. Expenditures are recorded when incurred. However, expenditures for principal and interest on general long-term debt, compensated absences, and claims and judgments are recorded when due. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of long-term debt and acquisitions under capital leases are reported as other financing sources.

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The proprietary funds are reported using *the economic resources measurement focus* and the *accrual basis of accounting*. The agency fund has no measurement focus but utilizes the *accrual basis of accounting* for reporting its assets and liabilities.

(d) Cash and Cash Equivalents and Investments

Cash and cash equivalents of the County are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

Investments in governmental pools are recorded at amortized cost or at net asset value, which is designed to approximate the share value. All other investments of the County are recorded at fair value within the fair value hierarchy established by generally accepted accounting principles and made pursuant to the Texas Public Funds Investments Act and investment policy established and approved by the Commissioners Court. Authorized investments include the following:

a. Obligations of the United States or its agencies and instrumentalities;
b. Direct obligations of the State of Texas;
c. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by the State of Texas or the United States;
d. Obligations of states, agencies, counties, cities and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of not less than A or its equivalent; certificates of deposit issued by state and national banks that has its main office or a branch office in Texas that are:
   (1) Guaranteed or insured by the FDIC, or its successor; or
   (2) Secured by obligation described by Items a-d above and that have a market value of not less than the principal amount of the certificate;
e. Fully collateralized direct repurchase agreements having a defined termination date, secured by obligations described by item a. above, pledged with a third party selected or approved by the County, and placed through a primary government securities dealer or a financial institution doing business in the State of Texas;
f. Commercial paper with a stated maturity of 365 days or less from the date of issuance that either:
   (1) is rated not less than A-1, P-1 or the equivalent by at least two nationally recognized credit rating agencies; or
   (2) is rated at least A-1, P-1 or the equivalent by at least one nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States or any state thereof.
g. Mutual funds and money market mutual funds:
   (1) No-load money market mutual funds are authorized if registered with and regulated by the SEC; provide the investing entity with a prospectus and other information required by the Securities and Exchange Act of 1934 or the Investment Company Act of 1940; and comply with Federal Securities and Exchange Commission Rule 2a-7
   (2) No-load mutual funds are authorized if registered by the SEC; have an average weighted maturity of less than two years; and either: (A) have a duration of one year or more and are invested exclusively in obligations approved by Chapter 2256.014 of the Government Code; or (B) have a duration of less than one year and the investment portfolio is limited to investment grade securities, excluding asset-backed securities and invested exclusively in obligations approved by this policy and rated no less than AAA or its equivalent; and invest dollar-for-dollar all County funds without sales commissions or loads
h. Investment pool as defined in Section 2256.016 of the Texas Government Code and rated no lower than AAA or its equivalent.

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(e) Supplies and Prepaid Items

Supplies are recorded by the County at cost using the average cost method. Under the consumption method of accounting for inventories, supplies are recorded as inventory until used. Once consumed, inventories are charged as expenditures.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements.

(f) Restricted Cash, Cash Equivalents, and Investments

Restricted cash, cash equivalents, and investments represent monies held by the County in an agent capacity, in the Registry of the Court, or for others and are reported in the fiduciary funds. The funds typically are court-ordered trust accounts and securities posted by bondsmen to secure bail bonds.

(g) Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads and bridges), are reported in the applicable governmental or business-type activities columns in the government-wide and proprietary fund financial statements at cost. The County defines capital assets as assets with an individual cost of more than $5,000 and an estimated useful life greater than 1 year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs are charged to operations when incurred. Betterments and improvements that add to the value of the asset, change capacity, or materially extend assets lives are capitalized.

Capital assets of the County are depreciated or amortized (including assets under capital leases) using the straight-line method over the lesser of the capital lease period or their estimated useful lives. There is no salvage value for infrastructure since these assets will not be sold, although, some benefit may still be provided by fully depreciated roads and bridges.

The following presents the estimated useful lives for capital assets of the County:

Infrastructure	7 - 35 years
Buildings and improvements	20 - 40 years
Furnishings and equipment	5 - 8 years
Software	5 - 8 years

(h) Long-term Obligations

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight line method, which

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approximates the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

(i) Pensions

For purposes of measuring the net pension liability, pension related deferred outflows and inflows of resources, and pension expense, County specific information about its fiduciary net position in Texas County and District Retirement System (TCDRS) and additions to/deductions from the County's fiduciary net position have been determined on the same basis as they are reported by TCDRS. For this purpose, benefit plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value to measure the net pension liability. Pensions are liquidated from the following funds: General, Road and Bridge, Grants, Resource Connection and Other Governmental funds.

(j) Compensated Absences

The liability for compensated absences reported in the government-wide and proprietary fund statements consists of accumulated earned but unpaid vacation and sick pay benefits and related fringe benefits associated with the payment of the compensated absences. Vacation pay is accrued, to a maximum amount of twice the employee's current accrual rate, and the vested portion of the sick leave is accrued for the employees eligible to receive payment upon termination, in accordance with County policy. Compensated absences are generally liquidated from the following funds: General, Road and Bridge, Grants, Resource Connection and Other Governmental funds.

(k) Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position reports a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The County has the following items that qualify for reporting in this category.

- Pension and OPEB contributions after measurement date – These contributions are deferred and recognized in the following fiscal year.
- Changes of actuarial assumptions used to determine pension liability – This difference is deferred and amortized over a closed six year period.
- Difference in projected and actual earnings on pension assets – This difference is deferred and amortized over a closed five year period.
- Deferred charge on refunding - A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded debt or refunding debt, using the straight line method, which approximates the effective interest method.

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In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The County has the following items that qualify for reporting in this category.

- Unavailable revenue - The Governmental Fund Balance Sheet reports unavailable revenues from two sources: property taxes and other revenue. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.
- Difference in expected and actual pension and OPEB experience - This difference is deferred and amortized over a closed six year period for pension and nine year period for OPEB.
- Changes of actuarial assumptions used to determine pension and OPEB liability – This difference is deferred and amortized over a closed six year period for pension and ten point eight and nine year periods for OPEB.

(l) Property Taxes

Property subject to taxation is real property and certain personal property situated in the County. Certain properties of religious, educational and charitable organizations are exempt from taxation. In addition, other special exemptions are allowed by the Commissioners Court of the County.

The County's ad valorem taxes are levied and become a legal enforceable claim, on October 1 on 100% of assessed valuation at a rate of $0.234 ($0.214135 for the maintenance and operations and $0.019865 for interest and sinking fund) per $100 valuation as of the preceding January 1. These taxes are due and payable from October 1 of the year in which levied until January 31 of the following year without interest or penalty. Taxes paid after January 31 of each year are subject to interest and penalty charges.

Collections of the current year's levy are reported as current collections if received within 60 days after year end.

The County's taxes on real property are a lien (as of the date of levy) against such property until paid. The County may foreclose on real property upon which it has a lien for unpaid taxes. Delinquent taxes on property not otherwise collected are generally paid when there is a sale or transfer of the property title.

Any liens and subsequent suits against the taxpayer for payment of delinquent personal property taxes are barred unless instituted within four years from the time such taxes became delinquent. Unlike real property, the sale or transfer of most personal property does not require any evidence that taxes thereon are paid.

(m) Fund Balance Classifications

In the fund financial statements, fund balances are classified depending on the relative strength of the spending constraints placed on the purposes for which resources can be used as follows:

Nonspendable Fund Balance

This classification includes amounts that cannot be spent because they are either not in spendable form or legally or contractually required to be maintained intact.

Restricted Fund Balance

This classification includes amounts constrained to specific purposes externally imposed by creditors (such as through debt covenants) grantor and contributors, or laws or regulations of other governments, or through constitutional provisions, or by enabling legislation.

Committed Fund Balance

This classification includes amounts that can only be used for specific purposes, pursuant to constraints imposed by formal action of the government's highest level of decision making authority. In the case of the County, a Commissioners Court order is the highest level of action.

Assigned Fund Balance

This classification includes amounts that are constrained by the County's intent to be used for specific purposes, but neither restricted nor committed. The Commissioners Court has not delegated this responsibility to anyone. Assigned fund balance consists of open purchase orders at year end.

Unassigned Fund Balance

This classification includes amounts that are available for any purpose. The County's general fund is the only fund that can report a positive fund balance amount. Governmental funds other than the general fund may report a negative unassigned fund balance if expenditures incurred for specific purposes exceed the amounts that are restricted, committed, or assigned to those purposes.

The County typically uses restricted fund balance first, followed by committed resources, and then assigned resources before unassigned resources.

(n) Net Position

Net position: Net Investment in Capital Assets

This component of net position is reported in the proprietary fund financial statements and in the government-wide financial statements and represents the difference between capital assets less both the accumulated depreciation and the outstanding balance of debt and related accounts, excluding unspent proceeds, that is directly attributable to the acquisition, construction or improvements of these capital assets.

Net position: Restricted

This component of net position is reported in the proprietary fund financial statements and in the government-wide financial statements and represents the difference between assets and liabilities that are restricted for specific use by legal or external restrictions. The County has four categories of restrictions: records management, which is restricted by state statute, contractual or donor imposed restrictions, transportation projects, and other restrictions imposed by state statute for a variety of purposes.

Net position: Unrestricted

This component of net position is reported in the proprietary fund financial statements and in the government-wide financial statements and represents the difference between assets and liabilities that is not reported in the other categories of net position; net invested in capital assets or restricted.

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2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

(a) Explanation of certain differences between the governmental fund balance sheet and the government-wide statement of net position

The governmental fund balance sheet includes a reconciliation between fund balance – total governmental funds and net position – governmental activities as reported in the government-wide statement of net position. One element of that reconciliation explains that "Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds." The details of this $832,701 difference are as follows (in thousands):

Bonds payable	$	266,375
Plus: Premium on issuance (to be amortized as interest expense)		11,884
Accrued interest payable		1,723
Capital lease payable		857
Compensated absences		45,913
Pension liability		342,755
Other postemployment benefits liability		163,194
Net adjustment to fund balance	$	832,701

Another element of that reconciliation explains that "Deferred outflows of resources are not reported in the funds." The details of this $145,650 difference are as follows (in thousands):

Deferred charges on debt refunding	$	3,524
Pension contributions after the measurement date		41,116
Changes in pension assumptions		7,085
Difference in projected and actual pension earnings		85,746
OPEB contributions after the measurement date		8,179
Net adjustment to fund balance	$	145,650

Another element of that reconciliation explains that Deferred inflows of resources are not reported in the funds. The details of this $99,131 difference are as follows (in thousands):

Changes in pension assumptions	$	6,603
Difference in projected and actual pension experience		18,672
Changes in OPEB assumptions		31,253
Difference in projected and actual OPEB experience		42,603
Net adjustment to fund balance	$	99,131

(b) Explanation of certain differences between the governmental fund statement of revenues, expenditures, and changes in fund balances and the government-wide statement of activities

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between net changes in fund balances – total governmental funds and changes in net position of governmental activities as reported in the government-wide statement of activities. One element of that reconciliation explains that "Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense." The details of this $6,930 difference are as follows (in thousands):

Capital outlay	$	22,421
Depreciation expense		(29,351)
Net adjustment to fund balance	$	(6,930)

Another element of that reconciliation states that "The net effect of various miscellaneous transactions involving capital assets (i.e., sales, trade-ins and donations) is to decrease net position." The details of this $3,742 difference are as follows (in thousands):

In the statement of activities, only the gain/loss on the sale of capital assets is reported. However, in the governmental funds, the proceeds from the sale increase financial resources. Thus, the change in net position differs from the change in fund balance by the cost of the capital assets sold.	$	(1,003)
Donations of capital assets increase net position in the statement of activities, but do not appear in the governmental funds because they are not financial resources.		4,745
Net adjustment to fund balance	$	3,742

Another element of that reconciliation states that "The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of issuance costs, premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities." The details of this $28,909 difference are as follows (in thousands):

Principal repayments:		
Limited tax refunding and general obligation debt	$	28,125
Capital lease		784
Net adjustment to fund balance	$	28,909

Another element of that reconciliation states that "Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds." The details of this $36,324 difference are as follows (in thousands):

Changes in:	
Compensated absences	$ (413)
Other postemployment benefits	55,662
Net pension liablility	(69,803)
Deferred pension outflows	83,738
Deferred pension inflows	23,507
Deferred OPEB outflows	725
Deferred OPEB inflows	(58,328)
Accrued interest payable	184
Amortization of deferred charge on refunding	(560)
Amortization of bond premiums	1,612
Net adjustment to fund balance	$ 36,324

3. CASH AND INVESTMENTS

Cash

At year-end, the County's carrying amount of cash (including restricted cash in the fiduciary funds) was $353,581,291 and the bank balance was $362,451,899, all of which was covered by Federal Depository Insurance Corporation or by collateral held by the County's agent in the County's name.

Investments

As of September 30, 2019 the County had the following investments and maturities (in thousands):

Investment Type	Carrying Amount	Maturity in Years less than 1	Maturity in Years 1 - 5	% of total Portfolio
Governmental funds:				
Certificates of deposit	$ 2,726	$ 2,056	$ 670	2.1%
Investment pools:				
TexPool	25,637	25,637	-	19.3%
Lone Star	27,493	27,493	-	20.8%
TexStar	30,693	30,693	-	23.2%
Texas CLASS	5,437	5,437	-	4.1%
Fiduciary funds:				
Certificates of deposit	40,445	18,146	22,299	30.5%
Total Investments	$ 132,431	$ 109,462	$ 22,969	100%

The County categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

As of September 30, 2019, investment pools and certificates of deposit are not classified in the fair value hierarchy. The recorded position of the pools for TexPool, Lone Star and Texas CLASS are measured at amortized cost

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as these pools meet the requirements of GASB Statement No. 79. The recorded position of the pool for TexStar is measured at net asset value and is designed to approximate the share value; however, the net asset value is not guaranteed or insured. All pools offer same day access to investments. The County has no unfunded commitments to these pools and may redeem investments at any time.

Regulatory oversight for the operations of these investment pools is found in the Public Funds Investment Act of the State of Texas. Required oversight for pools includes compliance with investment guidelines, annual independent audits and the establishment of oversight boards.

Interest rate risk: As a means of limiting its exposure to fair value losses arising from rising interest rates, the County's investment policy limits the County's investment holdings to maturities of less than 60 months. All investments will be in high quality securities with no perceived default risk.

Credit risk: In accordance with the County's investment policy, the primary objective of all investment activity is the preservation of capital and the safety of principal in the overall portfolio. Each investment transaction shall seek to ensure first that capital losses are avoided, whether they are from security defaults or erosion of market value. All external investment pools in which the County participates have a credit quality rating of "AAA" by Standard and Poor's. The debt securities of the U.S. Government sponsored entities, Federal Home Loan Bank, Federal Home Loan Mortgage Corporation, and Federal National Mortgage Association, are rated "AA+" by Standard and Poor's rating agency.

Custodial credit risk: For an investment, custodial credit risk is the risk that in the event of the failure of the counterparty, the County will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. County policy requires all investments to be acquired on a delivery vs. payment basis at the custodial agent from brokers independent of the custodial agent. As of September 30, 2019, all of the County's investments are held in the County's name.

Concentration of credit risk: The County will diversify its investments by institution. With the exception of US Treasury securities, no more than 50% of the County's total investment portfolio will be invested with a single financial institution.

Debt proceeds may be invested in a single security or investment if such an investment is necessary to comply with Federal arbitrage restrictions or to facilitate arbitrage record keeping and calculation. The County has more than 5% of its investments in several pools, the amount, type of investment, and percentage in the portfolio is listed in the table above.

The following is a reconciliation of cash and investments to the statement of net position (in thousands):

Cash	$ 353,581
Investments	132,431
Total	$ 486,012
Cash and investments per Statement of Net Position:	
Unrestricted	$ 380,042
Cash and investments per Statement of Fiduciary Net Position:	
Unrestricted	55,490
Restricted	50,480
Total	$ 486,012

4. RECEIVABLES AND ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS

The following is a summary of property taxes receivable and allowance for uncollectible accounts (in thousands):

	General	Road and Bridge	Debt Service	Total
Property taxes receivable	$ 28,627	$ 17	$ 4,115	$ 32,759
Allowance for uncollectibles	(22,816)	(10)	(3,488)	(26,314)
Net Taxes Receivable	$ 5,811	$ 7	$ 627	$ 6,445

The following is a summary of other accounts receivable for the County's individual major funds, nonmajor funds, internal service funds, and component units, including the allowance for uncollectible accounts (in thousands):

Governmental Funds	General	Road and Bridge	Debt Service	Capital Projects	Grants	Other Governmental Funds	Total
Accounts receivable	$ 3,357	$ 364	$ -	$ 32	$ 992	$ 2,558	$ 7,303
Fee office receivable	87,369	-	-	-	-	-	87,369
Intergovernmental receivable	1,328	405	6	-	18,503	1,173	21,415
Allowance for uncollectible	(84,109)	-	-	-	(332)	(47)	(84,488)
Net accounts receivable	$ 7,945	$ 769	$ 6	$ 32	$ 19,163	$ 3,684	$ 31,599

Proprietary Funds	Enterprise	Internal Service	Total
Accounts receivable	$ 93	$ 3,562	$ 3,655
Allowance for uncollectible	(1)	(8)	(9)
Net accounts receivable	$ 92	$ 3,554	$ 3,646

5. OPERATING LEASES - LESSOR

The County is the lessor in several cancelable operating leases to various entities for space at the Resource Connection, a 16-building, one-stop center providing employment, education, health and human services programs to clients through state and local governmental agencies and non-profit organizations. The County's investment in the property on the operating leases is as follows (in thousands):

	Carrying Value
Buildings	$5,676
Less: accumulated depreciation	(4,680)
Net carrying value	$996

6. CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2019 was as follows (in thousands):

	Balance October 1, 2018	Additions	Disposals	Transfers	Balance September 30, 2019
Governmental activities:					
Capital assets; not depreciated:					
Land	$ 66,309	$ 394	$ (123)	$ -	$ 66,580
Software in development	19,183	5,879	-	(387)	24,675
Construction in progress	2,002	1,153	-	(230)	2,925
Total capital assets not depreciated	87,494	7,426	(123)	(617)	94,180
Capital assets; being depreciated:					
Buildings and improvements	507,035	1,433	(1,024)	132	507,576
Furnishings and equipment	91,050	8,420	(5,255)	-	94,215
Software	49,438	504	-	387	50,329
Infrastructure	123,632	9,383	(2,553)	98	130,560
Total capital assets; being depreciated	771,155	19,740	(8,832)	617	782,680
Less accumulated depreciation for:					
Buildings and improvements	(191,097)	(14,431)	1,024	-	(204,504)
Furnishings and equipment	(68,477)	(7,069)	5,084	-	(70,462)
Software	(41,100)	(2,554)	-	-	(43,654)
Infrastructure	(72,950)	(5,297)	1,844	-	(76,403)
Total accumulated depreciation	(373,624)	(29,351)	7,952	-	(395,023)
Total capital assets; being depreciated, net	397,531	(9,611)	(880)	617	387,657
Governmental activities capital assets, net	$ 485,025	$ (2,185)	$ (1,003)	$ -	$ 481,837

Depreciation expense was charged to functions as follows (in thousands):

Governmental activities:	
General government	$ 15,700
Public safety	4,583
Transportation	8,522
Judicial	248
Community services	298
Total governmental activities depreciation expense	$ 29,351

	Balance October 1, 2018	Additions	Disposal	Adjustment	Balance September 30, 2019
Business-type activities:					
Capital assets; not depreciated:					
Land	$ 2,071	$ -	$ -	$ -	$ 2,071
Total capital assets not depreciated	2,071	-	-	-	2,071
Capital assets; being depreciated:					
Buildings and improvements	6,495	312	-	-	6,807
Furnishings and equipment	533	51	-	-	584
Infrastructure	1,392	-	-	-	1,392
Total capital assets; being depreciated	8,420	363	-	-	8,783
Less accumulated depreciation for:					
Buildings and improvements	(5,430)	(182)	-	-	(5,612)
Furnishings and equipment	(364)	(48)	-	-	(412)
Infrastructure	(602)	(74)	-	-	(676)
Total accumulated depreciation	(6,396)	(304)	-	-	(6,700)
Total capital assets; being depreciated, net	2,024	59	-	-	2,083
Business-type activities capital assets, net	$ 4,095	$ 59	$ -	$ -	$ 4,154

7. LONG-TERM DEBT AND LIABILITIES

General obligation debt and limited tax refunding bonds are generally payable from property tax revenues. Capital leases are payable from the capital projects fund. Pension liability, OPEB obligations and compensated absences are generally liquidated from the following funds: General, Road and Bridge, Grants, Resource Connection and Other Governmental funds.

All the long-term debt was issued to provide funds for the acquisition of land, buildings, materials and supplies, equipment, machinery and motor vehicles and for improvements, renovations, repairs and construction of County buildings, and for purchasing, constructing, reconstructing, renovating, rehabilitating, improving and maintaining streets, roads, highways and bridges within the County, including city, county and state roads, highways and bridges.

On May 13, 2006, the voters of Tarrant County overwhelmingly approved five bond propositions for a total of $433,120,000 to fund street, road and bridge improvements, a new jail facility, a new county/district courts building, expansion of the juvenile justice facilities, and new medical examiner and crime lab facilities. The County has issued $418,120,000 Limited Tax Bonds for this purpose.

At fiscal year-end, $158,812,823 of debt related proceeds have not been used in the calculation of net investment in capital assets. This amount includes proceeds that are not related to County capital projects, as these expenditures are related to interlocal agreements with municipalities for road and bridge improvements, not future assets owned by the County and other unspent bond proceeds.

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Long-term debt of the County consisted of the following at September 30, 2019 (in thousands):

Limited Tax Refunding and General Obligation - Series 2010 Original amount of $70,045 dated September 15, 2010, with interest rates from 2.0% 5.0%, payable in annual installments in varying amounts plus interest through 2030. The issuance included the refunding of Limited Tax Bonds $15,600 of the 2002 Limited Tax Bonds. $33,310 of the General Obligation was refunded with the 2017 issuance.	$	7,690
Limited Tax Refunding and General Obligation - Series 2013 Original amount of $72,260 dated September 1, 2013, with interest rates from 1.0% to 5.0%, payable in annual installments in varying amounts plus interest through 2033. The issuance included the refunding of $19,975 of the 2004 Limited Tax Refunding and Improvement Bonds and $17,235 of the 2005 Limited Tax Refunding Bonds.		47,120
Limited Tax Refunding and General Obligation - Series 2015 Original amount of $67,075 dated August 1, 2015, with interest rates from 2.0% to 5.0%, payable in annual installments in varying amounts plus interest through 2035. This issuance included the refunding of $32,455 of the 2007 Limited Tax Bonds.		61,895
Limited Tax Refunding and General Obligation - Series 2015A Original amount of $82,980 dated August 1, 2015, with interest rate of 1.97%, payable in annual installments in varying amounts plus interest through 2026. The issuance included the refunding of $5,465 of the 2005 Limited Tax Refunding Bonds and the $49,890 of the 2006 Limited Tax Bonds.		55,095
Limited Tax Refunding - Series 2016 Original amount of $70,905 dated August 1, 2016, with interest rate of 1.48%, payable in annual installments in varying amounts plus interest through 2028. The issuance included the refunding of $65,150 of the 2008 Limited Tax Bonds.		58,855
Limited Tax Refunding - Series 2017 Original amount of $36,860 dated August 14, 2017, with interest rate of 2.13%, payable in annual installments in varying amounts plus interest through 2030. The issuance included the refunding of $33,310 of the 2010 Limited Tax Refunding and Improvement Bonds. All of the debt defeased remains outstanding at September 30, 2019.		35,720
		266,375
Less - current maturities		25,930
Long-term debt, net of current maturities		240,445
Plus premiums		11,884
Long-term debt, net of current maturities, and premium	$	252,329

The premium is amortized over the life of the debt using the straight line method, which approximates the effective interest method.

The annual debt service payments to maturity for the County's bonds are as follows (in thousands):

Fiscal Year(s)	Bonds		Direct Placements		Total Principal & Interest
	Principal	Interest	Principal	Interest	
2020	$ 11,390	$ 5,552	$ 14,540	$ 2,717	$ 34,199
2021	9,300	4,983	17,470	2,460	34,213
2022	9,775	4,518	17,785	2,142	34,220
2023	8,370	4,029	18,105	1,817	32,321
2024	8,805	3,611	18,435	1,487	32,338
2025-2029	35,150	12,675	59,470	2,987	110,282
2030-2034	29,505	5,393	3,865	82	38,845
2035	4,410	220	-	-	4,630
Total	$ 116,705	$ 40,981	$ 149,670	$ 13,692	$ 321,048

The County has entered into a lease agreement for financing the acquisition of public safety radio equipment. The carrying value of the equipment as of September 30, 2019 is $139,642, which is $3,783,063 plus a trade-in amount of $317,700 less accumulated depreciation of $3,961,121. The County has also entered into a property lease agreement containing a leasehold improvement component. The carrying value of the leasehold improvement as of September 30, 2019 is $121,250, which is $150,000 less amortization of $28,750. The aforementioned equipment lease agreement and leasehold improvement qualify as capital leases for accounting purposes and, therefore, have been recorded at the present value of the future minimum lease payments as of the inception date.

The future minimum lease obligation and the net present value of the minimum lease payments as of September 30, 2019 is as follows (in thousands):

Fiscal Year	Governmental Activities
2020	$ 794
2021	38
2022	37
2023	3
Total minimum lease payments	$ 872
Less: amount representing interest	(15)
Present value of minimum lease payments	$ 857

The following is a summary of the changes in long-term liabilities of the County for the year ended September 30, 2019 (in thousands):

	Balance October 1, 2018	Additions	Retirements	Balance September 30, 2019	Amounts Due within One year
Governmental activities:					
Bonds payable	$ 294,500	$ -	$ (28,125)	$ 266,375	$ 25,930
Deferred amounts:					
Premium	13,496	-	(1,612)	11,884	-
Total bonds payable	307,996	-	(29,737)	278,259	25,930
Capital lease	1,641	-	(784)	857	786
Total	$ 309,637	$ -	$ (30,521)	$ 279,116	$ 26,716
Governmental activities:					
Compensated absences	$ 45,500	$ 35,346	$ (34,933)	$ 45,913	$ 33,021
Business-type activities:					
Compensated absences	$ 112	$ 99	$ (85)	$ 126	$ 91

Conduit Debt

Occasionally the Corporations established by Tarrant County issue conduit debt in the name of the Corporations to provide financial assistance to private sector entities for various purposes of public interest. The obligation for repayment of the debt rests with the private party benefiting from the proceeds of such debt. Neither the County nor the Corporations are obligated in any manner for repayment of the debt. Accordingly, the borrowings are not reported as liabilities in the accompanying financial statements.

The estimated amount of conduit debt outstanding at September 30, 2019 is as follows (in thousands):

Tarrant County Housing Finance Corporation	$ 217,198
Tarrant County Health Facilities Development Corporation	155,610
Tarrant County Cultural Education Facilities Finance Corporation	5,808,122
Total Conduit Debt	$ 6,180,930

Subsequent to year end, the Commissioners Court has approved for the Tarrant County Cultural Education Facilities Finance Corporation to issue debt for several entities, not to exceed $918,915,000.

8. DEFICIT NET POSITION

The following County fund had a deficit net position as of September 30, 2019 (in thousands):

Worker's Compensation	$ 5,081

The deficit net position is due to the accrual of future year liabilities of $7,571,749. This liability is based on an actuarial study. The County plans to continue to fund the current year workers compensation claims and maintain a $1,000,000 reserve for any unforeseen expenditures.

9. INTERFUND BALANCES AND ACTIVITY

The following is a summary of County interfund transfers, receivable and payables at September 30, 2019 and for the year then ended (in thousands):

Transfer From	Amount	Transfer To	Explanation
General Fund	$ 30,722	Capital Projects Fund	Supplement capital funds
General Fund	8,305	Road and Bridge	Supplement transportation services
General Fund	987	Other Governmental Funds	Supplement fund sources
General Fund	375	Internal Service Funds	Supplement self insurance fund
Internal Service Funds	494	Other Governmental Funds	Supplement fund sources
Other Governmental Funds	608	General Fund	Supplement courthouse security activity
Other Governmental Funds	59	General Fund	Supplement deferred prosecution program
	$ 41,550		

Funds Due From	Amount	Funds Due To	Explanation
Grants Fund	$ 15,544	General Fund	Short-term loan
Other Governmental Funds	31	General Fund	Short-term loan
	$ 15,575		

Advance From	Amount	Advance To	Explanation
Capital Project Fund	$ 607	Enterprise	Repayment for Medium Voltage Distribution Project to be repaid as funds are available.

10. DEFERRED COMPENSATION PLANS

The County offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. Various investment companies administer the plan. The plan, available to all employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency. The County has established a custodial legal trust arrangement with the investment companies, which administer the plan. Under these trust arrangements, all amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property or rights are solely the property and rights of the employees. Accordingly, the amounts invested with these investment companies are not included in the County's financial statements.

11. PENSION AND OTHER POST EMPLOYMENT BENEFIT PLANS

PENSION PLAN

(a) General Information about the Pension Plan

Plan Description

The County provides retirement, disability and death benefits for all of its full-time employees through a nontraditional defined benefit pension plan in the statewide Texas County and District Retirement System (TCDRS). TCDRS is an agent multiple-employer defined benefit pension plan. The Board of Trustees of TCDRS is responsible for the administration of the statewide agent multiple-employer public employee retirement system. TCDRS, in the aggregate, issues a comprehensive annual financial report (CAFR) on

a calendar year basis. The CAFR is available upon written request from the TCDRS Board of Trustees at Barton Oaks Plaza IV, Ste.500, 901 S. MoPac Expy, Austin, Texas 78746 or viewed at www.tcdrs.org.

Benefits Provided

Plan provisions are adopted by the Commissioners Court, within the options available in the Texas state statutes governing TCDRS (TCDRS Act). Members can retire at ages 60 and above with 8 or more years of service, with 30 years of service regardless of age, or when the sum of their age and years of service equals 75 or more. Members are vested after 8 years of service but must leave their accumulated contributions in the plan to receive any employer-financed benefit. Members who withdraw their personal contributions in a lump sum are not entitled to any amounts contributed by the County.

Benefit amounts are determined by the sum of the employee's contributions to the plan, with interest, and employer-financed monetary credits. The level of these monetary credits is adopted by the Commissioners Court within the actuarial constraints imposed by the TCDRS Act so that the resulting benefits can be expected to be adequately financed by the County's commitment to contribute. At retirement, death, or disability, the benefit is calculated by converting the sum of the employee's accumulated contributions and the employer-financed monetary credits to a monthly annuity using annuity purchase rates prescribed by the TCDRS Act.

Annually, the County reviews the plan to determine benefit and contribution levels. In August 2018 the County approved a 1% cost-of-living adjustment benefit increase effective January 1, 2019.

Employees Covered by Benefit Terms

At December 31, 2018, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	2,570
Inactive employees entitled but not yet receiving benefits	1,886
Active employees	4,188
Total	8,644

Contributions

The County has elected the annually determined contribution rate (ADCR) plan provisions of the TCDRS Act. The plan is funded by monthly contributions from both employee members and the County based on the covered payroll of employee members. Under the TCDRS Act, the contribution rate of the County is actuarially determined annually. The County contributed 19.5% for the calendar year 2018, which was 4.99% greater than the actuarially required contribution rate of 14.51% and contributed 19.5% for the calendar year 2019, which was 5.34% greater than the actuarially required contribution rate of 14.16%. The contribution rate payable by the employee members for calendar years 2018 and 2019 is 7% as adopted by the governing body of the County.

(b) Net Pension Liability

The County's net pension liability was measured as of December 31, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

Actuarial Assumptions

The total pension liability in the December 31, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.75 %	
Salary Increases	3.25 %	
Investment rate of return	8.10 %	(Includes 0.1 % to be gross of administrative expenses)

The County has a history of granting cost-of-living adjustments, therefore cost-of-living adjustments are considered to be substantively automatic under GASB 68. An annual 1% cost-of-living adjustment is included in the calculations.

The annual salary increase rates assumed for individual members vary by length of service and by entry-age group. The annual rates consist of a general wage inflation component of 3.25% (made up of 2.75% inflation and 0.50% productivity increase assumptions) and a merit, promotion and longevity component that on average approximates 1.60% per year for a career employee.

Mortality rates for depositing members were based on 90% of the RP-2014 Active Employee Mortality Table for males and females as appropriate, projected with 110% of the MP-2014 Ultimate scale after 2014. Service retirees, beneficiaries and non-depositing members were based on 130% of the RP-2014 Healthy Annuitant Mortality Table for males and 110% of the RP-2014 Healthy Annuitant Mortality Table for females, both projected with 110% of the MP-2014 Ultimate scale after 2014. Disabled retirees were based on 130% of the RP-2014 Disabled Annuitant Mortality Table for males and 115% of the RP-2014 Disabled Annuitant Mortality Table for females, both projected with 110% of the MP-2014 Ultimate scale after 2014.

The long-term expected rate of return on TCDRS assets is determined by adding expected inflation to expected long-term real returns, and reflecting expected volatility and correlation. The numbers shown on the following table are based on January 2019 information for a 10 year time horizon and are re-assessed at a minimum every four years, and is set based on a 30-year time horizon; the most recent analysis was performed in 2017. More information regarding Milliman's experience report may be obtained by contacting TCDRS at TCDRS.org. The target asset allocation was adopted by the TCDRS Board in April 2019. The geometric real rate of return is net of inflation, assumed at 1.7%.

Asset Class	Target Allocation	Geometric Real Rate of Return
US equities	10.5%	5.40%
Private equity	18.0%	8.40%
Global equities	2.5%	5.70%
International equities - developed	10.0%	5.40%
International equities - emerging	7.0%	5.90%
Investment-grade bonds	3.0%	1.60%
Strategic credit	12.0%	4.39%
Direct lending	11.0%	7.95%
Distressed debt	2.0%	7.20%
REIT equities	2.0%	4.15%
Master limited partnerships	3.0%	5.35%
Private real estate partnerships	6.0%	6.30%
Hedge funds	13.0%	3.90%
	100.00%	

Discount Rate

The discount rate used to measure the total pension liability was 8.1%. Using the alternative method, the projected fiduciary net position is determined to be sufficient compared to projected benefit payments based on the funding requirements under the County's funding policy and the legal requirements under the TCDRS Act.

1. TCDRS has a funding policy where the unfunded actuarial accrued liability (UAAL) shall be amortized as a level percent of pay over 20-year closed layered periods.
2. Under the TCDRS Act, the County is legally required to make the contribution specified in the funding policy.
3. The County's assets are projected to exceed its accrued liabilities in 20 years or less. When this point is reached, the County is still required to contribute at least the normal cost.
4. Any increased cost due to the adoption of a COLA is required to be funded over a period of 15 years.

Since the projected fiduciary net position is projected to be sufficient to pay projected benefit payments in all future years, the discount rate for purposes of calculating the total pension liability and the net pension liability of the County is equal to the long-term assumed rate of return on investments.

(c) Changes in Net Pension Liability (in thousands):

	Increase (Decrease)		
	Total Pension Liability (a)	Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balances as of December 31, 2017	$ 1,667,799	$ 1,394,031	$ 273,768
Changes for the year:			
Service cost	39,155	-	39,155
Interest on total pension liability[1]	135,469	-	135,469
Effect of assumption changes or inputs[2]	(60,557)		(60,557)
Difference between expected and actual activity	(1,393)	-	(1,393)
Refunds of contributions	(2,068)	(2,068)	-
Benefit payments	(71,926)	(71,926)	-
Employer contributions	-	51,604	(51,604)
Member contributions	-	18,518	(18,518)
Net investment loss	-	(26,041)	26,041
Administrative expenses	-	(1,096)	1,096
Other[3]	1,780	1,513	267
Net changes	40,460	(29,496)	69,956
Balances as of December 31, 2018	$ 1,708,259	$ 1,364,535	$ 343,724

[1] Reflects the change in the liability due to the time value of money. TCDRS does not charge fees or interest.
[2] Reflects plan changes adopted effective in 2019. Also reflects change in substantively automatic COLA valued.
[3] Relates to allocation of sytem-wide items.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the County, calculated using the discount rate of 8.1%, as well as what the County's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (7.1%) or 1-percentage-point higher (9.1%) than the current rate (in thousands):

	1% Decrease 7.10%	Current Discount Rate 8.10%	1% Increase 9.10%
Total pension liability	$ 1,928,695	$ 1,708,259	$ 1,522,378
Fiduciary net position	1,364,535	1,364,535	1,364,535
Net pension liability	$ 564,160	$ 343,724	$ 157,843

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued TCDRS financial report.

(d) Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended September 30, 2019 the County recognized pension expense of $15,766,829. As of September 30, 2019, the County reported deferred outflows of resources and deferred inflows of resources related to pension from the following sources (amounts in thousands):

	Governmental Activities	Business-type Activities	Total
Deferred Outflows of Resources			
Changes of assumptions	$ 7,085	$ 21	$ 7,106
Net difference between projected and actual earnings	85,746	240	85,986
Contributions subsequent to the measurement date	41,116	112	41,228
Total deferred ouflows of resources	$ 133,947	$ 373	$ 134,320
Deferred Inflows of Resources			
Differences between expected and actual experience	$ 18,672	$ 56	$ 18,728
Changes of assumptions	6,603	20	6,623
Total deferred inflows of resources	$ 25,275	$ 76	$ 25,351

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pension, other than contributions subsequent to the measurement date, will be recognized in pension expense as follows (in thousands):

Year ended September 30:	Amount
2019	$ 28,580
2020	9,371
2021	6,856
2022	23,166
2023	(232)
after 2023	0

(e) Payable to the Pension Plan

At September 30, 2019 , the County reported a payable of $5,611,499 for the outstanding amount of contributions to the pension plan required for the year ended September 30, 2019.

OTHER POSTEMPLOYMENT BENEFIT PLAN

(a) General Information about the Other Postemployment Benefit Plan

Plan Description

The County's group medical plans ("Plan") are administered through the Public Employee Benefits Cooperative. The Plan is a single employer defined benefit healthcare plan funded on a pay-as-you-go basis. OPEB includes health insurance and Medicare supplements.

Benefits Provided

Tarrant County provides medical, dental, and vision insurance benefits, as well as mental health benefits to its retired employees and their dependents. An employee must be eligible for retirement and currently enrolled in the Plan to be eligible for retiree insurance. A separate audited report is not available.

Local Government Code Section 157.1010 assigns the authority to establish and amend benefit provisions to Commissioners Court. The County is under no legal obligation to pay these premiums, and the decision to provide these benefits is made by the Commissioners Court on a year-to-year basis.

The rates are set annually by the Commissioners Court based on the combination of premiums and prior year costs of the self-funded portion of the Plan. The Plan is funded on a pay-as-you-go basis.

Employees Covered by Benefit Terms

At September 30, 2018, the measurement date, the following participants were covered by the Plan:

Retired participants and surviving spouses	967
Active participating employees	4,079
Total	5,046

(b) Total OPEB Liability

The County's total OPEB liability of $163,715,410 was measured as of September 30, 2018, and was determined by an actuarial valuation as of that date.

Actuarial Assumptions and Other Inputs

The total OPEB liability at September 30, 2018 was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation Rate	3.00%
Discount rate	4.18%, based on the Bond Buyer 20-Bond GO Index
Healthcare cost trend rates	6.50% for 2018, decreasing 0.50% each year until reaching the ultimate trend rate of 4.50%
Stop Loss Fees	6.50% for 2018, decreasing 0.50% each year until reaching the ultimate trend rate of 4.50%
Administrative Fees	4.50% for all years
Salary Increases	Varies by entry age and years of service between 3.77% and 8.41%
Mortality Table	PUB 2010 generational table scaled using MP-19 and applied on a gender-specific basis

Retirees share of benefit-related costs

Pre-65 Retirees:

Participants who retired prior to October 1, 2005, and their covered spouses are assumed to pay contributions equal to 17% of gross pre-65 costs. For all future retirees and all current retirees who retired on or after October 1, 2005, pre-65 retiree contributions are based on years of service at retirement, according to the chart below. These contribution percentages are applied against pre-65 per capita costs, which are based on pre-65 retirees only.

Years of service at retirement	Retiree contribution percentage
0-9	100%
10-14	75%
15-19	55%
20-24	40%
25+	20%

Post-65 Retirees:

There is no County subsidy for participants with less than 10 years of service at retirement. For participants with 10+ years of service, the County provides a subsidy that varies between the Medicare Supplement and Medicare Advantage plans. Additionally, beginning with plan year 2014, the County adopted a 3% soft cap for its post-65 retirees. The County will have increases of no more than 3% year-over-year from 2014 forward, with the remainder of any annual increase passed on to the retirees.

Termination for active employees or rate of withdrawal is based on Texas County & District Retirement System (TCDRS) Actuarial Valuation as of December 31, 2017. The rate of withdrawal for reasons other than death and retirement is dependent on an employee's age and years of service. The tables were adjusted for "Extra Low" termination group.

The actuarial assumptions used in the September 30, 2018 valuation were based on the results of an actuarial experience study for the period January 1, 2013 through December 31, 2017.

(c) Changes in Total OPEB Liability (in thousands):

	Total OPEB Liability
Balances as of September 30, 2017	$ 219,561
Changes for the year:	
Service cost	11,025
Interest	8,236
Difference between expected and actual experience	(48,089)
Changes in assumptions or other inputs	(19,539)
Benefit payments	(7,479)
Net changes	(55,846)
Balances as of September 30, 2018	$ 163,715

Changes of assumptions since the prior valuation

- The base mortality table was updated from the RP-2014 (with adjustments) to the PUB-2010
- The mortality improvement scale was updated from MP-2014 to MP-2019
- The discount rate increased from 3.64% to 4.18%
- Lower ultimate healthcare trends were used, along with faster grading

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the County, calculated using the discount rate of 4.18%, as well as what the County's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (3.18%) or 1-percentage-point higher (5.18%) than the current rate (amounts in thousands):

	1% Decrease 3.18%	Current Discount Rate 4.18%	1% Increase 5.18%
Total OPEB liability	$ 191,547	$ 163,715	$ 139,158

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following presents the total OPEB liability of the County, calculated using the current HCA Consulting trend study and are applied on a select and ultimate basis. Select trends are reduced by .50% each year until reaching the ultimate trend rate of 4.50%. Medical and RX Benefits (Pre & Post 65) were calculated using a 6.50% trend and reduced by .50% each year after until reaching the ultimate trend rate of 4.50%. Stop Loss Fees were calculated using a 6.50% trend and reduced by .50% each year after until reaching the ultimate trend rate of 4.50%. Administrative Fees were calculated using 4.5% each year (amounts in thousands):

	1% Decrease	Medical, RX, & Stop Loss 6.50% Administrative Fees 4.50% Current	1% Increase
Total OPEB liability	$ 140,795	$ 163,715	$ 191,547

(d) OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended September 30, 2019, the County recognized OPEB expense of $10,152,921. As of September 30, 2019, the County reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources (amounts in thousands):

	Governmental Activities	Business-type Activities	Total
Deferred Outflows of Resources:			
Contributions subsequent to the measurement date	$ 8,179	$ 25	$ 8,204
Deferred Inflows of Resources:			
Differences between expected and actual experience	31,253	102	31,355
Changes in assumptions	42,603	140	42,743

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows (amounts in thousands):

Year ended September 30:	Amount
2020	$ 9,109
2021	9,109
2022	9,109
2023	9,109
2024	9,109
after 2024	28,556

(e) Additional Disclosures

Texas Local Government Code, Chapter 175 requires counties to make available continued health benefits coverage under certain circumstances to retirees and their dependents beyond the end of an individual's employment with the County by permitting covered employees to purchase continued health benefits coverage in retirement. Texas Law does not require counties to fund all or any portion of such coverage.

Because the County is given the authority to pay OPEB for its retired employees, it may incur a debt obligation to pay for OPEB so long as the county follows the constitutional requirement that it have sufficient taxing authority available at the time such debt is incurred to provide for the payment of the debt and has in fact levied a tax for such purpose concurrently with the incurrence of the debt. Any debt incurred in contravention of this constitutional requirement is considered void and payment will not be due. Tarrant County has not incurred a legal debt obligation for OPEB and has not levied a tax for the same. The County funds the costs associated with OPEB on a current "pay as you go" basis for a single fiscal year through an annual appropriation authorized by Commissioners Court during the County's annual budget adoption process.

GAAP requires governmental organizations to recognize a net OPEB liability measured by an actuary, even though it may not have a legally enforceable obligation to pay OPEB benefits.

The County implemented GASB 75 during fiscal year 2018. Accordingly, information and amounts presented in the County's Comprehensive Annual Financial Report relative to OPEB expenses/expenditures, related deferred outflows, deferred inflows, liabilities (assets), note disclosures, and supplementary information are only intended to achieve compliance with the requirements of generally accepted accounting principles and does not constitute or imply that the County has made a commitment or is legally obligated to provide OPEB benefits.

12. COMMITMENTS

Encumbrances

Encumbrances are commitments related to unperformed contracts for goods or services (i.e. purchase orders). At year end, the County's governmental funds had the following outstanding encumbrances (amounts in thousands):

General	$	3,374
Road and Bridge		1,969
Capital Projects		27,187
Grants		10,423
Other Governmental Funds		2,677
Total	$	45,630

Construction and other significant commitments

The County has several active construction and software development projects as of September 30, 2019. The County has also entered into agreements with cities and the Texas Department of Transportation to assist with the funding of transportation projects to mitigate congestion and improve air quality within Tarrant County.

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At fiscal year end the County's commitments with contractors and municipalities are as follows (in thousands):

Project:	Spent to date	Remaining Commitment
Juvenile justice complex	$ 3,593	$ 987
Southwest subcourthouse expansion	16,507	332
Criminal courts software	17,512	168
Jail management system	6,276	173
Transportation projects	22,376	16,497
Total	$ 66,264	$ 18,157

The County has no material future operating lease commitments. Total rental expense incurred for the County for fiscal year 2019 was $2,936,631.

13. CONTINGENCIES

The County participates in a number of state and federally assisted grant programs. These programs are subject to program compliance audits by the grantors or their representatives. Such compliance audits of these programs for the periods ended September 30, 2019 have not yet been completed. Accordingly, the County's compliance with applicable grant or contract requirements will be established at some future date. The amount, if any, of expenditures, which may be disallowed by the granting agencies, cannot be determined at this time, and, accordingly, no accrual has been made for them, as management believes these to be immaterial.

The County is party to lawsuits and claims in the ordinary course of operations. Some areas such as law enforcement and the judicial process generate increased opportunities for claims and suits. County management believes the outcome of these legal matters would not have a material adverse effect on the County's financial position.

The County is self-insured for workers' compensation, automobile bodily injury and property damage, comprehensive general liability and all self-insured retentions for existing policies. It is the opinion of County management that the amounts accrued at September 30, 2019 are adequate to provide for potential losses resulting from pending or threatened litigation, asserted claims and claims incurred but not reported.

14. SELF-INSURANCE PROGRAMS

The County is exposed to various risks of loss in its normal daily operations. These risks include tort claims, theft/damage of County assets, errors and omissions, injury to employees and natural disasters. Additionally, the County self-insures a portion of the employee group health care plans.

The County has established three separate self-insurance funds (Internal Service) to account for these operations. The three funds are:

Employee Benefits Fund – accounts for County employee benefits.

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Self-Insurance Fund – accounts for general liability, law enforcement, public officials' errors and omissions, medical malpractice and automobile physical damage.

Workers Compensation Fund – accounts for workers compensation claims.

Commercial insurance has been obtained for most instances of physical property damage. Coverage and deductible amounts are as follows:

	Coverage	Deductible
Buildings	$600,000,000	$ 250,000/500,000
Boilers and machinery	100,000,000	25,000
Scheduled heavy equipment	23,119,756	15,000
Scheduled equipment	44,515,838	2,500

The County purchases full coverage insurance on vehicles that operate under certain grants. The County also purchases several crime policies to cover exposure to employee dishonesty in different departments. These carry a coverage amount of $2,000 to $2,000,000 with a deductible of $500 to $20,000.

The District Clerk Errors and Omissions Fund and the County Clerk Errors and Omissions Fund were established pursuant to state law and provide for the collection of a fee for certain cases filed with the respective clerks.

During fiscal year 2019, the County purchased an excess workers' compensation policy with a $1,000,000 per occurrence retention.

Beginning in fiscal 1994, the County elected to self-insure a portion of the employee/retiree group health care program. Specifically, employees and retirees are offered options for group health coverage, some of which provide an insured coverage based on fixed premiums while others are self-insured programs. The self-insured options are re-insured to prevent extraordinary or catastrophic losses. Dental coverage is offered with one option being a self-insured indemnity plan, and all other options being fixed premium Dental Maintenance Organization plans. At September 30, 2019, 3,622 and 3,371 employees participate in health care coverage and dental coverage, respectively.

Change in the accrued liability in the Employee Benefits Fund for the last two years is as follows (in thousands):

	2018	2019
Beginning liability	$ 3,976	$ 4,434
New claims/adjustments	59,034	65,311
Claims paid/adjustments	(58,576)	(65,115)
Ending liability	$ 4,434	$ 4,630

For the year ended September 30, 2019, an actuarial study was obtained for the Workers' Compensation Fund and the Self-Insurance Fund. This study was used as a basis for determining the liability at September 30, 2019

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Change in the accrued liability in the Workers' Compensation Fund and Self-insurance Fund for the last two years is as follows (in thousands):

	2018	2019
Beginning liability	$ 8,602	$ 9,447
New claims/adjustments	2,976	2,949
Claims paid/adjustments	(2,976)	(2,949)
Other - change in estimate	845	(422)
Ending liability	$ 9,447	$ 9,025
Amount due within 1 year	$ 3,529	$ 3,481

There were no significant reductions in insurance coverage from the prior year, nor did any settlement exceed coverage for the past three years.

15. ECONOMIC DEVELOPMENT AGREEMENTS

Tax Incremental Financing Agreements

The County participates in several Tax Increment Financing ("TIF") Districts with other governmental entities through Interlocal Agreements. TIF is an economic development tool used by local governments to finance public improvements within a defined geographic area. For the year a TIF District is created, the taxable assessed value of real property located in the District is generally frozen for the duration of the agreement. The subsequent development and redevelopment of properties within the District increases taxable appraised values. The incremental taxes collected are returned to the entity that initially financed the improvements, e.g., city contributions, city bond fund or developer advances. The Texas Property Tax Code, Chapter 311 represents legislation governing Tax Increment Financing. The TIF contribution is recorded as a reduction of tax revenue.

Subsequent to year end, the County approved participation in several agreements. 1) City of Crowley Tax Increment Financing Reinvestment Zone #1, beginning with tax year 2019, at a participation rate of 75% of its collected incremental tax revenue up to a maximum cumulative contribution of $34,308,629; 2) City of Grand Prairie Tax Increment Financing Reinvestment Zone #1, beginning with tax year 2019, at a participation rate of 50% of its collected incremental tax revenue up to a maximum cumulative contribution of $6,953,909; 3) City of North Richland Hills Tax Increment Financing Reinvestment Zone #3, beginning with tax year 2020, at a participation rate of 25% of its collected incremental tax revenue up to a maximum cumulative contribution of $1,707,150.

Also, subsequent ot year end, the County approved amendment #1 to the City of Arlington Tax Increment Financing Zone #1 (Downtown), which decreased the participation rate to 70% of the County's Maintenance and Operations tax rate, extended the term of the zone by twenty years and increased the County's maximum tax increment contribution to $7,907,710.

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The following table illustrates the County's participation (in thousands):

Name	Participation Rate	Taxes Forgone During 2019
City of Arlington #1 (maintenance and operation rate only)	100%	$ 318
City of Arlington #5	70%	475
City of Arlington #6	75%	873
City of Azle #1	50%	30
City of Benbrook #1	100%	319
City of Euless #3	75%	381
City of Euless #4	75%	9
City of Everman #1	50%	6
City of Fort Worth #3	40%	673
City of Fort Worth #4	50%	671
City of Fort Worth #7	80%	2,004
City of Fort Worth #8	40%	407
City of Fort Worth #9	80%	941
City of Fort Worth #10	50%	113
City of Fort Worth #12	100%	199
City of Fort Worth #13	80%	308
City of Fort Worth #14	50%	170
City of Fort Worth #15	50%	51
City of Haltom City #1	75%	<1
City of Kennedale #1	75%	15
City of Mansfield #1	30%	131
City of Mansfield #2	75%	80
City of North Richland Hills #1	100%	46
City of North Richland Hills #2	100%	1,086
City of Richland Hills #1	75%	23
City of Sansom Park #1	80%	55
Town of Trophy Club #1	60%	26
		$ 9,410

The following TIF's had no increase to the taxable appraised value, therefore, no taxes were forgone:

Name	Participation Rate
City of Fort Worth #6	100%

Tax Abatements

Chapter 312 of the Texas Property Tax Code, Property Redevelopment and Tax Abatement Act, grants the Commissioners Court the authority to execute tax abatement agreements for the County and on behalf of the Tarrant County Hospital District (TCHD). The County enters into economic development agreements with businesses that locate or expand within the County with the expectation of stimulating the economy and tax base.

County policy grants tax abatements on ad valorem real and personal property that is expected to produce a minimum added assessed value of 1) $5,000,000 for new business, with creation of 25 jobs, 2) $3,000,000 for expansion or modernization of existing business, sustaining existing employment levels, or 3) agreed upon additional evaluation criteria. The agreements provide for a reduction of incremental assessed value over a period not to exceed ten years. Some agreements provide for repayment of forgone taxes if the business fails to meet certain criteria.

No commitments have been made as part of the agreements other than to reduce incremental assessed values. The County is not subject to tax abatement agreements entered into by other governmental entities.

For the fiscal year ended September 30, 2019, the County's and TCHD's abated property taxes were (in thousands):

Tax Abatement	# of Entities	Assessed Value Abated	Total Amount of Taxes Forgone	
			County	TCHD
Multi-Family Residential Development	1	80%	$ 63	$ 52
Corporate Offices/Data Center	4	40 - 75%	1,837	1,069
Convention Center Hotel	1	60 - 80%	149	-
Manufacturing Facility	4	30 - 70%	841	786
Total Abated Taxes			$ 2,890	$ 1,907

The County has entered into tax abatement agreements which begin in future years for the following:

Tax Abatement	# of Entities	Partipation %
Multi-Family Residential Development	1	50 - 70%
Mixed Use Development	1	50%
Corporate Offices/Data Center	2	40 - 70%
Manufacturing Facility	2	40 - 70%
Maintenance/Operations Facility	1	40 - 50%
Office/Warehouse Facility	1	50%

16. FUND BALANCES

The following is the detail of the County's fund balances at September 30, 2019 (in thousands):

	General	Road and Bridge	Debt Service	Capital Projects	Grants	Other Governmental Funds	Total
Nonspendable:							
Supplies/prepaid items	$ 2,825	$ 973	$ -	$ -	$ 1,997	$ 71	$ 5,866
	2,825	973	-	-	1,997	71	5,866
Restricted:							
Law library	-	-	-	-	-	998	998
Records management	-	-	-	-	-	18,637	18,637
Education	-	-	-	-	-	202	202
Public health	-	-	-	-	-	2,897	2,897
Law enforcement and prosecution	-	-	-	-	-	6,415	6,415
Contractual agreement	-	-	-	-	-	2,671	2,671
Court designated	-	-	-	-	-	2,840	2,840
VIT administration	-	-	-	-	-	1,394	1,394
Construction and equipment	-	-	-	35,202	-	-	35,202
Transportation project	-	-	-	43,070	-	-	43,070
	-	-	-	78,272	-	36,054	114,326
Committed:							
Law library	-	-	-	-	-	154	154
Records management	11	-	-	-	-	1,057	1,068
Public health	-	-	-	-	-	33,901	33,901
Law enforcement and prosecution	40	-	-	-	-	467	507
Contractual agreement	87	-	-	-	-	590	677
Court designated	-	-	-	-	-	360	360
Construction and equipment	-	-	-	63,239	-	-	63,239
Transportation project	-	11,323	-	2,408	-	-	13,731
Debt service	-	-	1,262	-	-	-	1,262
	138	11,323	1,262	65,647	-	36,529	114,899
Assigned:							
Economic development	-	-	-	-	-	4,255	4,255
Purchases on order	3,236	-	-	-	-	-	3,236
Subsequent year's budget: appropriation of fund balance	7,558	-	-	-	-	-	7,558
	10,794	-	-	-	-	4,255	15,049
Unassigned	75,997	-	-	-	(1,997)	-	74,000
Total Fund Balance	$ 89,754	$ 12,296	$ 1,262	$ 143,919	$ -	$ 76,909	$ 324,140

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17. JOINT VENTURE

The County has formed a Local Government Corporation, along with certain other government organizations, to coordinate the joint development of court software, known as Techshare. The arrangement is organized as a hybrid of a joint venture and joint operations. To date all investment into Techshare has been made as undivided interests in separately-owned assets and is accounted for as such.

18. RECENT ACCOUNTING PRONOUNCEMENTS

The County is currently reviewing the following GASB statements and has not determined the impact these statements will have on its financial statements:

GASB Statement No. 84, *Fiduciary Activities***,** is effective for the County beginning fiscal year 2020. This statement establishes criteria for identifying activities that should be reported and clarifies whether and how business-type activities should report their fiduciary activities

GASB Statement No. 87, *Leases*, is effective for the County beginning fiscal year 2021. The statement establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset.

GASB Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period,* is effective for the County beginning fiscal year 2021. This Statement establishes accounting requirements for interest cost incurred before the end of a construction period.

GASB Statement No. 90, *Majority Equity Interests—an amendment of GASB Statements No. 14 and No. 61,* is effective for the County beginning fiscal year 2020. The statement defines a majority equity interest and establishes the accounting and financial reporting required.

GASB Statement No. 91, *Conduit Debt Obligations,* is effective for the County beginning fiscal year 2022. The statement establishes a single method for accounting and reporting conduit debt by clarifying the definition of a conduit debt obligation.

GASB Statement No. 92, *Omnibus 2020,* is effective for the County beginning fiscal year 2021. This statement addresses a variety of topics including issues related to clarify the implementation of Statements 73, 74, 83, 84 and 87.

19. SUBSEQUENT EVENTS

In response to the Coronavirus (COVID-19), the County Judge issued a Declaration of Local Disaster due to a Public Health Emergency on March 13, 2020. The effect of COVID-19 on the financial condition of the County is undeterminable at this date.

20. TARRANT COUNTY HOSPITAL DISTRICT NOTES

(a) Nature of Operations and Summary of Significant Accounting Policies

Cash and Cash Equivalents and Investments

TCHD considers all liquid investments with original maturities of three months or less to be cash equivalents. At September 30, 2019, cash equivalents consisted primarily of money market accounts with brokers and state investment pools.

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Investments and Investment Income

Investments in U.S. Treasury, agency and instrumentality obligations with a remaining maturity of one-year or less at time of acquisition and in non-negotiable certificates of deposit are carried at amortized cost. Investments in external investment pools qualify for amortized cost under GASB Statement No. 79, *Certain External Investment Pools and Pool Participants*, are carried at amortized cost per share. All other investments are carried at fair value.

Investment income includes dividend and interest income, realized gains and losses on investments carried at other than fair value and the net change for the year in the fair value of investments carried at fair value.

Patient Accounts Receivable

TCHD reports patient account receivable for services rendered at net realizable amounts from third-party payers, patients and others. TCHD provides an allowance for uncollectible accounts based upon a review of outstanding receivables, historical collection information and existing economic conditions.

Supplies

Supply inventories are stated at the lower of cost, determined using the first-in, first-out method or market.

Capital Assets

Capital assets are recorded at cost at the date of acquisition, or acquisition value at the date of donation if acquired by gift. Depreciation is computed using the straight-line method over the estimated useful life of each asset. Assets under capital lease obligations and leasehold improvements are depreciated over the shorter of the lease term or their respective estimated useful lives. The following estimated useful lives:

Land improvements	10 - 20 years
Buildings and improvements	10 - 40 years
Equipment	3 - 20 years
Computer software	3 - 10 years

TCHD capitalizes interest costs as a component of construction in progress, based on the weighted-average rates paid for long-term borrowing. Total interest incurred was $929,000.

Compensated Absences

TCHD policies permit most employees to accumulate vacation and sick leave benefits that may be realized as paid time off or, in limited circumstances, as a cash payment. Expense and the related liability are recognized as benefits are earned whether the employee is expected to realize the benefit as time off or in cash. Compensated absence liabilities are computed using the regular pay and termination pay rates in effect at the balance sheet date, plus an additional amount for compensation-related payments as social security and Medicare taxes computed using rates in effect at that date.

Defined Benefit Pension Plan

TCHD sponsors a defined benefit pension plan (Plan) as more fully described in Note (k). For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Plan and additions to and deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

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Deferred Outflows/Inflows of Resources

Transactions not meeting the definition of an asset or liability that result in the consumption or acquisition of net position in one period that are applicable to future periods are reported as deferred outflows of resources and deferred inflows of resources. As of September 30, 2019, TCHD's deferred outflows and deferred inflows of resources were related to TCHD's defined benefit pension plan as described more fully in Note (k).

Net Patient Service Revenue

TCHD has agreements with third-party payers that provide for payments to TCHD at amounts different from its established rates. Net patient service revenue is reported at the estimated net realizable amounts from patients, third-party payers and others for services rendered and includes estimated retroactive revenue adjustments, and a provision for uncollectible accounts. Retroactive adjustments are considered in the recognition of revenue on an estimated basis in the period the related services are rendered and such estimated amounts are revised in future periods as adjustments become known.

Tobacco Settlement Revenue

Tobacco settlement revenue is the result of a settlement between various counties and hospital districts in Texas and the tobacco industry for tobacco-related health care costs. During the year ended September 30, 2019 the TCHD received approximately $7,945,000 related to the settlement. This revenue is recognized as other revenue.

Charity Care

TCHD provides care without charge or at amounts less than its established rates to patients who meet certain criteria under its charity care policy. Because TCHD does not pursue collection of amounts determined to qualify as charity care, they are not reported as patient service revenue.

Income Taxes

As an essential government function of the County, TCHD is generally exempt from federal and state income taxes under Section 115 of the Internal Revenue Code (IRC) and a similar provision of state law.

Risk Management

TCHD is exposed to various risks of loss from torts; theft of, damage to and destruction of assets; business interruption; errors and omissions; employee injuries and illnesses; natural disasters; medical malpractice; and employee health, dental and accident benefits. Commercial insurance coverage is purchased for claims arising from such matters other than medical malpractice, employee health and workers' compensation claims. Settled claims have not exceeded this commercial coverage in any of the three preceding years.

TCHD is self-insured for a portion of its exposure to risk of loss from medical malpractice, employee health and workers' compensation claims. Annual estimated provisions are accrued for the self-insured portion of these risks and include an estimate of the ultimate costs for both reported claims and claims incurred but not yet reported.

(b) Net Patient Service Revenue

TCHD has agreements with third-party payers that provide for payments to TCHD at amounts different from its established rates. These payment arrangements include:

Medicare – Inpatient acute care services and substantially all outpatient services rendered to Medicare program beneficiaries are paid at prospectively determined rates. These rates vary according to a patient classification system that is based on clinical, diagnostic and other factors. Certain inpatient nonacute

services and defined medical education costs are paid based on a cost reimbursement methodology. TCHD is reimbursed for certain services at tentative rates with final settlement determined after submission of annual cost reports by TCHD and audits thereof by the Medicare administrative contractor. TCHD's Medicare cost reports have been audited through September 30, 2015.

Medicaid – Inpatient services rendered to Medicaid program beneficiaries are reimbursed under a prospective payment system. Inpatient reimbursement is inclusive of an add-on for trauma care that is based on the Medicaid Standards Dollar Amount. Outpatient and physician services are reimbursed under a mixture of fee schedules and cost reimbursement. TCHD is reimbursed for cost reimbursable services at tentative rates with final settlement determined after submission of annual cost reports by TCHD and audits thereof by the Medicaid administrative contractor. TCHD's Medicaid cost reports have been audited through September 30, 2015.

Approximately 69 percent of net patient service revenue is from participation in the Medicare and state-sponsored Medicaid programs for the year ended September 30, 2019. Settlements under reimbursement agreements with Medicare and Medicaid programs are estimated and recorded in the period the related services are rendered and are adjusted in future periods as adjustments become known or as the service years are no longer subject to audit, review or investigation. Annual cost reports required under the Medicare and Medicaid programs are subject to routine audits, which may result in adjustments to the amounts ultimately determined to be due under the reimbursement programs. These audits often require several years to reach their financial determination of amounts earned under the programs. As a result, it is reasonably possible that the recorded estimates will change materially in the near term.

TCHD has also entered into payment agreements with certain commercial insurance carriers, HMOs and preferred provider organizations. The basis for payment to TCHD under these agreements includes prospectively determined rates per discharge, discounts from established charges and prospectively determined daily rates.

(c) Supplemental Medicaid Funding Revenue

Supplemental Medicaid funding revenue includes revenue received from the Medicaid Disproportionate Share Program of approximately $25,816,000 for the year ended September 30, 2019. The funding TCHD has received is subject to audit and is not representative of funding to be received in future years.

On December 12, 2011, the United States Department of Health & Human Services (HHSC) approved a new Medicaid section 1115(a) demonstration entitled "Texas Health Transformation and Quality Improvement Program"(Waiver). The Waiver expanded existing Medicaid managed care programs and established two funding pools that will assist providers with uncompensated care costs (UC Pool) and promote health system transformation (DSRIP Pool). The revenue from the two funding pools is recognized as earned throughout the related demonstration year. During 2019, TCHD recognized approximately $48,216,000 and $52,161,000 from the UC Pool and the DSRIP Pool, respectively. The funding TCHD has received is subject to audit and is not representative of funding to be received in future years.

The Waiver was effective from December 12, 2011 to September 30, 2016 and extended through December 2017 as HHSC and the Centers for Medicare and Medicaid Services (CMS) negotiated a longer term extension. On December 21, 2017, HHSC received an approved extension from CMS for the period of January 1, 2018 through September 30, 2022. Among other changes, the approved plan requires a change in the methodology used to allocate UC funds and a phase out of the DSRIP program over the five year period. The impact of these changes has not yet been determined, but could have an adverse impact on TCHD's operating results.

In 2018, TCHD began participating in the Uniform Hospital Rate Increase Program (UHRIP). Under UHRIP, HHSC may direct Medicaid managed care organizations in a service delivery area to provide a uniform percentage rate increase to all hospitals within a particular class of hospital, increasing revenue from services provided to Medicaid managed care beneficiaries. The state's share of UHRIP funding is funded through intergovernmental transfers from certain hospitals, including TCHD. Revenue from UHRIP is recognized as a component of net patient service revenue.

In 2019, TCHD began receiving supplemental payments through the Medicaid Graduate Medical Education (GME) program. The GME program provides reimbursement to support teaching hospitals that operate approved medical residency training programs in recognition of the higher costs incurred by teaching hospitals. Revenue recognized from the GME program was approximately $3,348,000 in 2019.

The programs described above are subject to review and scrutiny by both the Texas Legislature and CMS, and the programs could be modified or terminated based upon new legislation or regulation in future periods.

During 2017, TCHD began participation in a Local Provider Participation Fund (LPPF) in Tarrant County. TCHD acts as the administrator of the LPPF by assessment and collection of mandatory payments from hospitals in Tarrant County. These payments are to be used to fund intergovernmental transfers representing the state's share of supplemental Medicaid funding programs. As TCHD acts as a conduit for these funds, the receipts and intergovernmental transfers are not recognized as revenue and expense in the statements of revenues, expenses and changes in net position. During 2019, TCHD collected $197,210,000 in mandatory payments and made intergovernmental transfers of $127,813,000. At September 30, 2019, TCHD held $74,362,000 in mandatory payments that will be transferred in 2020.

(d) Property Tax Revenue

TCHD received approximately 38 percent of its support from property taxes. Property taxes are levied on October 1, based on assessed property values on the preceding January 1. To secure payment, an enforceable lien attaches to the property on January 1, when the value is assessed. Property taxes become due and payable when levied on October 1. This is the date on which an enforceable legal claim arises and TCHD records a receivable for the property tax assessment, less an allowance for uncollectible taxes. Property taxes are considered delinquent after January 31 of the following year. TCHD recorded an allowance for uncollectible property taxes of approximately $9,193,000 at September 30, 2019.

TCHD's property tax rate was $0.223390 per $100 valuation for the maintenance and operation fund and property tax revenue for this fund was $411,942,000. TCHD's property tax rate was $0.001039 per $100 valuation for the interest and sinking fund and property tax revenue for this fund was $1,916,000.

(e) Deposits, Investments and Investment Income

Deposits

Custodial credit risk is the risk that in the event of a bank failure, a government's deposits may not be returned to it. TCHD's deposit policy for custodial credit risk requires compliance with the provisions of state law.

State law requires collateralization of all deposit with federal depository insurance or other qualified investments. At September 30, 2019, TCHD's deposits were either insured or collateralized in accordance with state law.

At September 30, 2019, a blended component unit of TCHD's cash accounts exceeded federally insured limits by $2,344,000.

Investments

TCHD may legally invest in direct obligations of and other obligations guaranteed as to principal by the U.S. Treasury and U.S. agencies and instrumentalities and in bank repurchase agreements. It may also invest to a limited extent in corporate bonds and equity securities.

At September 30, 2019, TCHD's investment balances were as follows (in thousands):

		Maturity in Years	
Investment Type	Fair Value	less than 1	1-5
Investment pools	$ 144,704	$ 144,704	$ -
U.S. Agencies obligations	52,975	52,407	568
Money market mutual funds	1,184	1,184	-
Commercial paper	73,080	73,080	-
		$ 271,375	$ 568
Mutual funds	2,341		
Total Investments	$ 274,284		

Interest rate risk: As a means of limiting its exposure to fair value losses arising from rising interest rates, TCHD investment policy requires that total investments have a weighted average maturity of five years or less. TCHD's investments in U.S. Treasury and agency obligations include fixed rate notes and bonds with a weighted average maturity of three years. The longer the maturity of a fixed rate obligation, the greater the impact a change in interest rates will have on its fair value. As interest rates increase, the fair value of the obligations decrease. Likewise, when interest rates decrease, the fair value of the obligations increase. The money market mutual funds are presented as an investment with a maturity of less than one year because they are redeemable in full immediately.

Credit risk: Credit risk is the risk that the issuer or other counterparty to an investment will not fulfill its obligations. TCHD's policy is to limit its investments to U.S. Treasury and agency obligations or otherwise follow the restriction of the Texas Public Funds Investment Act. TCHD's investments in U.S. Treasury obligations carry the explicit guarantee of the U.S. government. The debt securities of the U.S. agencies are rated Aaa by Moody's rating agency.

TCHD also invests in TexPool and TexStar, state investment pools (Pools), which are considered investments for financial reporting. The Texas State Comptroller of Public Accounts oversees TexPool. Federated Investors provides asset management and participant services for TexPool's operations under a contract with the Comptroller. TexStar is a local government investment pool offering professionally managed portfolios to government entities in the state of Texas. The governing board of directors selects co-administrators for TexStar that provide fund management. TCHD has an undivided beneficial interest in the pool of assets held by the Pools. Investments must be in compliance with the Texas Public Funds Investment Act and include obligations of the United States or its agencies, direct obligation of the State of Texas or its agencies, certificates of deposit and repurchase agreements. The fair value of the position in these pools is the same as the value of the shares in each pool.

The Pools, as well as the money market mutual funds invested in by TCHD, are rated as AAAm by Standard & Poor's. TCHD's investments in commercial paper was rated Aa1 to Aa3 by Moody's rating agency.

TCHD also invests in certificates of deposit, which are classified as deposits for financial reporting purposes. These certificates of deposit are fully collateralized by the various financial institutions.

Custodial credit risk: For an investment, custodial credit risk is the risk that in the event of the failure of the counterparty, TCHD would not be able to recover the value of its investment or collateral securities that are in the possession of an outside party. All of TCHD's investments are held in safekeeping or trust accounts.

Concentration of credit risk: TCHD places no limit on the amount that may be invested in any one issuer as long as the restrictions of the Texas Public Funds Investment Act are followed.

The following table reflects TCHD's investments in single issuers that represent more than five percent of total investments:

Federal Home Loan Bank	5.70%
Federal Home Loan Mortgage Association	2.40%
Federal National Mortgage Association	9.10%
Federal Farm Credit Bank	2.10%
Toyota Motor Credit Commercial Paper	7.20%
JP Morgan Securities Commercial Paper	10.30%
Northwestern University Commercial Paper	9.10%

Investment Income

Investment income for the fiscal year ended September 30, 2019 consisted of interest and dividend income of $16,478,000 and a net increase in fair value of investments of $1,308,000 for a total of $17,786,000.

(f) Patient Accounts Receivable

TCHD grants credit without collateral to its patients, many of whom are area residents and are insured under third-party payer agreements. Patient accounts receivable at September 30, 2019 consisted of (in thousands):

Medicare	$ 11,205
Medicaid	11,554
Other third-party payers	37,090
Patients	72,102
	131,951
Less allowance for uncollectible accounts	(80,277)
Total	$ 51,674

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(g) Capital Assets

A summary of TCHD capital assets at year-end is as follows (in thousands):

	Balance October 1, 2018	Additions	Disposals	Transfers	Balance September 30, 2019
Land and improvements	$ 65,466	$ 1,641	$ -	$ -	$ 67,107
Buildings and improvements	261,520	1,995	-	4,817	268,332
Equipment	459,046	20,053	(26,325)	3,960	456,734
Construction in progress	5,522	12,495	-	(8,777)	9,240
	791,554	36,184	(26,325)	-	801,413
Less accumulated depreciation	(527,597)	(38,450)	26,325	-	(539,722)
Capital assets, net	$ 263,957	$ (2,266)	$ -	$ -	$ 261,691

(h) Self-Insurance Programs

Medical Malpractice and General Liability Risks

TCHD is self-insured for medical malpractice and general liability claims. TCHD's maximum liability for professional and general liability claims as a governmental unit under the Tort Claims Act is generally $100,000 per individual and $300,000 per occurrence. Losses from asserted and unasserted claims identified in TCHD's incident reporting system are accrued based on estimates that incorporate TCHD's past experience, as well as other considerations, including the nature of each claim or incident and relevant trend factors. It is reasonably possible that TCHD's estimate of losses will change by a material amount in the near term.

Activity in the TCHD's accrued medical malpractice claims liability for the last two years is as follows (in thousands):

	2018	2019
Balance, beginning of year	$ 558	$ 782
Current year claims incurred and changes in estimates for claims incurred in prior years	261	(34)
Claims and expenses paid	(37)	(288)
Balance, end of year	$ 782	$ 460

Employee Health Claims

Substantially all of TCHD's employees and their dependents are eligible to participate in the TCHD's employee health insurance plan. Commercial stop-loss insurance coverage is purchased for claims in excess of $500,000. A provision is accrued for self-insured employee health claims including both claims reported and claims incurred but not yet reported. The accrual is estimated based on consideration of prior claims experience, recently settled claims, frequency of claims, and other economic and social factors. It is reasonably possible that the TCHD's estimate will change by a material amount in the near term.

Activity in the TCHD's accrued employee health claims liability for the last two years is as follows (in thousands):

	2018	2019
Balance, beginning of year	$ 4,551	$ 5,350
Current year claims incurred and changes in estimates for claims incurred in prior years	56,787	53,802
Claims and expenses paid	(55,988)	(54,352)
Balance, end of year	$ 5,350	$ 4,800

Worker's Compensation Claims

The TCHD is self-insured for workers' compensation claims. A provision is accrued for self-insured workers compensation claims including both claims reported and claims incurred but not yet reported. The accrual is estimated based on consideration of prior claims experience, recently settled claims, frequency of claims, and other economic and social factors. It is reasonably possible that the TCHD's estimate will change by a material amount in the near term.

Activity in the TCHD's accrued workers' compensation claims liability for the last two years is as follows (in thousands):

	2018	2019
Balance, beginning of year	$ 2,107	$ 2,470
Current year claims incurred and changes in estimates for claims incurred in prior years	2,286	2,934
Claims and expenses paid	(1,923)	(2,622)
Balance, end of year	$ 2,470	$ 2,782

(i) Long-Term Debt

Long-term debt of TCHD consisted of the following at September 30, 2019 (in thousands):

General Obligation Refunding Bonds - Series 2016: Original amount of $22,415 dated January 1, 2016, which bears interest at a rate of 2.24%, payable annually with installments ranging from $1,600 to $1,955 through 2029. The bonds are secured by property tax revenue. The proceeds from the bonds were used to advance refund the Series 2006 bonds.	$	17,735
Revenue Bonds - Senior Lien Revenue Refunding Bonds, Series 2012: Original amount of $25,890 dated September 1, 2012, which bear interest at rates ranging from 3.0% to 5.0%, payable annually with installments ranging from $1,655 to $2,205 through 2027. The bonds are secured by revenues of TCHD, excluding property tax revenue. All of the bonds still outstanding may be redeemed at TCHD's option on or after August 15, 2023, at par value plus accrued interest. The proceeds from the bonds were used to advance refund the Series 2002 bonds.		15,555
		33,290
Less - current maturities		(3,255)
Long-term debt, net of current maturities		30,035
Plus premium		84
Long-term debt, net of current maturities and premium	$	30,119

TCHD's debt service payments to maturity are as follows (in thousands):

Fiscal Year	Principal	Interest	Total Principal & Interest
2020	$ 3,255	$ 997	$ 4,252
2021	3,375	878	4,253
2022	3,495	754	4,249
2023	3,625	625	4,250
2024	3,760	490	4,250
2025-2029	15,780	945	16,725
Total	$ 33,290	$ 4,689	$ 37,979

The following is a summary of the changes in long-term debt for TCHD for the year ended September 30, 2019 (in thousands):

Beginning liability	$	36,430
Additions		-
Retirements		(3,140)
Ending liability	$	33,290
Amount due within one year	$	3,255

(j) Uncompensated Care

In support of its mission, TCHD voluntarily provides free care to patients who lack financial resources and are deemed to be medically indigent. The cost of charity care provided under the charity care policy was $175,217,000. The cost of charity care is estimated by applying the ratio of cost to gross charges to the gross charity care charges.

(k) Retirement Plans

Plan Description

TCHD sponsors an agent multiple-employer defined benefit pension plan for eligible employees within a multiemployer retirement program sponsored for member hospitals by the Texas Hospital Association (THA). HealthShare/THA, a wholly owned subsidiary of THA, is the plan administrator of the pension plan. The Plan's assets are invested as a portion of the THA's master pension trust fund. The Plan provides retirement, death, and disability benefits. Amendments to the Plan are made only with the authority of TCHD's Board of Managers.The Plan does not issue a stand-alone financial report. However, an annual actuarial valuation report is available from TCHD or HealthShare/THA. The report may be obtained by writing HealthShare/THA at 1108 Lavaca, Suite 700, Austin, Texas 78701.

Benefits Provided

The Plan provides retirement, disability, and death benefits. Retirement benefits for eligible employees are calculated as 1.4% of the employee's final five-year average compensation plus 0.7% of the employee's final five-year average compensation, if any, that exceeds $75,000, with the sum multiplied times the employee's years of service.

Participants with five years of participation service are eligible to retire at age 65. Participants may retire at any age after 55 if they have ten years or vesting service. Unreduced Early Retirement is available at age 62 if they have 10 years of vesting service. Disability retirement benefits are determined in the same manner as retirement benefits but are payable immediately with an actuarial reduction. Death benefits are determined in the same manner as retirement benefits but are payable immediately with an actuarial reduction. An employee who leaves the employer's service may withdraw his or her contributions, plus any accumulated interest.

Effective October 1, 2006, participation in the pension plan became mandatory for full-time employees completing one-year of service on or after October 1, 2006. An amendment effective October 1, 2011, made plan participation voluntary for employees hired after that date.

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The employees covered by the Plan at October 1, 2018 (measurement date), are:

Inactive employees or beneficiaries currently receiving benefits	393
Inactive employees entitled to but not yet receiving benefits	1,317
Active employees	3,917
Total	5,627

Contributions

The TCHD Board has the sole authority to establish and amend the contribution requirements of the active employees. TCHD's contributions are based on an actuarially determined rate recommended by an independent actuary. The actuarial determined rate is the established amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. TCHD is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. For TCHD's fiscal year ended September 30, 2018, the average active employee contribution rate was 1.0% of annual pay, and TCHD's average contribution rate was 6.75% of annual payroll.

TCHD's contribution changed to 6.25% of participate payroll effective October 1, 2018 and will remain at that level as long as the amount thus determined is sufficient to pay the Employer Normal Cost and amortize the Unfunded Actuarial Liability (Net Pension Liability) over a period of not more than 25 years. TCHD's contributions are expected to be 6.25% of estimated participant compensation for the plan year ending September 30, 2019. The costs of administering the plan are paid by the plan and are considered in the determination of the employer contribution rate. The active employee contribution rate is 2.0% of annual pay effective October 1, 2018.

Net Pension Liability

TCHD's net pension liability was measured as of October 1, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

The total pension liability in the October 1, 2018, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.25%
Salary increases	5.0%, average, including inflation
Ad hoc cost of living adjustments	Not included
Investment rate of return	7.00%, net of pension plan investment expense, including inflations

Mortality rates were based on the Society of Actuaries RP-2014 Mortality Table, projected from the 2006 base year with Projection Scale MP-2018.

The actuarial assumptions used in the October 1, 2018, valuation were based on the results of an actuarial experience study for the period 2011-2016.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These components are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the

target asset allocation percentage and by adding expected inflation (2.25%). In addition, the final 7.00% assumption reflected a reduction of 0.20% for adverse deviation.

The target allocation and expected arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic equity	65.0%	6.1%
International equity	10.0%	5.5%
Fixed income	25.0%	1.7%
	100.0%	

Discount Rate

The discount rate used to measure the total pension liability was 7.00% at October 1, 2018. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the employee rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in the total pension liability, Plan fiduciary net position and the net pension liability (in thousands):

	Total Pension Liability (a)	Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balances as of September 30, 2018	$ 258,989	$ 257,038	$ 1,951
Changes for the year:			
Service cost	15,429	-	15,429
Interest on total pension liability	19,526	-	19,526
Changes of benefit terms	184	-	184
Difference between expected and actual experience	4,775	-	4,775
Contributions - employee	-	2,314	(2,314)
Contributions - employer	-	17,305	(17,305)
Net investment income	-	25,385	(25,385)
Benefit payments, including refunds of employee contributions	(8,577)	(8,577)	-
Administrative expenses	(886)	(886)	-
Assumption changes	8,396	-	8,396
Net changes	38,847	35,541	3,306
Balances as of September 30, 2019	$ 297,836	$ 292,579	$ 5,257

The net pension liability of TCHD has been calculated using a discount rate of 7.00% at October 1, 2018. The following presents the net pension liability using a discount rate 1 % higher and 1 % lower than the current rate (in thousands).

	1% Decrease 6.00%	Current Discount Rate 7.00%	1% Increase 8.00%
Net pension liability (asset)	$ 42,761	$ 5,257	$ (25,678)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended September 30, 2019, TCHD recognized pension expense of $14,601,000. At September 30, 2019, TCHD reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources (in thousands):

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	$ 7,828	$ 7
Employer contributions subsequent to the measurement date	17,281	-
Changes of assumptions	6,662	2,070
Net difference between projected and actual earnings on plan investments	-	13,791
Total	$ 31,771	$ 15,868

At September 30, 2019, TCHD reported $17,281,000 as deferred outflows of resources related to pensions resulting from TCHD's contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability at September 30, 2019.

Other amounts reported as deferred inflows of resources and deferred outflows of resources at September 30, 2019, related to pensions will be recognized in pension expense as follows (in thousands):

Year Ended September 30:	Amount
2020	$ 916
2021	(1,971)
2022	(748)
2023	425
Total	$ (1,378)

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Pension Plan Fiduciary Net Position

As of October 1, 2018, the Plan's fiduciary net position was comprised of the following (in thousands):

Cash and cash equivalents	$ 91,710
Investments, at fair value	
Common stocks	68,387
Mutual funds	171,835
Common/collective trust funds	278,959
103-12 investment fund	27,057
Total investments at fair value	546,238
Total plan fiduciary net position	$ 637,948

TCHD's interest in the Plan net position as of the measurement date of October 1, 2018 was $292,579,000.

Investment policy: Investment policy decisions are established and maintained by the Trustees of the THA Retirement Plan for Member Hospitals. The Trustees have several asset mix alternatives from which participating employers may choose in order to control risk. The Trustees employ and select investment managers with the advice of investment counsel which is completely independent of the investment managers.

The primary goal of a pension fund is to help pay the cost of the pension plan while providing adequate security to meet the benefits promised under the Plan. As a consequence, two important dimensions of a pension plan's investment program are expected return and expected risk.

The Plan's trustees diversify Plan investments among asset classes, recognizing that there is a relationship between the level of risk assumed in an investment program and the level of return that should be expected. Appropriate diversification better enables the trust to balance risk and return. The asset mix selected by TCHD is set forth below:

Asset Class/Style	Target Asset Mix
Large Cap U.S. Equities	50%
Small Cap U.S. Equities	15%
International Equities	10%
Total Equities	75%
Intermediate fixed income	24%
Cash	1%
Total fixed income	25%

The Trustees maintain a portfolio structure that may combine active and passive management in order to balance the objectives of enhanced return and cost control.

Passive equity and fixed income portfolios invest in a substantially similar manner as that of the underlying benchmark.

Active equity managers have the following requirements:

- The equity portion of the portfolio should not be less that 90 percent of the portfolio, measured at market value.
- Equity holdings in any one economic sector should not exceed the greater of 30 percent of the portfolio or 10 percentage points above the sector weight in the benchmark.
- Equity holdings in any single company (including common stock and convertible securities) should not exceed 10 percent of the portfolio.

Active Fixed Income managers have the following requirements:

- The primary investments should be government, corporate and mortgage securities.
- Holdings in obligations of any single entity (with the exception of the U.S. government and/or its agencies) should not exceed 5 percent of the portfolio.

The common collective trust fund investment objective is to approximate as closely as practicable, before expenses, to the performance of the S&P 500 Index over the long term.

The 103-12 investment fund objective is to approximate as closely as practicable to the performance of the MSCI EAFE Index.

Investment Rate of Return: The annual money-weighted rate of return on pension plan investments, net of expenses, which expresses net investment performance adjusted for changing amounts actually invested each month was (9.3%) for the 12 months ended October 1, 2018.

Credit Risk: Credit risk is the risk that the issuer or other counterparty to an investment will not fulfill its obligations. It is the Plan's policy to limit its holdings in obligations of any single entity, excluding U.S. government and its agencies, to 5% of the portfolio.

Custodial Credit Risk: For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Plan will not be able to recover the value of its investment or collateral securities that are in the possession of an outside party. All of the Plan's investments are held in trust accounts.

Concentration of Credit Risk: It is the Plan's policy to limit equity holdings in any one economic sector to the greater of 25% of the portfolio or 10% above the sector weight in the benchmark and limit equity holdings in any single company to 7% of the portfolio. Additionally, the Plan's policy limits holdings in fixed income obligations of any single entity, excluding U.S. government and its agencies, to 5% of the portfolio.

The following reflects the Plan's investments in single issuers that represent more than 5% of total investment:

State Street S&P 500 Index NL Fund	33.7%
Vanguard Small Cap Index	12.7%
State Street Aggregate Bond Index NL Fund	10.1%
PIMCO Total Return	10.1%
Dodge & Cox International Stock	4.2%
Morgan Stanley International Equity Trust	4.2%

Following is a description of the valuation methodologies and inputs used for pension plan assets measured at fair value on a recurring basis, as well as the general classification of pension plan assets pursuant to the valuation hierarchy. The fair value of the pension plan assets at October 1, 2018 were as follows (in thousands):

		Fair Value Measurements Using		
	Carrying Amount	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments by fair value level				
Common stocks	$ 68,387	$ 68,387	$ -	$ -
Mutual funds	171,835	171,835	-	-
Total investments by fair value level	240,222	$ 240,222	$ -	$ -
Investments measured at the net asset value (NAV) (A)				
Common/collective trust fund	278,959			
103-12 investment fund	27,057			
Total investments measured at the NAV	306,016			
Total investments at fair value	$ 546,238			

(A) Certain investments that are measured at fair value using the net asset value per share (or its equivalent) practical expedient have not been classified in the fair value hierarchy. The fair value amounts included above are intended to permit reconciliation of the fair value hierarchy to the amounts disclosed for total plan investments at fair value.

Where quoted market prices are available in an active market, securities are classified within Level 1 of the valuation hierarchy. If quoted market prices are not available, then fair values are estimated by using quoted prices of securities with similar characteristics or independent asset pricing services and pricing models, the inputs of which are market-based or independently sourced market parameters, including, but not limited to, yield curves, interest rates, volatilities, prepayments, defaults, cumulative loss projections and cash flows. Such securities are classified in Level 2 of the valuation hierarchy. In certain cases where Level 1 or Level 2 inputs are not available, securities are classified within Level 3 of the hierarchy. The Plan did not hold any Level 2 or 3 securities at October 1, 2018. The valuation method for investments measured at the net asset value (NAV) per share (or its equivalent) are presented as above. There were no unfunded commitments or redemption restrictions for these funds.

Other Benefit Plans

TCHD has an IRC Section 401(a) plan that includes an employer match calculated as 50% of an employee's contribution to the IRC Section 403(b) plan discussed below, up to 4% of pay. The contributions for the employer match on the plan were approximately $7,641,000 for the fiscal year ended September 30, 2019.

In addition, TCHD offers its employees a tax deferred annuity plan created in accordance with IRC Section 457. The plan, available to all employees, permits them to defer a portion of their salary until future years. All amounts of compensation deferred under the plan and income attributable to those amounts are solely the property of the employee. Thus, the plan amounts are not reported in the financial statements.

Also, TCHD offers its employees a tax deferred annuity plan created in accordance with IRC Section 403(b). The plan, available to all employees, permits them to defer a portion of their salary until future years. All amounts of compensation deferred under the plan and income attributable to those amounts are solely the

property of the employee. Thus, the plan amounts are not reported in the financial statements. Employee contributions were $17,666,000 for the fiscal year ended September 30, 2019.

TCHD has a Governmental Excess Benefit Arrangement Plan for executives approved by the Board of Managers. This plan is to provide participants in the defined benefit plan that portion of a participant's benefits that would otherwise be payable under the terms of the defined benefit plan, except for the limitations on benefits imposed by Section 415(b) of the IRC. Contributions to this plan are included in noncurrent cash and investments and the plan liability is recorded in other long-term liabilities in the balance sheet. As of September 30, 2019, $1,184,000 in contributions are included in noncurrent cash and investments and approximately $1,074,000 was due under this plan. Approximately $106,000 of benefit expense was recognized in fiscal year 2019.

(l) Disclosures About Fair Value of Assets and Liabilities

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value measurements must maximize the use of observable inputs and minimize the use of unobservable inputs. There is a hierarchy of three levels of inputs that may be used to measure fair value:

Level 1 Quoted prices in active markets for identical assets or liabilities

Level 2 Observable inputs other than Level 1 prices, such as quoted prices for similar assets or liabilities; quoted prices in markets that are not active; or other inputs that are observable or can be corroborated by observable market data for substantially the full term of the assets or liabilities

Level 3 Unobservable inputs supported by little or no market activity and are significant to the fair value of the assets or liabilities

Recurring Measurements

The following table presents the fair value measurements of assets and liabilities recognized in the accompanying financial statements measured at fair value on a recurring basis and the level within the fair value hierarchy in which the fair value measurements fall at September 30, 2019 (in thousands):

		Fair Value Measurements Using		
	Carrying Amount	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments by fair value level				
U.S. Agency obligations	$ 52,975	$ 4,626	$ 48,349	$ -
Investment pool	67,725	-	67,725	-
Commercial paper	73,080	-	73,080	-
Money market mutual funds	1,184	1,184	-	-
Mutual funds	2,341	2,341	-	-
Total investments by fair value level	197,305	$ 8,151	$ 189,154	$ -
Investment pool carried at amortized cost	76,979			
Total Investments	$ 274,284			

Investments

Where quoted market prices are available in an active market, securities are classified within Level 1 of the valuation hierarchy. If quoted market prices are not available, then fair values are estimated by using quoted prices of securities with similar characteristics or independent asset pricing services and pricing models, the inputs of which are market-based or independently sourced market parameters, including, but not limited to, yield curves, interest rates, volatilities, prepayments, defaults, cumulative loss projections and cash flows. Such securities are classified in Level 2 of the valuation hierarchy. In certain cases where Level 1 or Level 2 inputs are not available, securities are classified within Level 3 of the hierarchy. TCHD held no Level 3 investments as of September 30, 2019.

21. MY HEALTH MY RESOURCES OF TARRANT COUNTY NOTES

(a) Summary of Significant Accounting Policies

Deposits and Investments

MHMRTC's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Interest revenue is recorded in the applicable fund.

The Public Funds Investment Act provides the primary legal basis for the investment of public funds. Following those parameters, MHMRTC's investment policy authorizes investments in obligations of the United States government, its agencies and instrumentalities, (but excluding mortgage backed securities); obligations of the State of Texas or its agencies or instrumentalities; other obligations which are unconditionally guaranteed or insured by, the State of Texas or the United States or their respective agencies and instrumentalities; obligations of agencies, counties, cities and other political subdivisions of the State of Texas having been rated as to investment quality by a nationally recognized investment rating firm and having received a

rating of not less than “A” or its equivalent; certificates of deposit, and other forms of deposit, issued by an institution with a main office or branch office in Texas that are fully insured or collateralized; fully collateralized repurchase agreements; AAA rated SEC registered government money market mutual funds, and constant dollar local government investment pools. During the year ended August 31, 2019, MHMRTC did not own any types of securities other than those permitted by statute.

Investments, when applicable, are stated at fair value within the fair value hierarchy established by generally accepted accounting principles.

Receivables

MHMRTC accounts receivable from patients and insurance carriers for services rendered are reduced by the amount of such billings deemed by management to be ultimately uncollectible. MHMRTC provides for an amount of uncollectible patient fees using the reserve method based on past payment history. At the year ended August 31 2019, accounts receivable for patient services are $15,616,336 less the allowance for doubtful accounts in the amount of $11,724,118 for a net realizable value of $3,892,218.

Inventories and Prepaid Expenditures

Inventories consist of expendable supplies and drugs held for consumption and medications supplied at various area retail pharmacies for MHMRTC’s clients which are valued at cost on a first-in, first-out basis. Under the consumption method of accounting for inventories, supplies are capitalized as inventory until used. Once consumed, inventories are charged to expenditures. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

Capital Assets

Capital assets include property, plant and equipment. Capital assets are defined as assets with an initial, individual cost of more than $2,500 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement are reported at acquisition value.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Property, plant and equipment is depreciated using the straight-line method over the following useful lives:

Building and improvements	10-40 years
Furniture and equipment	3-10 years
Vehicles	5 years

Source Funds

Some funds from federal and other state sources represent fee for service reimbursements, as well as project grants. The funds that are specifically for individual patient service reimbursements are reported as local funds under patient fees or insurance reimbursements identified by source.

Compensated Absences

Full-time employees earn personal time off (PTO) each pay period of work performed. Accrual of PTO hours is based on the number years of service. Employees may carryover PTO from year to year in graduated

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amounts ranging from 204 hours for employees with two years of service to 372 hours for employees with 15 years of service.

After two years of employment, vested PTO is paid upon termination in graduated amounts ranging from 50% of their balance up to a maximum of 126 hours for employee with two years of service to 100% of their balance up to maximum of 372 hours for employees with more than 15 years of service.

Certain employees hired prior to September 12, 2003 participate in an extended leave bank (ELB). While these employees do not accrue any additional ELB hours, ELB hours accrued prior to September 12, 2003 may be used for personal illness, illness of a family member or health related appointments. ELB hours that are not used may be carried forward to subsequent years until fully utilized. ELB hours are not paid upon termination of employment. The General Fund has been used in prior years to liquidate the liability for compensated absences.

Risk Management

MHMRTC is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; doctors' malpractice; and natural disasters. During fiscal 2019, MHMRTC is covered under a general liability insurance plan with a combined single limit of $3,000,000 at a cost it considers to be economically justifiable.

MHMRTC has commercial insurance for all other risks of loss, including employee health benefits, workers' compensation and employee life and dental and accident insurance. Settlements have not exceeded insurance coverage for the past three fiscal years.

(b) Cash and Investments

Deposits

Custodial credit risk for deposits is the risk that in the event of a bank failure, deposits may not be returned or MHMRTC will not be able to recover collateral securities in the possession of an outside party. MHMRTC's policy requires deposits to be fully secured by collateral valued at market or par, whichever is lower, less the amount of Federal Deposit Insurance Corporation (FDIC) insurance. Deposited funds may be invested in certificates of deposit in institutions with an established record of fiscal health. Collateral agreements must be approved prior to the deposit of funds. The Board of Trustees approves authorized depository institutions based on the recommendations of MHMRTC management.

Deposits of MHMRTC are fully insured or collateralized with securities held by MHMRTC, its agent or by the pledging financial institution's trust department or agent in the name of MHMRTC at year-end. For the component unit, MHMR Foundation, $92,871 of deposits are not insured by FDIC coverage or collateralized with eligible securities at year-end.

Investment Policies

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Generally, MHMRTC's investing activities are managed under the custody of the Chief Financial Officer. Investing is performed in accordance with investment policies adopted by the Board of Trustees complying with state statutes. MHMRTC policy emphasizes high quality investments and safety of principal with no perceived default risk.

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. Investments held for longer periods are subject to increased risk of adverse interest rate changes. MHMRTC's investment policy requires short-term liquidity to absorb variable cash flow requirements. At least 10% of

the total portfolio must be maintained in cash equivalent investments, or investments that mature within 30 days. The weighted average maturity for the portfolio will be less than 180 days and the maximum allowable maturity is limited to two years, except as specifically authorized by the Board. During the year ended August 31, 2019, MHMRTC did not own investments other than those permitted by policy.

Investments, when applicable, are stated at fair value within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. A summary of year-end investments follows (in thousands):

Investment Type	Fair Value	Percentage of Total	Credit Rating	Weighted Average Days to Maturity	Fair Value Hierarchy
Certificates of deposit	$3,250	17.9 %	exempt	15	exempt
United States Treasuries	7,255	40.1 %	exempt	20	Level 1
Eaton Vance Floating Rate Fund	3,105	17.1 %	not rated	1818	Level 1
Annuity contracts	4,502	24.9 %	Moody's AA3	389	Level 1
Total	$18,112	100.0 %			

(c) Receivables From Other Governments

Receivables from other governments represent reimbursement of expenditures and fees for services provided under various programs and grants. All amounts are expected to be collected within the next year. At year-end, MHMRTC had $11,995,924 of receivables from other governments.

(d) Capital Assets

A summary of changes in capital asset balances for the fiscal year ended August 31, 2019, is as follows (in thousands):

	Balance September 1, 2018	Additions	Disposals	Prior Period Adjustment	Balance August 31, 2019
Nondepreciable assets					
Land	$ 3,734	$ -	$ -	$ -	$ 3,734
Land-restricted	989	-	-	-	989
Total nondepreciable assets	$ 4,723	-	-	-	4,723
Depreciable assets					
Buildings and improvements	21,609	733	(84)	-	22,258
Buildings and improvements-restricted	3,617	-	-	-	3,617
Vehicles	2,811	135	(142)	-	2,804
Furniture and equipment	18,867	2,210	(2,340)	-	18,737
Total depreciable assets	46,904	3,078	(2,566)	-	47,416
Less accumulated depreciation					
Buildings and improvements	(10,302)	(934)	35	-	(11,201)
Buildings and improvements-restricted	(1,770)	(94)	-	-	(1,864)
Vehicles	(2,072)	(251)	104	-	(2,219)
Furniture and equipment	(10,022)	(2,876)	2,383	-	(10,515)
Total accumulated depreciation	(24,166)	(4,155)	2,522	-	(25,799)
Capital assets, net	$ 27,461	$ (1,077)	$ (44)	$ -	$ 26,340

Total depreciation expense is $4,154,956.

(e) Lease Obligations

MHMRTC is obligated under capital leases for certain equipment as of August 31, 2019. The gross amount of assets acquired by capital lease is $4,726,410 and $1,260,845 of depreciation expense. Net book value of these assets is $2,598,406.

During 2019, operating lease payments by MHMRTC are $1,803,704. The future minimum lease payments under operating and capital leases and the present value of the future minimum capital lease payments for MHMRTC as of August 31, 2019 are as follows (in thousands):

Year Ended August 31:	Operating Leases	Capital Leases Principal	Capital Leases Interest
2020	$ 1,368	$ 1,154	$ -
2021	1,164	1,154	-
2022	842	120	-
2023	178	-	-
2024	22	-	-
and thereafter	-	-	-
Total minimum lease payment	$ 3,574	$ 2,428	$ -

(f) Long-Term Obligations

The following is a summary of the changes in long-term obligations for MHMRTC for the fiscal year ended August 31, 2019 (in thousands):

	Balance September 1, 2018	Additions	Retirements	Balance August 31, 2019	Due Within One Year
Compensated absences	$ 3,182	$ 482	$ 244	$ 3,420	$ 399
Capital lease obligations	2,520	966	1,058	2,428	1,154
Total	$ 5,702	$ 1,448	$ 1,302	$ 5,848	$ 1,553

Capital lease obligations do not carry a stated rate of interest. Imputed interest on the capital lease obligations are not material to the financial statements.

(g) Pension Plan

MHMRTC maintains a defined contribution money purchase pension plan under code section 401(a) of the Internal Revenue Code identified as the Tarrant County MHMR Money Purchase Plan. Participation in the plan is available to full-time employees who have completed one year of service and contribute 5% of compensation to the plan. MHMRTC contributes 8% of employee compensation on behalf of participating employees. The plan is administered by ICMA Retirement Corporation. Participants begin to vest in the employer's contribution at the completion of one year of service with 100% vesting occurring after five years (20% per year). During 2019, $32,152 of employee forfeitures are used to reduce employer contributions for the year.

Amounts contributed are invested in various investments, including equity securities, mutual funds and cash management funds. The required contributions in dollars and the percentage of that amount contributed for the current fiscal year and each of the two preceding fiscal years are as follows (in thousands):

Fiscal Year	Employer Contributions	Employee Contributions	Percentage Contributed
2017	$ 3,417	$ 2,051	100%
2018	3,518	2,186	100%
2019	3,766	2,322	100%

(h) Deferred Compensation Plan

MHMRTC offered its employees deferred compensation plans created in accordance with Internal Revenue Code Section 457. The plan is available to all MHMRTC employees. Employee elective deferrals are voluntary and permit them to defer a portion of their salary in accordance with maximum limits established by the Internal Revenue Code. Deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency. In-service withdrawals are available from fully vested balances upon attainment of age 70½. For employees who elect to contribute at least 5% of gross pay to the employee only 457 plan, MHMRTC will contribute 8% of the employee's gross pay as a matching contribution to the employer only 457 plan. Employees who elect to defer less than 5% to the employee only 457 plan are not eligible for a matching contribution to the employer only 457 plan. Employees are always fully vested in their contributions to the employee only 457 plan. Employees begin to vest in the MHMRTC contributions to the employer only 457 plan following completion of one year of service with 100% vesting occurring after five years (20% per year). During 2019, employee elective deferrals to the employee only 457 plan were $1,039,437. MHMRTC matching contributions to the employer only 457 plan were $894,765. $3,407 of employee forfeitures were used to reduce the MHMRTC contributions to the employer only 457 plan.

(i) Partially Self-Funded Health Benefit Plan

MHMRTC established a partially self-funded health benefits plan for employee health benefits. MHMRTC purchases commercial stop-loss coverage for medical claims in excess of $225,000 per plan participant, per policy period, with an unlimited specific benefit lifetime maximum. The policy minimum annual aggregate deductible limit is the greater of a) $18,136,237; or b) 90% of the monthly aggregate deductible for the first month of the policy year, then multiplied by 12. The aggregate benefit attachment point is the greater of a) the sum of the monthly aggregate deductibles for the policy year; or b) the minimum aggregate deductible. Settled claims have not exceeded insurance coverage for the fiscal year. Liabilities for health benefits are calculated considering known claims and estimates of future claims based on the lag time for medical claims. MHMRTC accounts for this activity in an internal service fund. This internal service fund reflects a claims liability in the amount of $2,226,272 at year end. This claims liability is based on the requirement that a liability for claims be reported if information prior to the issuance of the financial statements indicates a liability has been incurred at the date of the financial statements and the amount of the liability can be reasonably estimated. MHMRTC does not discount its claims liabilities.

Changes in the balance of the claims liability is as follows (in thousands):

	2018	2019
Beginning liability	$ 2,586	$ 2,223
Expenses incurred	14,583	14,679
Expenses paid	(14,946)	(14,676)
Ending liability	$ 2,223	$ 2,226

Claims liability is expected to be paid within one year of August 31, 2019.

(j) Harris-Tarrant Software Solution

MHMRTC entered into an agreement with The Harris Center for Mental Health and IDD, (MHMRA) to form a joint administrative agency for the acquisition and licensing of computer software to improve and enhance the delivery of behavioral health, intellectual developmental disabilities, early childhood intervention and substance-abuse disorder services to their respective communities. The name of this administrative agency is Harris-Tarrant Software Solution (HTSS) formerly known as Tarrant-Harris Software Authority (THSA). HTSS is governed by a five member board. MHMRTC and MHMRA each appoint two members to the Board, with the fifth member appointed by the four board members selected by MHMRTC and MHMRA.

HTSS had no revenues or expenses during the year, and MHMRTC's carrying value of HTTS is zero at year-end. HTTS did not prepare a financial statement for the year.

(k) Commitments and Contingencies

In May 2017, MHMRTC entered into a contract with Netsmart Technologies, Inc. to receive and implement an electronic health records system and billing system. The remaining financial commitment associated with this contract will be approximately $9,120,000 to be incurred over the course of the next five years.

MHMRTC has participated in a number of state and federally assisted grants, Medicare, and Medicaid programs. These programs are subject to financial and compliance audits by the grantors or their representatives and regulatory authorities. The purpose of the audits is to ensure compliance with conditions relating to the granting of funds and other reimbursement regulations. MHMRTC's management believes that any liability for reimbursement, which may arise as the result of these audits, will not be material to the financial position of MHMRTC.

MHMRTC is involved in certain lawsuits arising in the ordinary course of business. It is MHMRTC management's belief that any liability resulting from such lawsuits will not be material in relation to MHMRTC's financial position.

(l) Permanently Restricted Capital Assets

The Texas Health and Human Services Commission (HHSC), formerly the Department of Aging and Disability Services (DADS), transferred title to five separate real estate properties to MHMRTC in return for the payoff of DADS bonded indebtedness in a prior year. These properties are used by MHMRTC to provide group home services to its clients. In addition, MHMRTC received title to another separate property from DADS to be used to provide program services. The deeds received for these properties contain a restriction that states if the properties cease to be utilized by MHMRTC to provide community-based mental health or disability services for a continuous period of more than 180 days, then title to the property reverts to HHSC as successor to DADS. In accordance with this deed restriction, MHMRTC reports the cost of these properties of $4,605,775 as restricted capital assets within the building and improvements – restricted and land – restricted captions in Note (d). The net book value of these assets after depreciation is $2,742,338.


TARRANT COUNTY, TEXAS

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REQUIRED SUPPLEMENTARY INFORMATION


TARRANT COUNTY, TEXAS

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BUDGETARY COMPARISON SCHEDULE
GENERAL FUND (CONTINUED)

For the year ended September 30, 2019 (Amounts in thousands)

	General Fund			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Taxes	$ 381,055	$ 381,055	$ 382,618	$ 1,563
Licenses and permits	1,230	1,230	1,410	180
Fees of office	59,068	59,068	64,304	5,236
Intergovernmental	21,533	21,533	24,149	2,616
Investment income	3,305	3,305	4,469	1,164
Other revenues	15,314	15,314	11,027	(4,287)
Transfers	650	650	667	17
Total Revenues	$ 482,155	$ 482,155	$ 488,644	$ 6,489
EXPENDITURES:				
County Judge	$ 1,092	$ 1,092	$ 1,060	$ 32
County Administrator	2,790	2,790	2,302	488
Non-Departmental	112,466	109,873	54,973	54,900
Auditor	7,660	7,667	7,403	264
Budget/Risk Management	883	883	659	224
Tax Assessor / Collector	16,334	16,334	16,060	274
Elections Administration	6,332	6,332	5,468	864
Information Technology	42,496	42,220	39,688	2,532
Human Resources	3,469	3,470	3,284	186
Purchasing	2,403	2,403	2,392	11
Facilities	5,115	5,146	4,672	474
Sheriff	50,079	50,038	48,200	1,838
Sheriff - Confinement	88,722	88,722	86,869	1,853
Constable Precinct 1	1,411	1,411	1,393	18
Constable Precinct 2	1,304	1,313	1,231	82
Constable Precinct 3	1,507	1,507	1,493	14
Constable Precinct 4	1,123	1,123	1,115	8
Constable Precinct 5	941	941	928	13
Constable Precinct 6	993	993	982	11
Constable Precinct 7	1,433	1,433	1,400	33
Constable Precinct 8	1,223	1,242	1,235	7
Medical Examiner	10,244	10,244	10,037	207
Fire Marshal	442	443	437	6
Community Supervision	753	753	739	14
Juvenile Services	23,302	23,302	21,912	1,390
Pretrial Services	1,715	1,492	1,101	391
Buildings	24,484	24,454	22,685	1,769
17TH District Court	316	332	331	1
48TH District Court	298	298	292	6
67TH District Court	299	299	294	5
96TH District Court	297	297	293	4
141ST District Court	295	295	289	6
153RD District Court	307	307	301	6
236TH District Court	304	304	296	8

BUDGETARY COMPARISON SCHEDULE
GENERAL FUND (CONTINUED)

For the year ended September 30, 2019 (Amounts in thousands)

	General Fund			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
EXPENDITURES:				
342ND District Court	$ 298	$ 298	$ 296	$ 2
348TH District Court	296	299	297	2
352ND District Court	294	294	292	2
Criminal District Court 1	1,821	2,288	2,278	10
Criminal District Court 2	1,498	1,615	1,614	1
Criminal District Court 3	1,616	1,761	1,720	41
Criminal District Court 4	1,542	1,677	1,638	39
213TH District Court	1,635	2,474	2,445	29
297TH District Court	1,681	1,756	1,695	61
371ST District Court	1,920	2,280	2,249	31
372ND District Court	1,573	1,936	1,931	5
396TH District Court	1,741	2,530	2,495	35
432nd District Court	1,892	2,190	2,181	9
Magistrate Court	1,431	1,712	1,698	14
231ST District Court	637	733	723	10
233RD District Court	794	844	809	35
322ND District Court	610	698	692	6
323RD District Court	3,287	3,501	3,501	-
324TH District Court	716	730	725	5
325TH District Court	647	679	675	4
360TH District Court	599	664	622	42
Special Judges	380	458	457	1
Criminal Court Administration	3,412	3,112	2,923	189
Grand Jury	207	207	206	1
Criminal Attorney Appointment	359	384	373	11
Criminal Mental Health Court	256	504	503	1
County Court at Law #1	616	616	612	4
County Court at Law #2	620	621	618	3
County Court at Law #3	614	627	579	48
County Criminal Court #1	1,032	1,087	1,075	12
County Criminal Court #2	1,030	1,110	1,092	18
County Criminal Court #3	883	983	951	32
County Criminal Court #4	1,009	1,010	962	48
County Criminal Court #5	1,184	1,355	1,323	32
County Criminal Court #6	792	872	852	20
County Criminal Court #7	940	995	898	97
County Criminal Court #8	865	925	892	33
County Criminal Court #9	828	878	864	14
County Criminal Court #10	868	938	852	86
Probate Court 1	2,356	2,355	2,243	112
Probate Court 2	2,444	2,446	2,269	177
Justice of the Peace Pct. 1	810	810	755	55
Justice of the Peace Pct. 2	809	838	834	4
Justice of the Peace Pct. 3	807	809	724	85

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BUDGETARY COMPARISON SCHEDULE
GENERAL FUND (CONCLUDED)

For the year ended September 30, 2019 (Amounts in thousands)

	General Fund			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
EXPENDITURES:				
Justice of the Peace Pct. 4	$ 771	$ 771	$ 762	$ 9
Justice of the Peace Pct. 5	637	637	609	28
Justice of the Peace Pct. 6	728	741	731	10
Justice of the Peace Pct. 7	823	824	808	16
Justice of the Peace Pct. 8	762	766	766	-
District Attorney	42,235	42,235	41,518	717
District Clerk	11,282	11,282	10,972	310
County Clerk	11,904	11,904	11,137	767
Domestic Relations	8,207	8,207	7,877	330
Jury Services	2,212	2,212	2,116	96
Courts / Judiciary	2,730	541	540	1
Human Services	4,918	4,918	3,561	1,357
Child Protective Services	2,740	2,740	2,527	213
Public Assistance	823	823	823	-
TX Cooperative Extension	843	843	660	183
Veterans Services	507	507	480	27
Historical Commission	288	288	253	35
Total Expenditures	$ 554,891	$ 554,891	$ 481,387	$ 73,504

BUDGETARY COMPARISON SCHEDULE
ROAD AND BRIDGE

For the year ended September 30, 2019 (Amounts in thousands)

	Road and Bridge			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Taxes	$ -	$ -	$ 1	$ 1
Fees of office	18,324	18,324	19,167	843
Intergovernmental	55	55	99	44
Investment income	290	290	277	(13)
Other revenues	277	277	323	46
Transfers	8,305	8,305	8,305	-
Total Revenues	$ 27,251	$ 27,251	$ 28,172	$ 921
EXPENDITURES:				
Buildings	$ 36	$ 36	$ 30	$ 6
Commissioner Precinct 1	8,442	8,442	7,824	618
Commissioner Precinct 2	4,971	4,971	4,196	775
Commissioner Precinct 3	5,114	5,114	4,762	352
Commissioner Precinct 4	7,744	7,744	7,339	405
Right of Way	3,668	2,760	686	2,074
Transportation	3,334	4,242	3,559	683
Road and Bridge Non-Departmental	1,753	1,753	434	1,319
Total Expenditures	$ 35,062	$ 35,062	$ 28,830	$ 6,232

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NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION For the year ended September 30, 2019

1. Budgets and Budgetary Accounting

Tarrant County adheres to the following procedures in its consideration and adoption of its annual operating budget:

- Departmental annual budget requests are submitted by the department head to the County Budget Officer during the third quarter of the fiscal year for the upcoming fiscal year to begin October 1.
- The County Auditor prepares an estimate of available resources for the upcoming fiscal year.
- The County Budget Officer prepares the proposed annual operating budget to be presented to the Commissioners Court for their consideration. The budget represents the financial plan for the new fiscal year.
- Public hearings are held on the proposed budget.
- The Commissioners Court must adopt an annual operating budget by a majority vote of the Commissioners Court before September 30. To support the budget, property taxes are assessed on October 1, creating a legal enforceable claim. The adopted budget must be balanced; that is, available resources must be sufficient to support annual appropriations.
- The legal level of budgetary control is 10 categorical levels within each department. Commissioners Court may legally amend the budget. Management must seek approval of Commissioners Court to transfer appropriations between categories even within the same department.
- Some budgets are developed at a “sub-fund” level. These “sub-funds” may not be budgeted at the 10 categorical levels, but budgeted at the total “sub-fund” level.
- A separate budget report detailed to the legal level of control is available upon request. The detailed budget report has “sub-funds” and contains more detail than the budget information provided within this report.
- Annual appropriated budgets are legally adopted for all funds except TCHFC, TCIDC and Grants Fund. The budget is prepared utilizing a modified cash basis of accounting, as allowed by state statutes. Beginning fund balance is budgeted as revenue, as required by state statutes.
- Encumbrances are used for budgetary basis accounting for the appropriated budgets. Encumbrances consume budget as an actual when a purchase order is issued. Encumbrances do not represent expenditures or liabilities for modified accrual basis until the goods or services are received.
- Unencumbered appropriations lapse at year-end for all funds.
- The financial statements are prepared in accordance with GAAP and, accordingly, there are differences between the amounts reported as revenues and expenditures in the financial statements and the amounts reflected in the budgetary comparison schedule.

2. Reconciliation to Fund Statements

For GAAP purposes, transfers are considered as other financing sources and are not considered revenues or expenditures. Also, for GAAP purposes, revenues are considered when measurable and available, therefore, some accruals are made for revenues. Additionally, encumbrances are not considered expenditures or liabilities. These are the primary differences in the financial statements prepared in accordance with GAAP and the budgetary comparison schedule. The following table illustrates the various components of these differences and their impact on the excess of revenues over expenditures for the governmental fund types (in thousands):

	General Fund	Road and Bridge
Revenues		
Budgetary Basis	$ 488,644	$ 28,172
Transfers in	(667)	(8,305)
Market value adjustment for securities and non-monetary donation not budget relevant	569	-
Available in 2019, received in 2020	479	-
Accrued in prior years, received in 2019	(762)	-
Revenues on modified accrual (GAAP) basis	488,263	19,867
Expenditures		
Budgetary Basis	481,387	28,830
Transfers out	(40,389)	-
Incurred in prior years, paid in 2019	1,149	321
Incurred during 2019, payable in future years	(2,344)	(1,648)
Prepaid, bad debt, non-monetary donation & inventory adjustment not budget relevant	519	(194)
Expenditures on modified accrual (GAAP) basis	440,322	27,309
Other Financing Sources (Uses)	(39,722)	8,305
Changes in fund balance on modified accrual (GAAP) basis	$ 8,219	$ 863

A separate budget report detailed to the legal level of control is available upon request. The detailed budget report has “sub-funds” and contains more detail than the budget information provided within this report.


TARRANT COUNTY, TEXAS

REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF COUNTY PENSION CONTRIBUTIONS
(Amounts in thousands)

	Year ended September 30				
	2019	**2018**	**2017**	**2016**	**2015**
Actuarially determined contribution	$ 38,960	$ 38,055	$ 36,398	$ 35,941	$ 34,260
Contributions in relation to the actuarially determined contribution	53,353	50,786	46,843	44,024	39,342
Contribution (excess)	(14,393)	(12,731)	(10,445)	(8,083)	(5,082)
Covered payroll	$ 273,603	$ 262,718	$ 253,641	$ 251,567	$ 234,785
Contributions as a percentage of covered payroll	19.50%	19.33%	18.47%	17.50%	16.76%

Notes to Schedule

Valuation date:	Actuarially determined contribution rates are calculated each December 31, two years prior to the end of the fiscal year in which contributions are reported
Methods and assumptions used to determine contribution rates:	
Actuarial cost method	Entry age
Amortization method	Level percentage of payroll, closed
Remaining amortization period	6.1 years (based on contribution rate calculated in 12/31/2018 valuation)
Asset valuation method	5 year smoothed market
Inflation	2.75%
Salary increases	Varies by age and service. 4.9% average over career, including inflation
Investment rate of return	8%, net of administrative and investment expenses, including inflation
Retirement age	Members who are eligible for service retirement are assumed to commence receiving benefit payments based on age. The average age at service retirement for recent retirees is 61.
Mortality	130% of the RP-2014 Healthy Annuitant Mortality Table for males and 110% of the RP-2014 Healthy Annuitant Mortality Table for females, both projected with 110% of the MP-2014 Ultimate scale after 2014.
Changes in Plan Provisions Reflected in the Schedule *	Calendar year 2015: Employer contributions reflect that a 50% CPI COLA adoption Calendar year 2016: No changes in plan provisions Calendar year 2017: Employer contributions reflect a 50% CPI COLA adoption Also, new Annuity Purchase rates were reflected for benefits earned after 2017 Calendar year 2018: Employer contributions reflect a 50% CPI COLA adoption
Changes in Assumptions Methods Reflected in the Schedule *	Calendar year 2015: New inflation, mortality and other assumptions reflected. Calendar year 2017: New mortality assumptions were reflected.

** Only changes that affect the benefit amount and that are effective 2015 and later are shown in the Notes to Schedule*

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

2014	2013	2012	2011	2010
$ 32,472	$ 29,612	$ 27,321	$ 26,366	$ 24,815
38,235	32,372	27,321	26,366	24,815
(5,763)	(2,760)	-	-	-
$ 225,829	$ 217,492	$ 213,321	$ 216,495	$ 212,965
16.93%	14.88%	12.81%	12.18%	11.65%

REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
(Amounts in thousands)

	Plan Year ended December 31		
	2018	**2017**	**2016**
Total Pension Liability			
Service cost	$ 39,155	$ 38,878	$ 39,393
Interest on total pension liability	135,469	129,570	120,402
Effect of plan changes	(60,557)	-	-
Effect of assumption changes or inputs	-	(9,933)	-
Difference between expected and actual activity	(1,393)	(16,337)	(2,578)
Refunds of contributions	(2,068)	(3,479)	(2,321)
Benefit payments	(71,926)	(65,434)	(59,509)
Other	1,780	1,703	1,600
Net change in total pension liability	40,460	74,968	96,987
Total pension liability, beginning	1,667,799	1,592,831	1,495,844
Total pension liability, ending (a)	$ 1,708,259	$ 1,667,799	$ 1,592,831
Fiduciary Net Position			
Employer contributions	$ 51,604	$ 47,657	$ 42,720
Member contributions	18,518	17,817	17,094
Investment income (loss) net of investment expenses	(26,041)	178,077	84,033
Refunds of contributions	(2,068)	(3,479)	(2,321)
Benefit payments	(71,926)	(65,434)	(59,509)
Administrative expenses	(1,096)	(927)	(913)
Other	1,513	1,247	4,229
Net change in fiduciary net position	(29,496)	174,958	85,333
Fiduciary net position, beginning	1,394,031	1,219,073	1,133,740
Fiduciary net position, ending (b)	$ 1,364,535	$ 1,394,031	$ 1,219,073
Net pension liability, ending = (a) - (b)	$ 343,724	$ 273,768	$ 373,758
Fiduciary net position as a percentage of total pension liability	79.88%	83.59%	76.53%
Covered payroll	$ 264,548	$ 254,133	$ 244,001
Net pension liability as a percentage of covered payroll	129.93%	107.73%	153.18%

TCDRS Comprehensive Annual Financial Report is available at www.tcdrs or PO Box 2034, Austin, Texas 78768-2034.
The County implemented GASB 68 in fiscal year 2015. Information prior to fiscal year 2015 is not available, therefore, ten years of data will accumulate over time.

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2015	2014
$ 37,283	$ 35,951
113,517	105,804
(7,351)	-
21,317	-
(15,711)	(898)
(2,989)	(2,207)
(54,948)	(49,258)
1,503	
92,621	89,392
1,403,223	1,313,831
$ 1,495,844	$ 1,403,223
$ 41,529	$ 33,317
16,662	16,120
(3,788)	72,724
(2,989)	(2,207)
(54,948)	(49,258)
(818)	(850)
517	31
(3,835)	69,877
1,137,575	1,067,698
$ 1,133,740	$ 1,137,575
$ 362,104	$ 265,648
75.79%	81.07%
$ 237,309	$ 228,675
152.59%	116.17%

REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN OPEB LIABILITY AND RELATED RATIOS
(Amounts in thousands)

	Measurement date September 30	
	2018	**2017**
Total OPEB Liability		
Service cost	$ 11,025	$ 12,432
Interest cost	8,236	7,137
Difference between expected and actual activity	(48,089)	-
Effect of assumption changes or inputs	(19,539)	(17,168)
Benefit payments	(7,479)	(7,305)
Net change in total OPEB liability	(55,846)	(4,904)
Total OPEB liability, beginning	219,561	224,465
Total OPEB liability, ending (a)	$ 163,715	$ 219,561
Fiduciary Net Position		
Employer contributions	$ 7,479	$ 7,305
Benefit payments	(7,479)	(7,305)
Net change in fiduciary net position	-	-
Fiduciary net position, beginning	-	-
Fiduciary net position, ending (b)	-	-
Total OPEB liability, ending = (a) - (b)	$ 163,715	$ 219,561
Fiduciary net position as a percentage of total OPEB liability	0.00%	0.00%
Covered employee payroll	$ 243,335	$ 254,210
Total OPEB liability as a percentage of covered employee payroll	67.28%	86.37%

Notes to schedule

There are no assets in a qualifying trust, as defined by GASB 75, to pay related benefits.

Changes of assumptions: Changes of assumptions and other inputs reflect the effects of changes in the discount rate each period. The following are the discount rates used in each period:

2018	4.18%
2017	3.64%
2016	3.06%

The County implemented GASB 75 in fiscal year 2018. Information prior to fiscal year 2018 is not available, therefore, ten years of data will accumulate over time.

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DISCRETELY PRESENTED COMPONENT UNIT - TCHD
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF PENSION CONTRIBUTIONS - TCHD

(Amounts in thousands)

Year ended September 30,	Actuarially determined contribution	Contributions in relation to the actuarially determined contribution	Contribution deficiency (excess)	Covered payroll	Contributions as a percentage of covered payroll
2019	$ 17,281	$ 17,281	$ -	$ 276,493	6.25%
2018	17,305	17,305	-	256,366	6.75%
2017	14,443	14,443	-	213,963	6.75%
2016	13,579	13,579	-	201,170	6.75%
2015	12,313	12,313	-	182,418	6.75%
2014	11,625	11,625	-	178,847	6.50%

Notes to Schedule

Valuation date:	Actuarially determined contribution rates are calculated as of October 1, which is the most recent valuation date prior to the end of the fiscal year in which contributions are reported

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry age
Amortization method	“Closed group” level dollar of payroll
Remaining amortization period	5 years at October 1, 2018 and 2017, respectively; recalculated annually; employer contribution rate constant unless amortization period > 25 years or ≤ 0 years
Asset valuation method	5 year smoothed market
Inflation	2.25%
Salary increases	5.0%, average, including inflation
Investment rate of return	7.00% and 7.25% for 2018 and 2017, respectively, net of pension plan investment expenses, including inflation
Retirement age	60
Mortality	RP-2014 Total Employee Mortality Table, projected from 2006 base year with Scale MP-2018 and MP-2017 mortality improvement scales for 2018 and 2017, respectively.

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, TCHD will present information for those years for which information is available.

DISCRETELY PRESENTED COMPONENT UNIT - TCHD
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
(Amounts in thousands)

	Measurement date October 1		
	2018	**2017**	**2016**
Total Pension Liability			
Service cost	$ 15,429	$ 12,604	$ 12,028
Interest on total pension liability	19,526	17,416	15,931
Changes of benefit terms	184	-	-
Effect of assumption changes or inputs	8,396	(1,084)	(2,153)
Difference between expected and actual activity	4,775	5,794	1,523
Benefit payments, including refunds of employee contributions	(8,577)	(6,590)	(7,210)
Administrative expenses	(886)	(515)	(496)
Net change in total pension liability	38,847	27,625	19,623
Total pension liability, beginning	258,989	231,364	211,741
Total pension liability, ending (a)	$ 297,836	$ 258,989	$ 231,364
Fiduciary Net Position			
Employer contributions	$ 17,305	$ 14,443	$ 13,579
Member contributions	2,314	1,933	1,805
Investment income (loss) net of investment expenses	25,385	29,994	20,967
Benefit payments, including refunds of employee contributions	(8,577)	(6,590)	(7,210)
Administrative expenses	(886)	(515)	(496)
Net change in fiduciary net position	35,541	39,265	28,645
Fiduciary net position, beginning	257,038	217,773	189,128
Fiduciary net position, ending (b)	$ 292,579	$ 257,038	$ 217,773
Net pension liability, ending = (a) - (b)	$ 5,257	$ 1,951	$ 13,591
Fiduciary net position as a percentage of total pension liability	98.23%	99.25%	94.13%
Covered payroll	$ 256,366	$ 213,963	$ 201,170
Net pension liability as a percentage of covered payroll	2.05%	0.91%	6.76%

Notes to schedule:

Changes of assumptions:
1) Mortality updated to RP-2014 projected from 2006 base year using MP-2018

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, TCHD will present information for those years for which information is available.

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2015	2014
$ 12,181	$ 11,556
14,805	12,953
-	-
(4,900)	6,650
1,720	(717)
(6,069)	(7,021)
-	-
17,737	23,421
194,004	170,583
$ 211,741	$ 194,004
$ 12,313	$ 11,625
1,641	1,575
(2,629)	20,134
(6,069)	(7,021)
(587)	(407)
4,669	25,906
184,459	158,553
$ 189,128	$ 184,459
$ 22,613	$ 9,545
89.32%	95.08%
$ 182,418	$ 178,847
12.40%	5.34%


TARRANT COUNTY, TEXAS

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

NONMAJOR GOVERNMENTAL FUNDS


TARRANT COUNTY, TEXAS

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

NONMAJOR GOVERNMENTAL FUNDS
SPECIAL REVENUE FUNDS - FUND DESCRIPTIONS

LAW LIBRARY FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies collected in civil cases supporting the Tarrant County Law Library.

RECORDS PRESERVATION & AUTOMATION FUNDS

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies collected in court cases and from filing fees to allow for the preservation and automation of County Records.

EDUCATION FUND

This fund was established, pursuant to State statutes, to account for the collection and expenditure of monies collected to provide for the continuing education of those officials and employees associated with the probate courts and certain law enforcement officers.

PUBLIC HEALTH CONTRACT

The Tarrant County Hospital District provides funding for the operation of the Tarrant County Health Department in an effort to aggregate the cost of health service to Tarrant County residents. These funds are restricted. This fund also includes the Medicaid 1115 Waiver, this waiver is to enhance access to health care, increase the quality of care, improve the cost-effectiveness of care provided and better serve the health of the patients and their families. These funds are committed.

DISTRICT ATTORNEY CONTRACTS

These funds are used to account for monies collected by the District Attorney which are used in the investigation of criminal activities. These monies consist primarily of fees for bad checks and forfeited monies resulting from narcotics related convictions. These funds are restricted by State statutes.

SHERIFF CONTRACTS

These funds are used to account for monies collected by activities in the Sheriff Department. These activities include fees from operation of the jail commissary which are used for the benefit of the jail inmates. Some of these funds are the custody of the Sheriff. Monies are also collected from forfeitures resulting from narcotics related activities. These funds are restricted by State statutes.

MISCELLANEOUS CONTRACTS

These funds are used to account for monies received by Tarrant County as contributions for specified purposes. These funds may be restricted by the donor if not; they are committed for a specific purpose by the Commissioners Court.

COURT DESIGNATED FUNDS

These funds were established to account for the collection and expenditure of court ordered fees, pursuant to State statutes.

VEHICLE INVENTORY TAX FUND

This fund was established, pursuant to State statutes, to account for any earnings generated from the vehicle inventory tax, which the collector shall retain to defray the cost of collecting this tax.

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CONSUMER HEALTH FUND

This fund was established, pursuant to State statutes, to account for the collection of food permit fees and expenditures incurred in connection with issuing permits and conducting inspections.

HOUSING FINANCE CORPORATION

The Housing Finance Corporation was organized exclusively for the purpose of benefiting and accomplishing public purpose of, and on behalf of, the County, by financing the cost of residential ownership and development that will provide decent, safe and sanitary housing for residents of the County at prices they can afford.

INDUSTRIAL DEVELOPMENT CORPORATION

The Industrial Development Corporation was organized to promote and develop commercial, industrial and manufacturing enterprises to promote and encourage employment and public welfare.


TARRANT COUNTY, TEXAS

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
September 30, 2019 (Amounts in thousands)

	Special Revenue Funds				
	Law Library	Records Preservation and Automation	Education	Public Health Contract	District Attorney Contracts
ASSETS					
Cash, cash equivalents, and investments	$ 1,222	$ 19,710	$ 208	$ 28,578	$ 3,226
Other receivables, net of allowance for uncollectibles	11	56	-	1,095	-
Supplies and prepaid items	-	6	-	15	-
TOTAL ASSETS	$ 1,233	$ 19,772	$ 208	$ 29,688	$ 3,226
LIABILITIES					
Accounts payable	$ 75	$ 14	$ 6	$ 210	$ 66
Other liabilities	6	58	-	267	1,538
Due to other funds	-	-	-	-	-
Total liabilities	81	72	6	477	1,604
DEFERRED INFLOWS OF RESOURCES					
Unavailable revenue-other receivables	-	-	-	1,095	-
Total deferred inflows of resources	-	-	-	1,095	-
FUND BALANCES					
Nonspendable	-	6	-	15	-
Restricted:					
Law library	998	-	-	-	-
Records management	-	18,637	-	-	-
Education	-	-	202	-	-
Public health	-	-	-	2,507	-
Law enforcement and prosecution	-	-	-	-	1,551
Contractual agreements	-	-	-	-	-
Court designated programs	-	-	-	-	-
VIT administration	-	-	-	-	-
Committed:					
Law library	154	-	-	-	-
Records management	-	1,057	-	-	-
Public health	-	-	-	25,594	-
Law enforcement and prosecution	-	-	-	-	71
Contractual agreements	-	-	-	-	-
Court designated programs	-	-	-	-	-
Assigned:					
Economic development	-	-	-	-	-
Total fund balances	1,152	19,700	202	28,116	1,622
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	$ 1,233	$ 19,772	$ 208	$ 29,688	$ 3,226

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Sheriff Contracts	Miscellaneous Contracts	Court Designated Funds	Vehicle Inventory Tax	Consumer Health	Housing Finance Corporation	Industrial Development Corporation	Total
$ 5,207	$ 11,206	$ 2,530	$ 1,396	$ 460	$ 4,209	$ 46	$ 77,998
92	2,306	124	-	-	-	-	3,684
50	-	-	-	-	-	-	71
$ 5,349	$ 13,512	$ 2,654	$ 1,396	$ 460	$ 4,209	$ 46	$ 81,753
$ 100	$ 488	$ 115	$ -	$ 1	$ -	$ -	$ 1,075
67	137	5	2	21	-	-	2,101
-	31	-	-	-	-	-	31
167	656	120	2	22	-	-	3,207
-	542	-	-	-	-	-	1,637
-	542	-	-	-	-	-	1,637
50	-	-	-	-	-	-	71
-	-	-	-	-	-	-	998
-	-	-	-	-	-	-	18,637
-	-	-	-	-	-	-	202
-	25	-	-	365	-	-	2,897
4,737	127	-	-	-	-	-	6,415
-	2,671	-	-	-	-	-	2,671
-	562	2,278	-	-	-	-	2,840
-	-	-	1,394	-	-	-	1,394
-	-	-	-	-	-	-	154
-	-	-	-	-	-	-	1,057
-	8,234	-	-	73	-	-	33,901
395	1	-	-	-	-	-	467
-	590	-	-	-	-	-	590
-	104	256	-	-	-	-	360
-	-	-	-	-	4,209	46	4,255
5,182	12,314	2,534	1,394	438	4,209	46	76,909
$ 5,349	$ 13,512	$ 2,654	$ 1,396	$ 460	$ 4,209	$ 46	$ 81,753

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS

For the year ended September 30, 2019 (Amounts in thousands)

	Special Revenue Funds				
	Law Library	Records Preservation and Automation	Education	Public Health Contract	District Attorney Contracts
REVENUES:					
Taxes	$ -	$ -	$ -	$ -	$ -
Licenses and permits	-	-	-	-	-
Fees of office	1,423	4,692	26	1,025	9
Intergovernmental	-	-	88	26,607	-
Investment income	25	439	-	599	36
Other revenues	38	2	-	81	563
Total revenues	1,486	5,133	114	28,312	608
EXPENDITURES:					
Current:					
General government	-	2,154	-	142	-
Public safety	-	-	70	-	-
Judicial	145	1,105	40	-	223
Community services	1,037	-	-	22,039	-
Capital outlay	-	438	-	305	74
Total expenditures	1,182	3,697	110	22,486	297
Excess (deficiency) of revenues over (under) expenditures	304	1,436	4	5,826	311
OTHER FINANCING SOURCES (USES):					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
Total other financing sources (uses)	-	-	-	-	-
Change in fund balance	304	1,436	4	5,826	311
FUND BALANCES, beginning of year	848	18,264	198	22,290	1,311
FUND BALANCES, end of year	$ 1,152	$ 19,700	$ 202	$ 28,116	$ 1,622

Sheriff Contracts	Miscellaneous Contracts	Court Designated Funds	Vehicle Inventory Tax	Consumer Health	Housing Finance Corporation	Industrial Development Corporation	Total
$ -	$ -	$ -	$ 181	$ -	$ -	$ -	$ 181
-	12	-	-	-	-	-	12
-	11,770	1,740	192	1,074	-	-	21,951
-	3,553	197	-	-	-	-	30,445
111	190	57	29	12	61	-	1,559
2,769	1,109	-	-	-	479	-	5,041
2,880	16,634	1,994	402	1,086	540	-	59,189
-	2,632	550	84	-	-	-	5,562
2,409	1,526	72	-	-	-	-	4,077
-	983	588	-	-	-	-	3,084
-	8,174	-	-	1,128	49	1	32,428
315	794	2	73	54	-	-	2,055
2,724	14,109	1,212	157	1,182	49	1	47,206
156	2,525	782	245	(96)	491	(1)	11,983
250	1,231	-	-	-	-	-	1,481
-	(59)	(608)	-	-	-	-	(667)
250	1,172	(608)	-	-	-	-	814
406	3,697	174	245	(96)	491	(1)	12,797
4,776	8,617	2,360	1,149	534	3,718	47	64,112
$ 5,182	$ 12,314	$ 2,534	$ 1,394	$ 438	$ 4,209	$ 46	$ 76,909


TARRANT COUNTY, TEXAS

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

BUDGETARY COMPLIANCE

COMPREHENSIVE ANNUAL FINANCIAL REPORT, **TARRANT COUNTY, TEXAS**


TARRANT COUNTY, TEXAS

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SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL (BUDGETARY BASIS) - DEBT SERVICE

For the year ended September 30, 2019 (Amounts in thousands)

	Debt Service Fund			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Taxes	$ 36,323	$ 36,323	$ 36,309	$ (14)
Investment income	290	290	429	139
Total Revenues	$ 36,613	$ 36,613	$ 36,738	$ 125
EXPENDITURES:				
Debt service	$ 38,284	$ 38,284	$ 37,283	$ 1,001
Total Expenditures	$ 38,284	$ 38,284	$ 37,283	$ 1,001

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL (BUDGETARY BASIS) - CAPITAL PROJECTS (CONTINUED)

For the year ended September 30, 2019 (Amounts in thousands)

	Capital Projects			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Investment income	$ 2,400	$ 2,400	$ 3,469	$ 1,069
Other revenues	-	151	1,529	1,378
Transfers	30,447	30,722	31,062	340
Total Revenues	$ 32,847	$ 33,273	$ 36,060	$ 2,787
EXPENDITURES:				
County Administrator	$ 23	$ 28	$ 26	$ 2
Non-Departmental	21,914	9,493	8	9,485
Auditor	9	9	1	8
Tax Assessor / Collector	66	66	50	16
Elections Administration	-	11,148	11,146	2
Information Technology	17,666	18,222	10,489	7,733
Human Resources	3	4	4	-
Purchasing	-	1	1	-
Facilities	667	818	425	393
Sheriff	156	258	246	12
Sheriff - Confinement	37	37	37	-
Constable Precinct 2	6	6	5	1
Constable Precinct 8	7	7	-	7
Medical Examiner	671	671	179	492
Fire Marshal	3	3	3	-
Community Supervision	11	11	11	-
Juvenile Services	1	18	18	-
Buildings	73,051	73,182	9,576	63,606
Criminal District Court 1	1	1	-	1
Criminal District Court 2	-	1	1	-
213TH District Court	-	2	2	-
371ST District Court	1	1	1	-
396TH District Court	2	2	2	-
Magistrate Court	-	3	3	-
233RD District Court	-	4	4	-
323RD District Court	-	1	1	-
325TH District Court	-	3	3	-
Criminal Court Administration	11	52	50	2
County Court at Law #1	-	1	1	-
County Criminal Court 2	1	2	1	1
County Criminal Court 9	1	1	-	1
Probate Court 1	6	6	1	5
Probate Court 2	1	1	1	-
Justice of the Peace Pct. 1	-	1	1	-
Justice of the Peace Pct. 2	1	1	1	-
Justice of the Peace Pct. 4	-	1	1	-
Justice of the Peace Pct. 5	8	8	4	4
Justice of the Peace Pct. 6	1	2	2	-
Justice of the Peace Pct. 7	5	5	3	2
District Attorney	-	4	-	4
District Clerk	23	24	19	5

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL (BUDGETARY BASIS) - CAPITAL PROJECTS (CONCLUDED)

For the year ended September 30, 2019 (Amounts in thousands)

	Capital Projects			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
EXPENDITURES:				
County Clerk	$ 72	$ 72	$ 12	$ 60
Domestic Relations	2	5	5	-
Jury Services	43	43	39	4
Courts / Judiciary	33	22	-	22
Human Services	-	1	1	-
TX Cooperative Extension	2	2	1	1
Veterans Services	1	2	2	-
Commissioner Precinct 1	3,165	3,165	845	2,320
Commissioner Precinct 2	857	904	588	316
Commissioner Precinct 3	795	973	525	448
Commissioner Precinct 4	245	529	261	268
Right of Way	550	550	550	-
Transportation	35,448	35,617	10,438	25,179
Total Expenditures	$ 155,566	$ 155,994	$ 45,594	$ 110,400

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL (BUDGETARY BASIS) - NONMAJOR SPECIAL REVENUE FUNDS

For the year ended September 30, 2019 (Amounts in thousands)

	Law Library			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Fees of office	$ 1,190	$ 1,190	$ 1,423	$ 233
Investment income	14	14	25	11
Other revenues	31	31	38	7
Total Revenues	$ 1,235	$ 1,235	$ 1,486	$ 251
EXPENDITURES:				
Law Library	$ 1,689	$ 1,689	$ 1,083	$ 606
Judicial Law Library	175	175	153	22
Total Expenditures	$ 1,864	$ 1,864	$ 1,236	$ 628

	Records Preservation and Automation			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Fees of office	$ 4,620	$ 4,620	$ 4,692	$ 72
Investment income	290	290	439	149
Other revenues	-	-	2	2
Total Revenues	$ 4,910	$ 4,910	$ 5,133	$ 223
EXPENDITURES:				
Information Technology	$ 2,777	$ 2,777	$ 882	$ 1,895
District Clerk	1,332	1,332	886	446
County Clerk	18,767	18,767	1,909	16,858
Total Expenditures	$ 22,876	$ 22,876	$ 3,677	$ 19,199

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SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL (BUDGETARY BASIS) - NONMAJOR SPECIAL REVENUE FUNDS

For the year ended September 30, 2019 (Amounts in thousands)

	Education			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Fees of office	$ 27	$ 27	$ 26	$ (1)
Intergovernmental	-	88	88	-
Total Revenues	$ 27	$ 115	$ 114	$ (1)
EXPENDITURES:				
Sheriff	$ 78	$ 129	$ 59	$ 70
Sheriff-Confinement	7	41	10	31
Constable Precinct 1	2	4	3	1
Constable Precinct 2	5	6	-	6
Constable Precinct 3	4	6	6	-
Constable Precinct 4	10	11	2	9
Constable Precinct 5	5	6	-	6
Constable Precinct 6	7	8	-	8
Constable Precinct 7	6	8	1	7
Constable Precinct 8	2	3	3	-
Fire Marshal	-	1	1	-
Probate Court 1	42	42	12	30
Probate Court 2	39	39	9	30
District Attorney	1	4	4	-
Total Expenditures	$ 208	$ 308	$ 110	$ 198

	Public Health			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Fees of office	$ 1,094	$ 1,094	$ 1,025	$ (69)
Intergovernmental	16,611	16,611	26,606	9,995
Investment income	375	375	599	224
Other revenues	-	-	82	82
Transfer	549	549	549	-
Total Revenues	$ 18,629	$ 18,629	$ 28,861	$ 10,232
EXPENDITURES:				
Non-Departmental	$ 17,865	$ 11,728	$ 549	$ 11,179
Buildings	160	160	142	18
Public Health	20,805	26,942	22,201	4,741
Total Expenditures	$ 38,830	$ 38,830	$ 22,892	$ 15,938

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL (BUDGETARY BASIS) - NONMAJOR SPECIAL REVENUE FUNDS

For the year ended September 30, 2019 (Amounts in thousands)

	District Attorney			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Fees of office	$ -	$ -	$ 10	$ 10
Investment income	21	21	36	15
Other revenues	-	-	562	562
Total Revenues	$ 21	$ 21	$ 608	$ 587
EXPENDITURES:				
District Attorney	$ 1,262	$ 1,262	$ 294	$ 968
Total Expenditures	$ 1,262	$ 1,262	$ 294	$ 968

	Sheriff Contracts			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Investment income	$ 75	$ 75	$ 110	$ 35
Other revenues	1,620	1,620	2,770	1,150
Transfer	250	250	250	-
Total Revenues	$ 1,945	$ 1,945	$ 3,130	$ 1,185
EXPENDITURES:				
Sheriff	$ 856	$ 856	$ 521	$ 335
Sheriff - Confinement	5,113	5,113	2,470	2,643
Total Expenditures	$ 5,969	$ 5,969	$ 2,991	$ 2,978

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SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL (BUDGETARY BASIS) - NONMAJOR SPECIAL REVENUE FUNDS

For the year ended September 30, 2019 (Amounts in thousands)

	Miscellaneous Contracts			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Licenses and permits	$ -	$ 25	$ 12	$ (13)
Fees of office	219	6,028	11,774	5,746
Intergovernmental	591	3,607	3,617	10
Investment income	97	97	190	93
Other revenues	804	952	1,109	157
Transfer	750	2,800	1,231	(1,569)
Total Revenues	$ 2,461	$ 13,509	$ 17,933	$ 4,424
EXPENDITURES:				
County Administrator	$ 2	$ 5	$ -	$ 5
Non-Departmental	26	26	11	15
Elections Administration	200	3,662	3,071	591
Information Technology	10	10	10	-
Self Insurance	1,192	1,192	117	1,075
Sheriff	1	1	-	1
Constable Precinct 7	7	20	9	11
Medical Examiner	50	50	21	29
Fire Marshal	91	169	103	66
Community Supervision	1,340	3,390	1,439	1,951
Juvenile Services	333	333	22	311
Criminal Court Administration	488	488	231	257
Veterans Diversion Court	42	42	4	38
District Attorney	536	584	533	51
Domestic Relations	7	7	6	1
8th Admin Judicial Region	118	119	118	1
Public Health	2,425	10,344	9,581	763
Human Services	52	208	141	67
Child Protective Services	201	201	132	69
Public Assistance	50	50	35	15
Historical Commission	45	45	2	43
Total Expenditures	$ 7,216	$ 20,946	$ 15,586	$ 5,360

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL (BUDGETARY BASIS) - NONMAJOR SPECIAL REVENUE FUNDS

For the year ended September 30, 2019 (Amounts in thousands)

	Court Designated			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Fees of office	$ 1,606	$ 1,628	$ 1,740	$ 112
Intergovernmental	140	140	197	57
Investment income	40	40	57	17
Total Revenues	$ 1,786	$ 1,808	$ 1,994	$ 186
EXPENDITURES:				
Non Departmental	$ 2,192	$ 2,213	$ 1,158	$ 1,055
Information Technology	369	369	2	367
Facilities	3	3	-	3
Community Supervision	90	90	72	18
323rd District Court	360	360	211	149
Appeals Court	191	191	185	6
Criminal Court Administration	243	243	82	161
Probate Court 1	314	314	57	257
Probate Court 2	219	219	52	167
Total Expenditures	$ 3,981	$ 4,002	$ 1,819	$ 2,183

	Vehicle Inventory Tax			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Taxes	$ 350	$ 350	$ 181	$ (169)
Fees of office	100	100	192	92
Investment income	15	15	29	14
Total Revenues	$ 465	$ 465	$ 402	$ (63)
EXPENDITURES:				
Tax Assessor/Collector	$ 1,592	$ 1,592	$ 157	$ 1,435
Total Expenditures	$ 1,592	$ 1,592	$ 157	$ 1,435

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SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL (BUDGETARY BASIS) - NONMAJOR SPECIAL REVENUE FUNDS

For the year ended September 30, 2019 (Amounts in thousands)

	Consumer Health			
	Original Budget	Final Budget	Actual Budgetary Basis	Variance Positive (Negative)
REVENUES:				
Fees of office	$ 1,035	$ 1,035	$ 1,074	$ 39
Investment income	9	9	12	3
Total Revenues	$ 1,044	$ 1,044	$ 1,086	$ 42
EXPENDITURES:				
Public Health	$ 1,531	$ 1,531	$ 1,152	$ 379
Total Expenditures	$ 1,531	$ 1,531	$ 1,152	$ 379


TARRANT COUNTY, TEXAS

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INTERNAL SERVICE FUNDS


TARRANT COUNTY, TEXAS

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INTERNAL SERVICE FUNDS
FUND DESCRIPTIONS

EMPLOYEE BENEFITS FUND

This fund was established to account for Tarrant County employee benefits (e.g., medical, dental and life insurance).

SELF INSURANCE FUND

These funds were established to account for County self-insured general liability, law enforcement, public officials' error and omissions, medical malpractice and automobile physical damage.

WORKERS' COMPENSATION FUND

This fund was established to account for workers' compensation claims.

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COMBINING STATEMENT OF NET POSITION
INTERNAL SERVICE FUNDS
September 30, 2019 (Amounts in thousands)

ASSETS	Employee Benefits	Self Insurance	Workers Compensation	Total
Current assets:				
Cash and cash equivalents	$ 21,836	$ 2,868	$ 2,564	$ 27,268
Other receivables, net of allowance for uncollectibles	3,546	7	1	3,554
Prepaid expenses and inventory	241	-	-	241
Total current assets	25,623	2,875	2,565	31,063
LIABILITIES				
Current liabilities:				
Accounts payable	997	26	74	1,097
Other liabilities	5,014	-	-	5,014
Unearned revenue	98	-	-	98
Other long term liabilities-current portion	-	368	3,113	3,481
Total current liabilities	6,109	394	3,187	9,690
Noncurrent liabilities:				
Other noncurrent liabilities	-	1,085	4,459	5,544
Total noncurrent liabilities	-	1,085	4,459	5,544
Total liabilities	6,109	1,479	7,646	15,234
NET POSITION				
Unrestricted	19,514	1,396	(5,081)	15,829
Total net position	$ 19,514	$ 1,396	$ (5,081)	$ 15,829

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COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION - INTERNAL SERVICE FUNDS

For the year ended September 30, 2019 (Amounts in thousands)

	Employee Benefits	Self Insurance	Workers Compensation	Total
OPERATING REVENUES				
Charges for services - external	$ 17,389	$ -	$ -	$ 17,389
Charges for services - internal	52,180	-	2,366	54,546
Other revenues	4,331	28	1,164	5,523
Total operating revenues	73,900	28	3,530	77,458
OPERATING EXPENSES				
Building and equipment	1	115	-	116
Self insurance claims	65,115	148	2,340	67,603
Insurance premiums	2,404	-	-	2,404
Other expenses	4,457	596	277	5,330
Total operating expenses	71,977	859	2,617	75,453
Operating income (loss)	1,923	(831)	913	2,005
NONOPERATING REVENUES				
Investment income	461	70	55	586
Total nonoperating revenues	461	70	55	586
Income (loss) before transfers	2,384	(761)	968	2,591
Transfers in	-	375	-	375
Transfers out	(494)	-	-	(494)
Change in net position	1,890	(386)	968	2,472
Net position - beginning	17,624	1,782	(6,049)	13,357
Net position (deficit) - ending	$ 19,514	$ 1,396	$ (5,081)	$ 15,829

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COMBINING STATEMENT OF CASH FLOWS
INTERNAL SERVICE FUNDS

For the year ended September 30, 2019 (Amounts in thousands)

	Employee Benefits	Self Insurance	Workers Compensation	Total
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts from customers and employees	$ 23,283	$ 24	$ 1,164	$ 24,471
Receipts from interfund charges	52,180	-	2,366	54,546
Payments for claims and judgments	(70,855)	(378)	(3,566)	(74,799)
Net cash provided by (used in) operating activities	4,608	(354)	(36)	4,218
CASH FLOWS FROM INVESTING ACTIVITIES				
Investment income, net	461	70	55	586
Net cash provided by investing activities	461	70	55	586
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES				
Transfers in	-	375	-	375
Transfers out	(494)	-	-	(494)
Net cash provided by (used in) noncapital financing activities	(494)	375	-	(119)
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	4,575	91	19	4,685
CASH AND CASH EQUIVALENTS, beginning of year	17,261	2,777	2,545	22,583
CASH AND CASH EQUIVALENTS, end of year	$ 21,836	$ 2,868	$ 2,564	$ 27,268
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:				
Income (loss) from operations	$ 1,923	$ (831)	$ 913	$ 2,005
Changes in assets and liabilities:				
Other receivables	1,553	(4)	-	1,549
Prepaid expenses and inventory	(47)	-	-	(47)
Accounts payable	605	(46)	-	559
Other liabilities	564	527	(949)	142
Unearned revenue	10	-	-	10
Net cash provided by (used in) operating activities	$ 4,608	$ (354)	$ (36)	$ 4,218

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FIDUCIARY FUNDS

COMPREHENSIVE ANNUAL FINANCIAL REPORT, **TARRANT COUNTY, TEXAS**


TARRANT COUNTY, TEXAS

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

FIDUCIARY FUNDS
FUND DESCRIPTIONS

AGENCY FUNDS:

PAYROLL CLEARING FUND

This fund was established to account for the routine receipts and disbursements associated with the payroll process.

FEE OFFICE FUND

This fund was established to account for the monies still in the custody of the several fee officers of the County that have not been remitted to the County Treasury and restricted assets of cash and investments held in the registry of the court and securities posted by bondsmen to secure bail bonds.

COMMUNITY SUPERVISION & CORRECTIONS FUND

This fund was established to account for the activities of a State agency with funds in the County depository.

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COMBINING STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
September 30, 2019 (Amounts in thousands)

	Agency Funds			
	Payroll Clearing	Fee Office	Community Supervision & Corrections	Total
ASSETS				
Current assets:				
Cash, cash equivalents, and investments	$ 5,892	$ 41,286	$ 8,312	$ 55,490
Other receivables	51	2	54	107
Restricted cash, cash equivalents, and investments	-	50,480	-	50,480
TOTAL ASSETS	$ 5,943	$ 91,768	$ 8,366	$ 106,077
LIABILITIES				
Current liabilities:				
Accounts payable	$ -	$ 10	$ 732	$ 742
Due to third parties	5,943	91,758	7,634	105,335
TOTAL LIABILITIES	$ 5,943	$ 91,768	$ 8,366	$ 106,077

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STATEMENT OF CHANGES IN ASSETS AND LIABILITES
FIDUCIARY FUNDS

For the year ended September 30, 2019 (Amounts in thousands)

	Balance October 1, 2018	Additions	Deletions	Balance September 30, 2019
PAYROLL CLEARING:				
Cash, cash equivalents, and investments	$ 5,720	$ 154,692	$ 154,520	$ 5,892
Other receivables	40	68	57	51
	$ 5,760	$ 154,760	$ 154,577	$ 5,943
Accounts payable	$ -	$ -	$ -	$ -
Due to third parties	5,760	154,635	154,452	5,943
	$ 5,760	$ 154,635	$ 154,452	$ 5,943
FEE OFFICE:				
Cash, cash equivalents, and investments	$ 56,272	$ 5,000,897	$ 5,015,883	$ 41,286
Other receivables	3	1	2	2
Restricted cash, cash equivalents, and investments	63,328	30,645	43,493	50,480
	$ 119,603	$ 5,031,543	$ 5,059,378	$ 91,768
Accounts payable	$ 23	$ 300	$ 313	$ 10
Due to third parties	119,580	5,031,541	5,059,363	91,758
	$ 119,603	$ 5,031,841	$ 5,059,676	$ 91,768
COMMUNITY SUPERVISION & CORRECTIONS:				
Cash, cash equivalents, and investments	$ 8,178	$ 23,633	$ 23,499	$ 8,312
Other receivables	166	1,572	1,684	54
	$ 8,344	$ 25,205	$ 25,183	$ 8,366
Accounts payable	$ 558	$ 12,938	$ 12,764	$ 732
Due to third parties	7,786	12,267	12,419	7,634
	$ 8,344	$ 25,205	$ 25,183	$ 8,366
TOTAL:				
Cash, cash equivalents, and investments	$ 70,170	$ 5,179,222	$ 5,193,902	$ 55,490
Other receivables	209	1,641	1,743	107
Restricted cash, cash equivalents, and investments	63,328	30,645	43,493	50,480
	$ 133,707	$ 5,211,508	$ 5,239,138	$ 106,077
Accounts payable	$ 581	$ 13,238	$ 13,077	$ 742
Due to third parties	133,126	5,198,443	5,226,234	105,335
	$ 133,707	$ 5,211,681	$ 5,239,311	$ 106,077


TARRANT COUNTY, TEXAS

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STATISTICAL SECTION

COMPREHENSIVE ANNUAL FINANCIAL REPORT, **TARRANT COUNTY, TEXAS**


TARRANT COUNTY, TEXAS

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This part of the County's comprehensive annual financial report presents detailed information to enhance the understanding of the information in the financial statements, note disclosures, and required supplementary information and what the data indicates about the County's overall financial health.

FINANCIAL TRENDS 126

These schedules contain trend information to aid in understanding how the County's financial performance and well being have changed over time. The first three schedules relate to government wide; the remaining schedules relate to fund information.

REVENUE CAPACITY 136

These schedules contain information to aid in assessing the factors affecting the County's ability to generate its property taxes, its most significant local revenue source.

DEBT CAPACITY 144

These schedules present information to aid in assessing the County's current debt levels and its ability to issue additional debt in the future.

DEMOGRAPHIC AND ECONOMIC INFORMATION 150

These schedules offer demographic and economic indicators to aid in understanding the environment within which the County's financial activities take place.

OPERATING INFORMATION 152

These schedules contain information about the County's operations and resources to aid in understanding how the County's financial information relates to the services the County provides and the activities it performs.

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NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS

(Accrual basis of accounting - Unaudited)
(Amounts in thousands)

	FISCAL YEAR				
	2010	2011	2012	2013	2014
Governmental activities:					
Net investment in capital assets	$ 236,273	$ 224,257	$ 213,102	$ 187,832	$ 214,058
Restricted	15,784	16,507	17,780	20,967	23,439
Unrestricted	84,830	66,016	19,401	11,749	12,510
Total governmental activities net position (deficit)	$ 336,887	$ 306,780	$ 250,283	$ 220,548	$ 250,007
Business-type activities:					
Net investment in capital assets	$ 5,282	$ 5,645	$ 5,256	$ 4,922	$ 4,567
Unrestricted	481	988	1,043	1,519	1,638
Total business-type activities net position	$ 5,763	$ 6,633	$ 6,299	$ 6,441	$ 6,205
Primary government:					
Net investment in capital assets	$ 241,555	$ 229,902	$ 218,358	$ 192,754	$ 218,625
Restricted	15,784	16,507	17,780	20,967	23,439
Unrestricted	85,311	67,004	20,444	13,268	14,148
Total primary government net position (deficit)	$ 342,650	$ 313,413	$ 256,582	$ 226,989	$ 256,212

(1) The County implemented GASB 68 “Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No. 27” in fiscal year 2015. The amounts for all prior fiscal years have not been restated for the effects of this standard.

(2) The County implemented GASB 75 “Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions” in fiscal year 2018. The amounts for all prior fiscal years have not been restated for the effects of this standard.

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TABLE I

2015 [1]	2016	2017	2018 [2]	2019
$ 205,217	$ 242,704	$ 263,098	$ 351,713	$ 365,058
35,733	27,460	56,753	31,287	34,488
(211,929)	(251,868)	(312,227)	(413,157)	(352,536)
$ 29,021	$ 18,296	$ 7,624	$ (30,157)	$ 47,010
$ 4,302	$ 4,480	$ 4,301	$ 4,095	$ 4,154
843	890	1,057	823	789
$ 5,145	$ 5,370	$ 5,358	$ 4,918	$ 4,943
$ 209,519	$ 247,184	$ 267,399	$ 355,808	$ 369,212
35,733	27,460	56,753	31,287	34,488
(211,086)	(250,978)	(311,170)	(412,334)	(351,747)
$ 34,166	$ 23,666	$ 12,982	$ (25,239)	$ 51,953

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CHANGES IN NET POSITION
LAST TEN FISCAL YEARS

(Accrual basis of accounting - Unaudited)
(Amounts in thousands)

	FISCAL YEAR				
Expenses	**2010**	**2011**	**2012**	**2013**	**2014**
Governmental activities:					
General government	$ 126,700	$ 124,555	$ 127,322	$ 130,932	$ 127,883
Public safety	118,807	120,881	129,313	133,199	127,787
Transportation suppport	42,121	54,329	48,559	40,820	32,234
Judicial	150,002	150,841	157,358	160,619	157,483
Community services	91,269	84,066	79,934	82,852	78,405
Interest and fiscal charges	14,612	15,108	15,112	14,140	14,124
Total governmental activities expenses	543,511	549,780	557,598	562,562	537,916
Business-type activities:					
Resource Connection	3,048	3,024	3,351	3,158	3,699
Total primary government expenses	546,559	552,804	560,949	565,720	541,615
Program Revenues (1)					
Governmental activities:					
Fees, Fines, and Charges for Services	103,510	110,503	96,785	118,963	119,321
Operating Grants and Contributions	90,914	77,519	72,934	76,631	80,696
Capital Grants and Contributions	1,566	3,339	3,505	1,144	347
Total governmental activities program revenues	195,990	191,361	173,224	196,738	200,364
Business-type activities:					
Resource Connection	2,880	2,745	2,626	2,962	3,138
Total primary government program revenues	198,870	194,106	175,850	199,700	203,502
Net (Expenses)/Revenue					
Governmental activities	(347,521)	(358,419)	(384,374)	(365,824)	(337,552)
Business-type activities	(168)	(279)	(725)	(196)	(561)
Total primary government net expenses	$ (347,689)	$ (358,698)	$ (385,099)	$ (366,020)	$ (338,113)
General Revenues and Other Changes in Net Position					
Governmental activities:					
Property taxes	$ 327,566	$ 315,441	$ 317,016	$ 325,106	$ 335,242
Alcoholic beverage and bingo taxes	7,217	7,646	6,392	6,694	9,110
Unrestricted investment earnings	2,090	2,098	825	816	1,151
Other general revenue	2,652	3,127	3,644	3,473	5,205
Total governmental activities	339,525	328,312	327,877	336,089	350,708
Business-type activities:					
Unrestricted investment earnings	16	10	4	4	5
Other general revenue	371	1,139	387	334	320
Total business-type activities	387	1,149	391	338	325
Total primary government	339,912	329,461	328,268	336,427	351,033
Changes in Net Position					
Governmental activities	(7,996)	(30,107)	(56,497)	(29,735)	13,156
Business-type activities	219	870	(334)	142	(236)
Total primary government	$ (7,777)	$ (29,237)	$ (56,831)	$ (29,593)	$ 12,920

(1) See schedule of Program Revenue by Function/Program Table III for detail.

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TABLE II

2015	2016	2017	2018	2019
$ 143,920	$ 145,969	$ 157,056	$ 151,006	$ 153,715
132,926	145,216	159,812	155,980	145,317
38,500	37,363	36,952	49,564	28,634
162,219	174,043	182,028	182,031	172,703
82,042	92,572	99,256	93,103	96,341
16,066	13,275	10,435	8,701	7,933
575,673	608,438	645,539	640,385	604,643
3,735	3,453	3,496	3,210	3,435
579,408	611,891	649,035	643,595	608,078
126,633	131,550	131,310	132,839	143,884
88,776	85,747	99,132	87,599	90,900
1,728	1,318	3,579	642	4,833
217,137	218,615	234,021	221,080	239,617
3,092	3,292	3,284	3,284	3,272
220,229	221,907	237,305	224,364	242,889
(358,536)	(389,823)	(411,518)	(419,305)	(365,026)
(643)	(161)	(212)	74	(163)
$ (359,179)	$ (389,984)	$ (411,730)	$ (419,231)	$ (365,189)
$ 350,708	$ 363,964	$ 384,555	$ 403,618	$ 417,540
11,136	10,953	10,943	11,321	12,188
1,134	2,188	3,815	6,888	10,453
4,322	1,993	1,533	1,037	2,012
367,300	379,098	400,846	422,864	442,193
5	9	20	44	72
195	377	180	140	116
200	386	200	184	188
367,500	379,484	401,046	423,048	442,381
8,764	(10,725)	(10,672)	3,559	77,167
(443)	225	(12)	258	25
$ 8,321	$ (10,500)	$ (10,684)	$ 3,817	$ 77,192

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

PROGRAM REVENUE BY FUNCTION/PROGRAM
LAST TEN YEARS

(Accrual basis of accounting - Unaudited)
(Amounts in thousands)

	FISCAL YEAR				
	2010	2011	2012	2013	2014
Function/Program					
Fees, Fines, and Charges for Services					
Governmental:					
General government	$ 49,983	$ 51,078	$ 39,776	$ 44,789	$ 47,345
Public safety	3,607	5,274	5,884	6,383	6,621
Transportation support	-	-	19,633	19,419	18,851
Judicial	35,005	39,104	14,954	30,646	29,311
Community services	14,915	15,047	16,538	17,726	17,193
Total Governmental	103,510	110,503	96,785	118,963	119,321
Business-type:	2,880	2,745	2,626	2,962	3,138
Total Fees, Fines and Charges for Service	$ 106,390	$ 113,248	$ 99,411	$ 121,925	$ 122,459
Operating Grants and Contributions					
Governmental:					
General government	$ 7,961	$ 744	$ 2,499	$ 1,962	$ 2,263
Public safety	3,308	3,359	3,818	3,896	3,892
Transportation support	75	33	33	153	217
Judicial	11,968	12,094	11,186	11,390	12,614
Community services	67,602	61,289	55,398	59,230	61,710
Total Governmental	90,914	77,519	72,934	76,631	80,696
Total Operating Grants and Contributions	$ 90,914	$ 77,519	$ 72,934	$ 76,631	$ 80,696
Capital Grants and Contributions					
Governmental:					
General government	$ 302	$ 2,163	$ 1,080	$ 1,083	$ -
Public safety	195	593	156	33	325
Transportation support	173	446	2,166	28	-
Judicial	477	76	-	-	22
Community services	419	61	103	-	-
Total Governmental	1,566	3,339	3,505	1,144	347
Business-type:	-	-	-	-	-
Total Capital Grants and Contributions	$ 1,566	$ 3,339	$ 3,505	$ 1,144	$ 347
Total Program Revenues					
Governmental:					
General government	$ 58,246	$ 53,985	$ 43,355	$ 47,834	$ 49,608
Public safety	7,110	9,226	9,858	10,312	10,838
Transportation support	248	479	21,832	19,600	19,068
Judicial	47,450	51,274	26,140	42,036	41,947
Community services	82,936	76,397	72,039	76,956	78,903
Total Governmental	195,990	191,361	173,224	196,738	200,364
Business-type:	2,880	2,745	2,626	2,962	3,138
Total Program Revenues	$ 198,870	$ 194,106	$ 175,850	$ 199,700	$ 203,502

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

TABLE III

2015	2016	2017	2018	2019
$ 51,688	$ 52,059	$ 53,037	$ 54,323	$ 57,787
6,915	7,468	10,521	10,995	12,169
17,449	18,484	18,021	18,830	19,236
28,103	29,827	28,937	29,143	29,455
22,478	23,712	20,794	19,548	25,237
126,633	131,550	131,310	132,839	143,884
3,092	3,253	3,284	3,284	3,272
$ 129,725	$ 134,803	$ 134,594	$ 136,123	$ 147,156
$ 8,873	$ 677	$ 6,969	$ 1,134	$ 1,410
3,902	3,961	3,965	4,659	5,992
137	31	85	31	38
11,626	11,776	12,469	11,370	11,690
64,238	69,302	75,644	70,405	71,770
88,776	85,747	99,132	87,599	90,900
$ 88,776	$ 85,747	$ 99,132	$ 87,599	$ 90,900
$ -	$ 377	$ 63	$ 85	$ 88
229	482	25	38	26
1,392	256	3,404	519	4,719
107	-	-	-	-
-	203	87	-	-
1,728	1,318	3,579	642	4,833
-	39	-	-	-
$ 1,728	$ 1,357	$ 3,579	$ 642	$ 4,833
$ 60,561	$ 53,113	$ 60,069	$ 55,542	$ 59,285
11,046	11,911	14,511	15,692	18,187
18,978	18,771	21,510	19,380	23,993
39,836	41,603	41,406	40,513	41,145
86,716	93,217	96,525	89,953	97,007
217,137	218,615	234,021	221,080	239,617
3,092	3,292	3,284	3,284	3,272
$ 220,229	$ 221,907	$ 237,305	$ 224,364	$ 242,889

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

FUND BALANCES, GOVERNMENTAL FUNDS
LAST TEN YEARS

(Modified accrual basis of accounting - Unaudited)
(Amounts in thousands)

	FISCAL YEAR				
	2010	2011 [1]	2012	2013	2014
General Fund					
Reserved:					
For encumbrances	$ 3,401	N/A	N/A	N/A	N/A
For supplies and prepaid items	878	N/A	N/A	N/A	N/A
For long-term receivable	4,390	N/A	N/A	N/A	N/A
Unreserved	56,306	N/A	N/A	N/A	N/A
Nonspendable	N/A	$ 4,619	$ 4,002	$ 3,409	$ 2,442
Committed	N/A	292	63	603	307
Assigned	N/A	17,868	23,276	25,015	27,578
Unassigned	N/A	36,642	38,499	49,101	48,616
Total General fund	$ 64,975	$ 59,421	$ 65,840	$ 78,128	$ 78,943
All Other Governmental Funds					
Reserved:					
For debt service	$ 1,611	N/A	N/A	N/A	N/A
For capital projects	178,068	N/A	N/A	N/A	N/A
For encumbrances	129,155	N/A	N/A	N/A	N/A
For supplies and prepaid items	961	N/A	N/A	N/A	N/A
For long-term receivable	2,099	N/A	N/A	N/A	N/A
Unreserved, reported in:					
Special revenue funds	28,072	N/A	N/A	N/A	N/A
Nonspendable	N/A	$ 721	$ 596	$ 1,107	$ 2,604
Restricted	N/A	185,117	145,765	146,653	114,877
Committed	N/A	68,129	73,574	80,443	78,467
Assigned	N/A	3,730	3,352	3,357	3,488
Unassigned	N/A	-	-	-	(1,482)
Total all other governmental funds	$ 339,966	$ 257,697	$ 223,287	$ 231,560	$ 197,954

(1) The County implemented GASB 54 “Fund Balance Reporting and Governmental Fund Type Definitions” in fiscal year 2011. Prior year amounts have not been restated for the implementation of Statement 54.

N/A-Not applicable

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

TABLE IV

2015	2016	2017	2018	2019
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
$ 1,703	$ 830	$ 1,432	$ 2,666	$ 2,825
244	795	320	386	138
26,917	31,146	27,942	27,005	10,794
52,580	52,861	50,545	51,478	75,997
$ 81,444	$ 85,632	$ 80,239	$ 81,535	$ 89,754
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
$ 2,321	$ 2,355	$ 2,592	$ 3,475	$ 3,041
153,572	144,294	134,580	114,858	114,326
90,117	101,253	95,569	102,701	114,761
3,597	3,703	3,717	3,765	4,255
(1,462)	(1,691)	(1,859)	(1,973)	(1,997)
$ 248,145	$ 249,914	$ 234,599	$ 222,826	$ 234,386

CHANGES IN FUND BALANCES, GOVERNMENTAL FUNDS
LAST TEN YEARS

(Modified accrual basis of accounting - Unaudited)
(Amounts in thousands)

	FISCAL YEAR				
	2010	2011	2012	2013	2014
Revenues:					
Taxes	$ 327,003	$ 316,206	$ 323,034	$ 326,100	$ 333,417
Licenses and permits	1,159	851	1,137	983	1,078
Fees of office	66,743	69,515	73,432	80,247	81,740
Intergovernmental	119,163	107,945	100,345	104,592	112,639
Investment income	2,090	2,098	825	816	1,151
Other revenues	17,288	18,509	19,868	24,990	21,240
Total revenues	533,446	515,124	518,641	537,728	551,265
Expenditures:					
Current:					
General government	105,412	98,733	100,997	105,773	111,910
Public safety	107,190	109,744	112,139	115,081	118,983
Transportation support	21,313	22,936	20,723	19,548	20,451
Judicial	140,845	143,531	144,477	147,520	152,770
Community services	83,369	77,230	70,643	73,433	74,836
Capital outlay	53,037	114,674	67,715	64,269	70,370
Debt service:					
Principal payments	21,185	20,420	17,325	16,140	18,815
Interest and fiscal charges	15,207	15,964	16,110	15,574	15,508
Bond issuance costs	254	-	-	-	-
Total expenditures	547,812	603,232	550,129	557,338	583,643
Excess (deficiency) of revenues over (under) expenditures	(14,366)	(88,108)	(31,488)	(19,610)	(32,378)
Other Financing Sources (Uses):					
Transfers in	23,305	30,031	27,266	27,507	29,040
Transfers out	(23,009)	(29,746)	(26,139)	(27,782)	(29,453)
Issuance of capital lease	-	-	2,370	184	-
Issuance of debt	55,315	-	-	36,940	-
Premium on new debt	7,196	-	-	3,361	-
Discount on new debt	(300)	-	-	(163)	-
Refunding bonds issued	14,730	-	-	35,320	-
Premium on refunding bonds	2,363	-	-	4,703	-
Discount on refunding bonds	(78)	-	-	(148)	-
Payment to refunded bond escrow agent	(16,958)	-	-	(39,751)	-
Total other financing sources (uses)	62,564	285	3,497	40,171	(413)
Change in fund balance	$ 48,198	$ (87,823)	$ (27,991)	$ 20,561	$ (32,791)
Debt Service as a percentage of noncapital expenditures	7.1%	6.9%	6.5%	6.1%	6.5%

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

TABLE V

2015	2016	2017	2018	2019
$ 351,233	$ 364,485	$ 384,275	$ 403,972	$ 418,793
1,435	1,198	1,291	1,214	1,422
85,429	90,803	93,665	94,059	106,227
121,625	120,058	125,472	126,883	132,352
1,134	2,188	3,813	6,891	10,453
19,225	18,672	17,127	17,292	18,718
580,081	597,404	625,643	650,311	687,965
117,878	115,112	128,382	123,409	127,951
123,359	127,142	136,224	143,914	151,697
23,136	22,523	24,978	22,929	23,244
158,622	161,072	168,256	177,228	185,877
77,537	83,886	87,797	90,764	97,860
62,106	44,487	62,761	65,274	44,393
18,645	22,990	25,940	27,295	28,125
16,128	14,542	11,911	9,995	9,158
-	-	-	-	-
597,411	591,754	646,249	660,808	668,305
(17,330)	5,650	(20,606)	(10,497)	19,660
39,303	36,974	44,571	43,115	41,175
(39,350)	(36,894)	(44,810)	(43,245)	(41,056)
3,783	-	-	150	-
61,095	-	-	-	-
4,677	-	-	-	-
-	-	-	-	-
88,960	70,905	36,860	-	-
4,566	-	-	-	-
-	-	-	-	-
(93,012)	(70,678)	(36,723)	-	-
70,022	307	(102)	20	119
$ 52,692	$ 5,957	$ (20,708)	$ (10,477)	$ 19,779
6.2%	6.6%	6.3%	5.9%	5.8%

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

DIRECT AND OVERLAPPING PROPERTY TAX RATES (CONTINUED)
LAST TEN YEARS

(Per $100 of Assessed Value)
(Unaudited)

	FISCAL YEAR				
Governmental Unit	**2010**	**2011**	**2012**	**2013**	**2014**
Tarrant County	$ 0.264000	$ 0.264000	$ 0.264000	$ 0.264000	$ 0.264000
Special Districts Rates					
Live Oak Creek Municipal Utility District #1	0.990000	0.990000	0.990000	0.990000	0.990000
Viridian Municipal Management District	-	0.448100	0.448100	0.448100	0.448100
Tarrant County Hospital District	0.227897	0.227897	0.227897	0.227897	0.227897
Tarrant County College District	0.137670	0.137640	0.148970	0.148970	0.149500
Tarrant Regional Water District	0.020000	0.020000	0.020000	0.020000	0.020000
Tarrant Emergency Services District	0.064000	0.064000	0.064000	0.064000	0.080000
County Line Special District Rates					
Trophy Club Municipal Utility District #1	0.205000	0.195000	0.175000	0.133390	0.133390
City Rates					
Arlington	0.648000	0.648000	0.648000	0.648000	0.648000
Bedford	0.463348	0.491609	0.504329	0.499115	0.494830
Benbrook	0.657500	0.657500	0.657500	0.657500	0.657500
Blue Mound	0.638000	0.638000	0.680000	0.750000	0.750000
Colleyville	0.355900	0.355900	0.355900	0.355900	0.355900
Dalworthington Gardens	0.262739	0.262739	0.262739	0.262739	0.262739
Edgecliff Village	0.294112	0.294112	0.285934	0.294000	0.299000
Euless	0.470000	0.470000	0.470000	0.470000	0.470000
Everman	0.904127	1.105413	1.105413	1.105413	1.255205
Forest Hill	1.060000	1.060000	1.060000	1.060000	1.060000
Fort Worth	0.855000	0.855000	0.855000	0.855000	0.855000
Haltom City	0.598300	0.646371	0.651740	0.651740	0.699990
Haslet	0.267197	0.304645	0.304645	0.320869	0.320869
Hurst	0.535000	0.578000	0.578000	0.608498	0.608498
Keller	0.442190	0.442190	0.442190	0.442190	0.442190
Kennedale	0.722500	0.722500	0.722500	0.722500	0.747500
Lake Worth	0.428590	0.492512	0.466419	0.474411	0.482083
Lakeside	0.323516	0.372940	0.379248	0.379248	0.379260
North Richland Hills	0.570000	0.570000	0.570000	0.610000	0.610000
Pantego	0.373270	0.373270	0.410000	0.410000	0.420000
Pelican Bay	0.898499	0.898499	0.898499	0.898499	0.898499
Richland Hills	0.473042	0.518012	0.551757	0.528094	0.528094
River Oaks	0.820000	0.860000	0.853006	0.856519	0.850351
Saginaw	0.449115	0.484000	0.480000	0.490000	0.510000
Sansom Park	0.571627	0.627401	0.719518	0.737215	0.733655
Watauga	0.580763	0.580763	0.589001	0.591216	0.591216
Westover Hills	0.366739	0.351894	0.365806	0.360238	0.350500
Westworth Village	0.500000	0.500000	0.500000	0.492000	0.492000
White Settlement	0.686037	0.686037	0.742135	0.614715	0.670653
County Line City Rates					
Azle	0.631000	0.636000	0.643800	0.649500	0.659500
Burleson	0.694000	0.710000	0.690000	0.690000	0.690000
Crowley	0.575500	0.640000	0.640000	0.669019	0.696829
Flower Mound	0.449700	0.449700	0.449700	0.449700	0.449700
Grand Prairie	0.669998	0.669998	0.669998	0.669998	0.669998
Grapevine	0.350000	0.350000	0.348000	0.345695	0.342500

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

TABLE VI

2015	2016	2017	2018	2019
$ 0.264000	$ 0.264000	$ 0.254000	$ 0.244000	$ 0.234000
0.990000	0.990000	0.990000	0.990000	1.000000
0.448100	0.448100	0.448100	0.448100	0.448100
0.227897	0.227897	0.227897	0.224429	0.224429
0.149500	0.149500	0.144730	0.140060	0.136070
0.020000	0.020000	0.019400	0.019400	0.019400
0.080000	0.080000	0.080000	0.082500	0.082500
0.133390	0.131140	0.127220	0.120210	0.116180
0.648000	0.648000	0.644800	0.639800	0.634800
0.494830	0.494830	0.476509	0.520000	0.561862
0.657500	0.657500	0.650000	0.640000	0.640000
0.750000	0.806250	0.806250	0.741530	0.696800
0.355900	0.355900	0.339130	0.333834	0.320800
0.262739	0.253670	0.273979	0.374379	0.580000
0.305216	0.305216	0.270359	0.270359	0.270359
0.467500	0.467500	0.462500	0.462500	0.462500
1.255205	1.255205	1.230000	1.158630	1.113943
0.996054	0.996054	0.990000	0.990000	0.992873
0.855000	0.855000	0.835000	0.805000	0.785000
0.699990	0.699990	0.699990	0.668180	0.653000
0.292785	0.285693	0.290253	0.333044	0.305960
0.606000	0.610560	0.587900	0.580940	0.580000
0.437190	0.434690	0.430000	0.427500	0.413250
0.747500	0.767500	0.767500	0.777500	0.725714
0.467828	0.499252	0.460660	0.454920	0.434806
0.379260	0.360192	0.360192	0.375000	0.379000
0.610000	0.610000	0.610000	0.590000	0.585000
0.420000	0.420000	0.420000	0.420000	0.420000
0.898499	0.898499	0.898499	0.898499	0.898499
0.528094	0.528805	0.595633	0.563738	0.541880
0.850351	0.852309	0.794444	0.780000	0.749400
0.510000	0.544000	0.513000	0.495000	0.471800
0.704741	0.690692	0.767304	0.787304	0.787304
0.591216	0.618718	0.618411	0.601788	0.601788
0.347400	0.347400	0.355000	0.355000	0.387200
0.492000	0.500000	0.500000	0.500000	0.485000
0.690660	0.733103	0.755693	0.762127	0.762186
0.668000	0.679500	0.679500	0.671500	0.667287
0.740000	0.740000	0.735000	0.735000	0.735000
0.696829	0.739270	0.739270	0.719000	0.709000
0.439000	0.439000	0.439000	0.439000	0.439000
0.669998	0.669998	0.669998	0.669998	0.669998
0.332439	0.328437	0.289271	0.289271	0.289271

DIRECT AND OVERLAPPING PROPERTY TAX RATES (CONCLUDED)
LAST TEN YEARS

(Per $100 of Assessed Value)
(Unaudited)

	FISCAL YEAR				
Governmental Unit (cont'd)	**2010**	**2011**	**2012**	**2013**	**2014**
Mansfield	0.710000	0.710000	0.710000	0.710000	0.710000
Reno	0.420000	0.453000	0.492700	0.492700	0.499600
Roanoke	0.375120	0.375120	0.375120	0.375120	0.375120
Southlake	0.462000	0.462000	0.462000	0.462000	0.462000
Trophy Club	0.470000	0.515000	0.530000	0.518430	0.499300
Westlake	-	0.160100	0.156840	0.156840	0.156840
School District Rates					
Arlington Independent School District	1.272000	1.335000	1.305500	1.301000	1.292170
Birdville Independent School District	1.405000	1.425000	1.435000	1.435000	1.435000
Carroll Independent School District	1.415000	1.415000	1.415000	1.400000	1.400000
Castleberry Independent School District	1.213300	1.453300	1.453300	1.453300	1.415500
Eagle Mountain Saginaw Independent School District	1.465800	1.495800	1.530000	1.540000	1.540000
Everman Independent School District	1.270000	1.292500	1.277500	1.395000	1.490000
Fort Worth Independent School District	1.322000	1.322000	1.322000	1.322000	1.322000
Hurst Euless Bedford Independent School District	1.295453	1.288189	1.414000	1.407500	1.387500
Keller Independent School District	1.486300	1.530600	1.540000	1.540000	1.540000
Kennedale Independent School District	1.488610	1.544821	1.512068	1.512068	1.492068
Lake Worth Independent School District	1.670000	1.670000	1.670000	1.670000	1.670000
White Settlement Independent School District	1.540000	1.540000	1.540000	1.540000	1.540000
County Line School District Rates					
Aledo Independent School District	1.425200	1.425200	1.425200	1.425200	1.425200
Azle Independent School District	1.190000	1.190000	1.190000	1.190000	1.190000
Burleson Independent School District	1.540000	1.540000	1.540000	1.540000	1.540000
Crowley Independent School District	1.535000	1.535000	1.535000	1.670000	1.670000
Godley Independent School District	1.071481	1.122390	1.137090	1.128700	1.172752
Grapevine Colleyville Independent School District	1.290000	1.290000	1.310000	1.320100	1.320100
Lewisville Independent School District	1.408700	1.426700	1.426000	1.453000	1.477000
Mansfield Independent School District	1.450000	1.496000	1.496000	1.540000	1.527100
Northwest Independent School District	1.355000	1.375000	1.375000	1.375000	1.452500

Note: Overlapping rates are those of local governments that apply to property owners within the County.
Not all overlapping rates apply to all County property owners (e.g., the rates for the special districts apply only to the portion of the County's property owners whose property is located within the geographic boundaries of the special district). These tax rates were not assessed by Tarrant County Commissioners Court.

Source: Tarrant Appraisal District

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

TABLE VI

2015	2016	2017	2018	2019
0.710000	0.710000	0.710000	0.710000	0.710000
0.499900	0.530000	0.530000	0.520000	0.520000
0.375120	0.375120	0.375120	0.375120	0.375120
0.462000	0.462000	0.462000	0.462000	0.447000
0.490000	0.484000	0.473000	0.451442	0.446442
0.156340	0.156340	0.136950	0.136150	0.156000
1.348110	1.412952	1.390080	1.368670	1.368670
1.435000	1.453900	1.453900	1.453900	1.453900
1.400000	1.395000	1.390000	1.385000	1.380000
1.399700	1.415500	1.376600	1.392200	1.392200
1.540000	1.540000	1.540000	1.540000	1.540000
1.510000	1.530000	1.525000	1.510000	1.495000
1.322000	1.352000	1.352000	1.352000	1.352000
1.375000	1.350000	1.316000	1.263000	1.273000
1.540000	1.540000	1.520000	1.520000	1.510000
1.514717	1.486724	1.486724	1.480000	1.451694
1.670000	1.670000	1.670000	1.670000	1.670000
1.540000	1.540000	1.540000	1.540000	1.520000
1.425200	1.595000	1.595000	1.595000	1.595000
1.203000	1.203000	1.203000	1.329000	1.329000
1.540000	1.540000	1.540000	1.670000	1.670000
1.650000	1.650000	1.650000	1.670000	1.670000
1.195500	1.247660	1.540000	1.540000	1.540000
1.320100	1.320100	1.396700	1.396700	1.396700
1.477000	1.476730	1.420000	1.407500	1.407500
1.527100	1.510000	1.510000	1.540000	1.540000
1.452500	1.452500	1.452500	1.490000	1.490000

ASSESSED AND ACTUAL VALUE OF TAXABLE PROPERTY LAST TEN YEARS

TABLE VII

(Unaudited)
(Amounts in thousands)

Fiscal Year Ended September 30	Assessed Real Property	Assessed Personal Property	Less: Tax-Exempt Property	Total Taxable Assessed Value	Direct Tax Rate [1]
2010	$ 126,395,431	$ 26,776,981	$ 26,273,875	$ 126,898,537	$ 0.264000
2011	122,414,337	24,737,656	25,624,969	121,527,024	0.264000
2012	124,087,054	25,696,928	26,401,558	123,382,424	0.264000
2013	127,035,192	26,185,771	28,213,654	125,007,309	0.264000
2014	131,383,399	26,034,219	29,025,508	128,392,110	0.264000
2015	140,621,096	25,012,208	30,338,644	135,294,660	0.264000
2016	146,065,649	26,475,593	31,481,815	141,059,427	0.264000
2017	162,709,268	28,237,199	36,254,928	154,691,539	0.254000
2018	181,216,179	28,982,575	39,610,155	170,588,598	0.244000
2019	197,865,532	31,179,225	42,851,611	186,193,146	0.234000

Note: The appraisal of property within the County is the responsibility of the Tarrant Appraisal District. Under the Texas Tax Code, the appraisal district is required to appraise all property on the basis of 100% of its market value and is prohibited from applying any assessment ratios. The Appraisal District is required to review the value of property at least every three years.

(1) Tax rate are per $100 of assessed value

Source: Tarrant Appraisal District

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PRINCIPAL PROPERTY TAXPAYERS
CURRENT YEAR AND NINE YEARS AGO

TABLE VIII

(Unaudited)
(Amounts in thousands)

	FISCAL YEAR					
	2019			2010		
Taxpayer	Taxable Assessed Value	Rank	% of Total Taxable Assessed Value	Taxable Assessed Value	Rank	% of Total Taxable Assessed Value
American Airlines	$ 1,130,994	1	0.61%	$ 366,801	7	0.29%
Oncor Electric Delivery	1,106,298	2	0.59%	912,586	1	0.72%
Winner LLC	1,054,627	3	0.57%	-		
Alcon Laboratories	449,070	4	0.24%	-		
Wal-mart Real Estate Bus Trust	444,872	5	0.24%	404,645	5	0.32%
Atmos Energy/Mid Tex Division	428,739	6	0.23%			
Bell Helicopter Textron	385,393	7	0.21%	493,924	3	0.39%
Opryland Hotel	350,206	8	0.19%	256,104	10	0.20%
General Motors LLC	346,595	9	0.19%	-		
XTO Energy Inc	319,534	10	0.17%	289,615	9	0.23%
Devon Energy Food Co	-			594,290	2	0.47%
Chesapeake Operating	-			459,642	4	0.36%
Southwestern Bell	-			394,308	6	0.31%
Encana Oil Gas (USA) Inc	-			297,235	8	0.24%
	$ 6,016,328		3.23%	$ 4,469,150		3.53%

Source: Tarrant Appraisal District

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PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

(Unaudited)
(Amounts in thousands)

Fiscal Year Ended September 30	Taxes Levied Within the Fiscal Year of the Levy	Adjustments to Levy in Subsequent Years	Adjusted Taxes Levied for the Fiscal Year	Collected Within the Fiscal Year of the Levy		Collections in Subsequent Years
				Amount	Percentage of Levy	
2010	$ 333,272	$ (328)	$ 332,944	$ 328,774	98.65%	$ 3,561
2011	319,354	5	319,359	315,758	98.87%	3,085
2012	324,066	115	324,181	320,705	98.96%	2,968
2013	328,199	(665)	327,534	324,960	99.01%	2,016
2014	336,803	(442)	336,361	333,806	99.11%	1,835
2015	354,272	(729)	353,543	350,698	98.99%	2,154
2016	368,922	13	368,935	365,724	99.13%	2,404
2017	387,855	(577)	387,278	384,387	99.11%	1,943
2018	409,336	(765)	408,571	406,075	99.20%	1,311
2019	427,161	-	427,161	423,720	99.19%	-

Source: Tarrant County Tax Office and Tarrant Appraisal District

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TABLE IX

Total Collections	
Amount	Percentage of Levy
$ 332,335	99.82%
318,843	99.84%
323,673	99.84%
326,976	99.83%
335,641	99.79%
352,852	99.80%
368,128	99.78%
386,330	99.76%
407,386	99.71%
423,720	99.19%

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RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS

TABLE X

(Unaudited)
(Amounts in thousands, except per capita amount)

Fiscal Year	General Obligation Bonds	Limited Tax Refunding	Non-Taxable Tax Notes	Capital Leases	Total Primary Government	Percentage of Personal Income [1]	Per Capita [1]
2010	$ 226,980	$ 139,287	$ 5,947	-	$ 372,214	0.52%	$ 205.75
2011	216,827	132,318	1,727	-	350,872	0.47%	193.02
2012	206,334	126,344	-	$ 2,325	335,003	0.43%	182.94
2013 [3]	196,521	158,983	-	1,920	357,424	0.43%	192.27
2014	186,343	152,406	-	1,304	340,053	0.38%	176.07
2015	91,551	295,620	-	4,441	391,612	0.41%	199.86
2016	12,378	352,616	-	3,064	368,058	0.39%	184.80
2017	5,089	331,923	-	2,270	339,282	0.35%	167.63
2018	-	307,996	-	1,641	309,637	0.32%	150.46
2019	-	266,375	-	857	267,232	0.25% [2]	127.71

Note: All debt is related to government activities, net of issuance discounts, premiums, and refunding.
Details regarding the County's outstanding debt can be found in the notes to the financial statements.

(1) See Schedule of Demographic and Economic Statistics Table XIV for personal income and population data.
(2) Calculation based on most recent information for personal income data, fiscal year 2018.
(3) County implemented GASB 63 "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position". Amounts prior to 2013 have not been restated for the implementation of Statement 63.

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RATIOS OF NET GENERAL BONDED DEBT OUTSTANDING LAST TEN FISCAL YEARS

TABLE XI

(Unaudited)
(Amounts in thousands, except per capita amount)

Fiscal Year	General Obligation Bonds	Limited Tax Refunding	Non-Taxable Tax Notes	Total Primary Government	Less: Amount Available In Debt Service Fund	Total	Percentage of Actual Taxable Value of Property [1]	Per Capita [2]
2010	$ 226,980	$ 139,287	$ 5,947	$ 372,214	$ 1,611	$ 370,603	0.29%	$ 204.86
2011	216,827	132,318	1,727	350,872	1,482	349,390	0.29%	192.20
2012	206,334	126,344	-	332,678	1,626	331,052	0.27%	180.78
2013 [3]	196,521	158,983	-	355,504	486	355,018	0.28%	190.98
2014	186,343	152,406	-	338,749	1,112	337,637	0.26%	174.82
2015	91,551	295,620	-	387,171	1,151	386,020	0.29%	197.00
2016	12,378	352,616	-	364,994	1,421	363,573	0.26%	182.55
2017	5,089	331,923	-	337,012	1,513	335,499	0.22%	165.76
2018	-	307,996	-	307,996	1,841	306,155	0.18%	148.77
2019	-	266,375	-	266,375	1,262	265,113	0.14%	126.70

Note: All debt is related to government activites, net of issuance discounts, premiums, and refunding. Non-Taxable Tax Notes are bonded debt. Details regarding the County's outstanding debt can be found in the notes to the financial statements.

(1) See Schedule of Assessed and Actual Value of Taxable Property Table VII for property value data.
(2) See Schedule of Demographic and Economic Statistics Table XIV for personal income and population data.
(3) County implemented GASB 63 "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position". Amounts prior to 2013 have not been restated for the implementation of GASB Statement 63.

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT

As of September 30, 2019
(Unaudited)
(Amounts in thousands)

Governmental Unit	Debt Outstanding	Estimated Percentage Applicable	Estimated Share of Overlapping Debt 9/30/2019
Debt repaid with property taxes:			
Special Districts:			
Live Oak Creek Municipal Utility District #1	$ 11,160	100.00%	$ 11,160
Viridian Municipal Management District	140,250	100.00%	140,250
Tarrant County Hospital District	17,735	100.00%	17,735
County Line Special District:			
Trophy Club Municipal Utility District #1	7,970	26.11%	2,081
Cities:			
Arlington	428,490	100.00%	428,490
Bedford	152,025	100.00%	152,025
Benbrook	5,420	100.00%	5,420
Colleyville	4,155	100.00%	4,155
Dalworthington Gardens	4,525	100.00%	4,525
Euless	59,300	100.00%	59,300
Everman	2,010	100.00%	2,010
Forest Hill	4,130	100.00%	4,130
Fort Worth	745,560	97.01%	723,268
Haltom City	52,035	100.00%	52,035
Haslet	8,187	100.00%	8,187
Hurst	65,845	100.00%	65,845
Keller	57,770	100.00%	57,770
Kennedale	12,535	100.00%	12,535
Lake Worth	10,710	100.00%	10,710
North Richland Hills	121,140	100.00%	121,140
Pantego	2,735	100.00%	2,735
Pelican Bay	945	100.00%	945
Richland Hills	27,715	100.00%	27,715
Saginaw	31,640	100.00%	31,640
Sansom Park	4,067	100.00%	4,067
Watauga	41,100	100.00%	41,100
Westover Hills	2,435	100.00%	2,435
Westworth Village	9,157	100.00%	9,157
White Settlement	22,770	100.00%	22,770
			-
County Line Cities:			
Azle	15,185	82.41%	12,514

Note: Overlapping rates are those of local and county governments that apply to property owners within the County. Not all overlapping rates apply to all County property owners (e.g., the rates for the special districts apply only to the portion of the County's property owners whose property is located within the geographic boundaries of the special district.)

Source: Municipal Advisory Council of Texas

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TABLE XII

Governmental Unit (cont'd)	Debt Outstanding	Estimated Percentage Applicable	Estimated Share of Overlapping Debt 9/30/2019
Burleson	$ 155,260	19.37%	$ 30,074
Crowley	32,090	99.71%	31,997
Flower Mound	169,720	2.27%	3,853
Grand Prairie	356,480	50.35%	179,488
Grapevine	160,052	97.97%	156,803
Mansfield	138,605	94.89%	131,522
Reno	1,265	3.99%	50
Southlake	78,260	98.04%	76,726
Trophy Club	21,267	6.55%	1,393
Westlake	35,171	98.76%	34,735
School Districts:			
Arlington Independent School District	766,072	100.00%	766,072
Birdville Independent School District	397,327	100.00%	397,327
Carroll Independent School District	306,677	100.00%	306,677
Castleberry Independent School District	37,375	100.00%	37,375
Eagle Mountain Saginaw Independent School District	611,083	100.00%	611,083
Everman Independent School District	82,590	100.00%	82,590
Fort Worth Independent School District	901,160	100.00%	901,160
Hurst Euless Bedford Independent School District	383,550	100.00%	383,550
Keller Independent School District	649,855	100.00%	649,855
Kennedale Independent School District	30,910	100.00%	30,910
Lake Worth Independent School District	63,891	100.00%	63,891
White Settlement Independent School District	153,712	100.00%	153,712
County Line School Districts:			
Aledo Independent School District	162,845	6.72%	10,943
Azle Independent School District	81,050	63.93%	51,815
Burleson Independent School District	332,791	33.97%	113,049
Crowley Independent School District	460,378	99.05%	456,004
Godley Independent School District	59,275	9.79%	5,803
Grapevine Colleyville Independent School District	435,416	90.14%	392,484
Lewisville Independent School District	1,269,936	0.54%	6,858
Mansfield Independent School District	928,545	95.48%	886,575
Northwest Independent School District	934,245	48.84%	456,285
Sub-total Overlapping Debt			9,448,508
Tarrant County (direct debt)	267,232	100.00%	267,232
Total Direct and Overlapping Debt			$ 9,715,740

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LEGAL DEBT MARGIN INFORMATION
LAST TEN YEARS

(Unaudited)
(Amounts in thousands)

	FISCAL YEAR				
	2010	2011	2012	2013 [2]	2014
Debt Limit	$ 6,344,927	$ 6,076,351	$ 6,169,121	$ 6,250,365	$ 6,419,606
Total net debt applicable to limit	370,603	349,390	331,052	355,018	337,637
Legal debt margin	$ 5,974,324	$ 5,726,961	$ 5,838,069	$ 5,895,347	$ 6,081,969
Total net debt applicable to the limit as a precentage of debt limit	5.84%	5.75%	5.37%	5.68%	5.26%

(1) Vernon's Texas Codes Annotated-Government Code 1301.003 (c)
(2) County implemented GASB 63 "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position". Amounts prior to 2013 have not been restated for the implementation of Statement 63.

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TABLE XIII

2015	2016	2017	2018	2019
$ 6,764,733	$ 7,052,971	$ 7,734,577	$ 8,529,430	$ 9,309,657
386,020	363,573	335,499	306,155	276,997
$ 6,378,713	$ 6,689,398	$ 7,399,078	$ 8,223,275	$ 9,032,660
5.71%	5.15%	4.34%	3.59%	2.98%

Legal Debt Margin Calculation (1) for Fiscal Year 2019

Assessed value	$186,193,146
Debt Limit (5% of total assessed value)	9,309,657
Debt applicable to limit:	
Total General Bonded debt	278,259
Less: Amount available in Debt Service Fund	(1,262)
Total net debt applicable to limit	276,997
Legal debt margin	$ 9,032,660

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DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS

TABLE XIV

(Unaudited)

Fiscal Year	Population [1]	Personal Income (Amounts in thousands)	Per Capita Personal Income [2]	Unemployment Rate [3]	Public School Enrollment [4]
2010	1,809,034	$ 71,216,241	$ 39,367	7.9%	336,266
2011	1,817,840	74,467,816	40,965	8.3%	342,813
2012	1,831,230	78,823,464	43,044	6.2%	347,573
2013	1,858,921	82,567,694	44,417	6.0%	353,806
2014	1,931,335	89,167,806	46,169	5.0%	357,126
2015	1,959,449	95,478,071	48,727	4.0%	355,833
2016	1,991,639	95,698,254	48,050	4.1%	356,941
2017	2,023,985	96,189,887	47,525	3.4%	359,879
2018	2,057,926	105,446,070	51,239	3.4%	359,140
2019	2,092,419	-	-	3.1%	359,086

Data Sources:
(1) North Central Texas Council of Governments, Fort Worth Chamber of Commerce, Texas Dept. of State Health Services
(2) Bureau of Economic Analysis U.S. Department of Commerce
(3) Texas Workforce Commission
(4) Texas Education Agency

NA-Not available

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TEN PRINCIPAL EMPLOYERS
CURRENT YEAR AND NINE YEARS AGO

TABLE XV

	2019 [1]			2010 [2]		
Employer	Employees	Rank	% of Total Tarrant County Employment	Employees	Rank	% of Total Tarrant County Employment
AMR Corp./American Airlines	31,000	1	2.96%	20,684	1	2.45%
Texas Health Resources	24,000	2	2.29%	18,672	2	2.22%
Lockheed Martin Aeronautics Company	15,200	3	1.45%	14,902	3	1.77%
Fort Worth Independent School District	12,000	4	1.15%	11,000	4	1.31%
Naval Air Station Fort Worth Joint Reserve Base	10,000	5	0.95%			
Arlington Independent School District	8,500	6	0.81%	8,500	5	1.01%
University of Texas at Arlington	7,558	7	0.72%	5,811	8	0.69%
Cook Children's Health Care System	6,694	8	0.64%			
JPS Health Network	6,500	9	0.62%	5,072	9	0.60%
City of Fort Worth	6,161	10	0.59%	6,289	7	0.75%
Bell Helicopter-Textron				6,500	6	0.77%
Tarrant County College				4,333	10	0.51%

Data Sources:
(1) Fort Worth Business Press and Texas Workforce Commission
(2) Dallas Business Journal and Texas Workforce Commission

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FULL-TIME EQUIVALENT EMPLOYEES BY FUNCTION
LAST TEN FISCAL YEARS
(Unaudited)

	Full-Time Equivalent Employees as of September 30				
	2010	2011	2012	2013	2014
FUNCTION					
Governmental activities:					
General government	734	731	718	726	727
Public safety	1,409	1,403	1,428	1,441	1,445
Transportation	203	200	200	201	201
Judicial	1,343	1,333	1,336	1,344	1,348
Community services	509	510	507	512	516
Business-type activites:					
Resource Connection	13	13	13	14	14
Total full-time equivalent employees	4,211	4,190	4,202	4,238	4,251

Source: Tarrant County Budget Office

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TABLE XVI

2015	2016	2017	2018	2019
738	740	741	742	755
1,467	1,487	1,490	1,501	1,531
202	204	205	204	204
1,369	1,358	1,372	1,390	1,416
523	527	537	532	532
15	16	16	16	16
4,314	4,332	4,361	4,385	4,454

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OPERATING INDICATORS BY FUNCTION
LAST TEN FISCAL YEARS
(Unaudited)

FUNCTION	FISCAL YEAR 2010	2011	2012	2013
District Clerk				
Civil court cases filed	7,437	7,556	6,995	6,692
Criminal court cases filed	15,674	15,507	16,880	17,367
Family court cases filed (Attorney General cases)	12,776	12,958	11,505	15,551
Family court cases filed (Non-Attorney General cases)	15,478	15,045	15,372	14,836
Juvenile court cases filed	2,431	1,687	2,516	2,487
Tax foreclosure cases filed	3,906	4,820	5,601	2,196
Passport applications accepted	13,510	13,249	16,583	25,868
County Clerk				
County court at law cases filed	9,468	9,981	8,947	8,212
Mental health cases filed	2,653	2,841	3,002	2,954
Probate cases filed	3,988	3,875	3,858	4,288
Birth certificates issued	44,266	42,591	41,415	45,460
Marriage licenses issued	13,533	13,397	14,223	14,439
Passport applications accepted	N/A	N/A	N/A	N/A
Justice of the Peace (all precincts)				
Traffic cases	8,616	8,286	6,352	5,725
Non-traffic cases	6,691	6,788	4,839	5,479
Small claims cases	3,242	2,988	2,843	2,379
Landlord/Tenant	28,445	29,230	27,324	27,176
Debt Claims	9,831	9,637	10,907	11,195
Sheriff				
Prisoner bed days in county jail	1,179,111	1,252,502	1,213,861	1,179,322
Public Health				
Chronic disease prevention, average monthly caseload	1,590	1,091	1,009	947
Notifiable diseases reported	4,319	5,619	5,543	5,057
Food establishment inspections	5,661	5,228	6,234	5,752
Sexually transmitted disease clinic visits	6,638	6,142	6,137	5,939
Milk and dairy tests	20,649	21,637	18,870	18,468
Tuberculosis DOT/DOPT doses administered	18,342	22,749	16,609	18,192
Women, infants & children visits and immunizations	741,208	702,749	686,603	652,496
Tax Assessor/Collector				
Tax accounts collected	763,957	807,229	834,962	940,493
Contracts with entities for tax collection	54	57	56	58
Transportation				
Miles of roads maintained in un-incorporated areas	417	409	412	407
Inter-local contracts executed/performed	66	68	91	84
Square yards of right of way	14,392,994	14,071,312	13,889,638	13,751,279
Human Services				
Rent vouchers issued	1,398	1,209	1,133	856
Utility vouchers issued	10,763	7,214	8,158	9,724
Food/hygiene vouchers issued	1,836	872	4,694	1,512

Source: Various County departments

(1) District Clerk Criminal court cases filed also include civil cases that are related to a criminal case

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

TABLE XVII

2014	2015	2016 (1)	2017 (1)	2018 (1)	2019 (1)
8,752	9,143	6,785	7,752	8,060	9,073
17,167	17,305	20,289	20,830	24,242	25,495
13,285	11,386	12,078	14,148	15,113	12,243
14,821	15,368	15,734	16,106	16,114	17,325
2,175	1,974	1,850	2,609	3,013	3,894
3,541	4,786	4,055	4,251	3,933	3,720
35,659	33,520	N/A	N/A	N/A	N/A
7,480	7,754	7,932	7,940	8,555	10,775
3,096	3,606	4,604	5,093	4,791	4,466
4,353	4,431	4,588	4,049	4,207	4,623
46,979	51,389	54,793	43,207	42,210	58,836
14,754	15,424	15,560	17,079	20,284	15,380
N/A	N/A	887	11,444	13,753	24,111
6,660	9,068	9,380	9,638	12,345	11,835
4,842	5,423	3,956	4,368	5,158	6,082
5,558	5,556	5,503	5,921	6,930	6,666
27,511	24,245	25,124	26,021	26,558	30,349
6,609	8,548	8,969	13,137	16,711	20,917
1,256,067	1,113,814	1,167,826	1,304,411	1,427,461	1,472,457
1,105	1,139	1,125	1,500	1,500	1,000
4,337	4,371	5,509	11,375	10,052	11,526
6,127	7,035	7,528	7,244	7,711	6,345
6,516	7,049	5,982	6,207	6,126	5,130
17,836	17,485	18,319	19,070	18,077	17,902
24,343	20,860	17,481	18,229	13,178	12,895
616,333	605,912	584,517	545,408	460,552	431,309
1,142,980	1,329,246	1,669,671	1,686,094	1,730,397	1,808,146
56	58	60	60	67	79
403	402	401	398	397	397
70	70	53	66	67	57
13,651,932	13,578,587	13,558,253	13,395,295	13,346,720	13,281,790
813	588	616	699	553	546
10,312	10,408	9,254	14,125	5,055	4,457
2,331	3,602	2,109	2,233	1,354	1,144

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

CAPITAL ASSET STATISTICS BY FUNCTION
LAST TEN YEARS
(Unaudited)

	FISCAL YEAR			
	2010	2011	2012	2013
General Government				
Number of buildings				
Subcourthouses	9	9	9	8
Courts buildings	6	6	6	5
Other	16	16	15	14
Building square footage	2,955,001	3,060,459	3,054,447	2,825,302
Subcourthouses	317,962	363,420	363,420	346,781
Courts buildings	1,179,968	1,179,968	1,179,968	1,074,510
Other	1,457,071	1,517,071	1,511,059	1,404,011
Public Safety				
Number of jails	4	4	5	5
Building square footage	907,823	907,823	1,115,523	1,115,523
Number of patrol vehicles	102	102	102	102
Transportation				
Miles of roads in un-incorporated areas	417	409	412	407
Square yards of right of way	14,392,994	14,071,312	13,889,638	13,751,279
Number of heavy equipment	250	249	251	247
Number of vehicles	461	465	475	492
Judicial				
Juvenile Services Complex square footage	124,770	124,770	124,770	124,770
Community Services				
Public Health vehicles	41	43	43	47
Resource Connection				
Number of buildings	15	15	15	16
Building square footage	348,464	348,464	348,464	348,464

Source: Tarrant County Facilities Office

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

TABLE XVIII

2014	2015	2016	2017	2018	2019
8	9	8	8	8	8
5	6	6	6	6	6
14	14	14	15	15	15
2,826,802	3,101,552	3,083,629	3,198,103	3,218,798	3,218,798
346,781	389,031	371,108	371,108	391,803	391,803
1,074,510	1,307,010	1,307,010	1,307,010	1,307,010	1,307,010
1,405,511	1,405,511	1,405,511	1,519,985	1,519,985	1,519,985
5	4	4	5	5	5
1,115,523	1,044,755	1,044,755	1,230,985	1,230,985	1,230,985
102	102	102	101	100	99
403	402	401	398	397	397
13,651,932	13,578,587	13,558,253	13,395,295	13,346,720	13,281,790
250	258	257	263	260	261
523	516	497	522	495	484
124,770	124,770	124,770	124,770	124,770	124,770
45	44	43	45	45	45
16	16	16	16	16	16
348,464	348,464	348,464	348,464	348,464	348,464

Attachment II-1

We allocate costs based on actual usage. For any central service costs used by multiple grant contracts/awards, Tarrant County tracks and allocates those costs based on each contract/awards actual usage of said service.

Attachment II-2

Tarrant County, Texas
Schedule of Expenditures of Federal and State Awards
For the Year Ended September 30, 2020

Federal or State Grantor/ Pass-Through Grantor Program Title	Start Date	A - A-87 U - UGG	Federal CFDA Number	Grant/Contract Number	Federal/State Expenditures	Federal Amounts Passed-Through to Subrecipients	Fund/Grant Number
U.S. DEPARTMENT OF AGRICULTURE							
National School Lunch Program	7/1/2018	U	10.555	806780706	0.00	0.00	10000-2018/443101/2610410000
National School Lunch Program	7/1/2019	U	10.555		0.00	0.00	10000-2019/443101/2610410000
Total CFDA 10.555					0.00	0.00	
Special Supplemental Nutrition Program for Women, Infants and Children							
Pass-Through from Texas Health and Human Services Commission	10/1/2017	U	10.557	2017-049841-001-02	0.00	0.00	F0060-2018
Pass-Through from Texas Health and Human Services Commission	10/1/2018	U	10.557	2017-049841-001-02	0.00	0.00	F0060-2019
Total CFDA 10.557					0.00	0.00	
Total U.S. Department of Agriculture					0.00	0.00	
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT							
Community Development Block Grants/Entitlement Grants - 41st Year	7/1/2015	U	14.218	B15-UC-48-0001	0.00	0.00	H0042-2018
Community Development Block Grants/Entitlement Grants - 42nd Year	7/1/2016	U	14.218	B16-UC-48-0001	0.00	0.00	H0042-2019
Community Development Block Grants/Entitlement Grants - 43rd Year	7/1/2017	U	14.218	B17-UC-48-0001	0.00	0.00	H0042-2020
Community Development Block Grants/Entitlement Grants - 44thYear	7/1/2018	U	14.218	B18-UC-48-0001	0.00	0.00	H0042-2021
Community Development Block Grants/Entitlement Grants - 45thYear	7/1/2019	U	14.218	B19-UC-48-0001	0.00	0.00	H0042-2022
Total CFDA 14.218					0.00	0.00	
Emergency Solutions Grant Program - 43rd Year	7/1/2017	U	14.231	E-17-UC-48-0001	0.00	0.00	H0071-2019
Emergency Solutions Grant Program - 44th Year	7/1/2018	U	14.231	E-18-UC-48-0001	0.00	0.00	H0071-2020
Emergency Solutions Grant Program - 45th Year	7/1/2019	U	14.231	E-19-UC-48-0001	0.00	0.00	H0071-2021
Total CFDA 14.231					0.00	0.00	
Continuum of Care Program	5/1/2018	U	14.267	Admin	0.00	0.00	H0501-2999
Continuum of Care Program	11/1/2017	U	14.267	TX0115L6T011609	0.00	0.00	H0514-2018
Continuum of Care Program	11/1/2017	U	14.267	TX0287L6T011605	0.00	0.00	H0526-2018
Continuum of Care Program	12/1/2017	U	14.267	TX0259L6T011605	0.00	0.00	H0527-2018
Continuum of Care Program	11/1/2017	U	14.267	TX0381L6T011602	0.00	0.00	H0530-2018
Continuum of Care Program	11/1/2017	U	14.267	TX0418L6T011500	0.00	0.00	H0531-2018
Continuum of Care Program	11/1/2017	U	14.267	TX0447L6T011600	0.00	0.00	H0532-2018
Continuum of Care Program	11/1/2018	U	14.267	TX0381L6T011703	0.00	0.00	H0503-2019
Continuum of Care Program	4/1/2018	U	14.267	TX0093L6T011710	0.00	0.00	H0507-2019
Continuum of Care Program	11/1/2018	U	14.267	TX0115L6T011710	0.00	0.00	H0514-2019
Continuum of Care Program	9/1/2018	U	14.267	TX0116L6T011710	0.00	0.00	H0515-2019
Continuum of Care Program	5/1/2018	U	14.267	TX0113L6T011710	0.00	0.00	H0520-2019
Continuum of Care Program	11/1/2018	U	14.267	TX0287L6T011706	0.00	0.00	H0526-2019
Continuum of Care Program	12/1/2018	U	14.267	TX0259L6T011706	0.00	0.00	H0527-2019
Continuum of Care Program	11/1/2018	U	14.267	TX0321L6T011604	0.00	0.00	H0528-2019
Continuum of Care Program	11/1/2018	U	14.267	TX0381L6T011703	0.00	0.00	H0530-2019
Continuum of Care Program	11/1/2018	U	14.267	TX0418L6T011701	0.00	0.00	H0531-2019
Continuum of Care Program	11/1/2018	U	14.267	TX0447L6T011701	0.00	0.00	H0532-2019
Continuum of Care Program	8/1/2019	U	14.267	TX0114L6T011811	0.00	0.00	H0503-2020
Continuum of Care Program	4/1/2019	U	14.267	TX0093L6T011811	0.00	0.00	H0507-2020
Continuum of Care Program	9/1/2019	U	14.267	TX0116L6T011811	0.00	0.00	H0515-2020
Continuum of Care Program	5/1/2019	U	14.267	TX0113L6T011811	0.00	0.00	H0520-2020
Continuum of Care Program	11/1/2018	U	14.267	TX0321L6T011705	0.00	0.00	H0528-2020
Total CFDA 14.267					0.00	0.00	
Shelter Plus Care	8/1/2017	U	14.238	TX0320L6T011601	0.00	0.00	R0032-2018
Shelter Plus Care	8/1/2018	U	14.238	TX0320L6T011702	0.00	0.00	R0032-2019
Shelter Plus Care	8/1/2019	U	14.238	TX0320L6T011803	0.00	0.00	R0032-2020

Total CFDA 14.238					0.00	0.00	
Home Investment Partnerships Program - 24th Year	7/1/2016	U	14.239	M16-DC-48-0200	0.00	0.00	H0041-2021
Home Investment Partnerships Program - 25th Year	7/1/2017	U	14.239	M17-DC-48-0200	0.00	0.00	H0041-2022
Home Investment Partnerships Program - 26th Year	7/1/2018	U	14.239	M18-DC-48-0200	0.00	0.00	H0041-2023
Total CFDA 14.239					0.00	0.00	
Housing Opportunities for Persons with AIDS	4/1/2018	U	14.241	TX-H170027	0.00	0.00	H0061-2021
Pass-Through from Texas Department of State Health Services	2/1/2018	U	14.241	537-16-0511-00001-02	0.00	0.00	F0037-2019
Pass-Through from Texas Department of State Health Services	2/1/2019	U	14.241	537-16-0511-00001-05	0.00	0.00	F0037-2020
Total CFDA 14.241					0.00	0.00	
Section 8 Housing Choice Vouchers - Adminstrative Reserve (Pre-FY2004)	Prior to 12/26/14	A	14.871	TX431AFHV03	0.00	0.00	R0001-2003
Section 8 Housing Choice Vouchers - Administrative Reserve (Post-FY2004)	Prior to 12/26/14	A	14.871	TX431AFHV03	0.00	0.00	R0001-2999
Section 8 Housing Choice Vouchers - Administrative Reserve (Post-FY2004)	Prior to 12/26/14	A	14.871	TX431AFHV03	0.00	0.00	R0090-2050
Section 8 Housing Choice Vouchers - Administration (CY17)	1/1/2017	U	14.871	TX21V431000082	0.00	0.00	R0014-2017
Section 8 Housing Choice Vouchers - Administration (CY18)	1/1/2018	U	14.871	TX21V431000082	0.00	0.00	R0014-2018
Section 8 Housing Choice Vouchers - Administration (CY19)	1/1/2019	U	14.871	TX21V431000082	0.00	0.00	R0014-2019
Section 8 Housing Choice Vouchers - Portability	9/30/2008	A	14.871	TX21V431000082	0.00	0.00	R0015-2050
Section 8 Housing Choice Vouchers(CY16)	1/1/2016	U	14.871	TX21V431000082	0.00	0.00	R0013-2016
Section 8 Housing Choice Vouchers(CY17)	1/1/2017	U	14.871	TX21V431000082	0.00	0.00	R0013-2017
Section 8 Housing Choice Vouchers(CY18)	1/1/2018	U	14.871	TX21V431000082	0.00	0.00	R0013-2018
Section 8 Housing Choice Vouchers(CY19)	1/1/2019	U	14.871	TX21V431000082	0.00	0.00	R0013-2019
Section 8 Housing Choice Vouchers (VASH)(CY17)	12/1/2018	U	14.871	TX431VO0219	0.00	0.00	R0017-2018
Section 8 Housing Choice Vouchers (VASH)(CY18)	4/1/2018	U	14.871	TX431VO0217	0.00	0.00	R0017-2019
Total CFDA 14.871					0.00	0.00	
Section 8 Housing - Mainstream	11/1/2018	U	14.879	TX431DV0001	0.00	0.00	R0012-2019
Total CFDA 14.879					0.00	0.00	
Family Self-Sufficiency Program (CY18)	1/1/2018	U	14.896	TX431FSH608A016	0.00	0.00	R0025-2018
Family Self-Sufficiency Program (CY19)	1/1/2019	U	14.896	TX431FSH608A016	0.00	0.00	R0025-2019
Total CFDA 14.896					0.00	0.00	
Total U.S. Department of Housing and Urban Development					0.00	0.00	
U.S. DEPARTMENT OF THE INTERIOR							
Payments in Lieu of Taxes	9/18/2019		15.226	N/A	0.00	0.00	10000-XXXX/441031/1310300000
Total CFDA 15.226					0.00	0.00	
Historic Preservation Fund Grants-In-Aid							
Pass-Through from Texas Historical Commission	3/1/2009	U	15.904	TX-19-005	0.00	0.00	M0089-2020
Total CFDA 15.904					0.00	0.00	
Total U.S. Department of The Interior					0.00	0.00	
U.S. DEPARTMENT OF JUSTICE							
Missing Children's Assistance							
Pass-Through from City of Dallas Police Department	7/1/2016	A	16.543	2016-MC-FX-K034	0.00	0.00	M0046-2017
Total CFDA 16.543					0.00	0.00	
Crime Victim Assistance							
Pass-Through from Texas Office of the Governor, CJD	10/1/2017	U	16.575	1373918	0.00	0.00	G0065-2019
Pass-Through from Texas Office of the Governor, CJD	10/1/2017	U	16.575	2461706	0.00	0.00	G0082-2019
Pass-Through from Texas Office of the Governor, CJD	10/1/2018	U	16.575	3344802	0.00	0.00	G0087-2019
Total CFDA 16.575					0.00	0.00	
Violence Against Women Formula Grants							
Pass-Through from Texas Office of the Governor, CJD	9/1/2018	U	16.588	3101803	0.00	0.00	G0081-2019
Pass-Through from Texas Office of the Governor, CJD	7/1/2019	U	16.588	3101803	0.00	0.00	G8100-2019

Pass-Through from Texas Office of the Governor, CJD	9/1/2019	U	16.588	3101804	0.00	0.00	G0081-2020
Total CFDA 16.588					0.00	0.00	
State Criminal Alien Assistance Program (S.C.A.A.P.)	10/1/2018		16.606	2019-APBX-0432	0.00	0.00	10000/1140100000/443103
State Criminal Alien Assistance Program (S.C.A.A.P.)	10/1/2018		16.606	2019-APBX-1270	0.00	0.00	10000/1140100000/443103
Total CFDA 16.606					0.00	0.00	
Edward Byrne Memorial Justice Assistance Grant Program							
Pass-Through from the City of Fort Worth, Texas	8/1/2016	U	16.738	2016-DJ-BX-0716	0.00	0.00	M0008-2019
Total CFDA 16.738					0.00	0.00	
DNA Backlog Reduction Program	1/1/2017	U	16.741	2015-DN-BX-0082	0.00	0.00	L0013-2018
DNA Backlog Reduction Program	1/1/2018	U	16.741	2017-DN-BX-0046	0.00	0.00	L0013-2019
Total CFDA 16.741					0.00	0.00	
Stop School Violence	10/1/2018	U	16.839	N/A	0.00	0.00	L0017-2021
Total CFDA 16.839					0.00	0.00	
Equitable Sharing Program (Asset Forfeiture Funds)- District Attorney	2018	U	16.922	N/A	0.00	0.00	D8800-XXXX
Equitable Sharing Program (Asset Forfeiture Funds)- Sheriff	2018	U	16.922	N/A	0.00	0.00	S9700-XXXX
Total CFDA 16.922					0.00	0.00	
Total U.S. Department of Justice					0.00	0.00	
U.S. DEPARTMENT OF TRANSPORTATION							
Highway Planning & Construction - Courtesy Patrol Program							
Pass-Through from Texas Department of Transportation	9/1/2017	U	20.205	02-7XXF5002	0.00	0.00	M0044-2018
Pass-Through from Texas Department of Transportation	9/1/2018	U	20.205	608-19-2200000	0.00	0.00	M0044-2019
Pass-Through from Texas Department of Transportation	9/1/2019	U	20.205	608-20-2200000	0.00	0.00	M0044-2020
Total CFDA 20.205					0.00	0.00	
National Priority Safety Programs							
Pass-Through from Texas Department of Transportation	10/1/2018	U	20.616	2019-TarrantC-G-1YG-0182	0.00	0.00	M0066-2018
Total CFDA 20.616					0.00	0.00	
Total U.S. Department of Transportation					0.00	0.00	
U.S. DEPARTMENT OF THE TREASURY							
Equitable Sharing Program (Asset Forfeiture Funds)- District Attorney	Prior to 12/26/13	U	21.016	N/A	0.00	0.00	D8900-XXXX
Equitable Sharing Program (Asset Forfeiture Funds)- Sheriff	Prior to 12/26/14	U	21.016	N/A	0.00	0.00	S9500-XXXX
Total CFDA 21.016					0.00	0.00	
Total U.S. Department of The Treasury					0.00	0.00	
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES							
CDC - Prospective Comparison of the TST vs IGRAs							
Pass-Through from UNTHSC at Fort Worth	9/29/2018	U	93.000	RF0055-2018-0214	0.00	0.00	F0095-2019
Total CFDA 93.000					0.00	0.00	
Medical Reserve Corps Small Grant Program							
Pass-Through from NACCHO	1/5/2011	A	93.008	MRC-11-0155	0.00	0.00	F0041-2011
Pass-Through from NACCHO	1/5/2013	A	93.008	MRC-13-0155	0.00	0.00	F0041-2013
Pass-Through from NACCHO	12/20/2013	A	93.008	MRC-14-0155C	0.00	0.00	F0041-2014
Pass-Through from NACCHO	12/20/2013	A	93.008	MRC-16-0155	0.00	0.00	F0041-2016
Total CFDA 93.008					0.00	0.00	
Public Health Emergency Preparedness							
Pass-Through from Texas Department of State Health Services	7/1/2019	U	93.069	537-18-0113-00001-03	0.00	0.00	F0042-2020
Pass-Through from Texas Department of State Health Services	7/1/2019	U	93.069	537-18-0139-00001-03	0.00	0.00	F0043-2020
Pass-Through from Texas Department of State Health Services	7/1/2019	U	93.069	537-18-0145-00001-03	0.00	0.00	F0044-2020
Total CFDA 93.069					0.00	0.00	

Hospital Preparedness Program & Public Health Emergency Preparedness							
Pass-Through from Texas Department of State Health Services	7/1/2018	U	93.074	537-18-0113-00001-01	0.00	0.00	F0042-2019
Pass-Through from Texas Department of State Health Services	7/1/2018	U	93.074	537-18-0139-00001-01	0.00	0.00	F0043-2019
Pass-Through from Texas Department of State Health Services	7/1/2018	U	93.074	537-18-0145-00001-01	0.00	0.00	F0044-2019
Total CFDA 93.074					0.00	0.00	
Project Grants and Cooperative Agreements for Tuberculosis Control Programs							
Pass-Through from Texas Department of State Health Services	1/1/2019	U	93.116	HHS000036000014-01	0.00	0.00	F0046-2019
Total CFDA 93.116					0.00	0.00	
Coordinated Services & Access to Research for Women, Infants, Children and Youth	8/1/2018	U	93.153	5 H12HA24819-07-00	0.00	0.00	F0025-2019
Coordinated Services & Access to Research for Women, Infants, Children and Youth	8/1/2019	U	93.153	5 H12HA24819-08-00	0.00	0.00	F0025-2020
Total CFDA 93.153					0.00	0.00	
Substance Abuse and Mental Health Services Projects of Regional and National Significance	9/30/2018	U	93.243	6H79TI080297-02M001	0.00	0.00	M0085-2019
Total CFDA 93.243					0.00	0.00	
Immunization Cooperative Agreements							
Pass-Through from Texas Department of State Health Services	9/1/2018	U	93.268	HHS000108600001	0.00	0.00	F0051-2019 (Fed)
Pass-Through from Texas Department of State Health Services	9/1/2019	U	93.268	HHS000108600001-01	0.00	0.00	F0051-2020 (Fed)
Total CFDA 93.268					0.00	0.00	
Centers for Disease Control & Prevention - Investigations & Technical Assistance	10/18/2011	A	93.283	ISDS-0909-01	0.00	0.00	T0048-2012
Centers for Disease Control & Prevention - Investigations & Technical Assistance	9/1/2018	U	93.283	5-NU50OE000070-04-00	0.00	0.00	T0048-2019
Total CFDA 93.283					0.00	0.00	
Epidemiology and Laboratory Capacity for Infectious Diseases							
Pass-Through from Texas Department of State Health Services	3/1/2017	U	93.323	537-18-0357-00001A	0.00	0.00	F0076-2018
Total CFDA 93.323					0.00	0.00	
Promoting Safe and Stable Families							
Pass-Through from Texas Department of Family and Protective Services	9/1/2018	U	93.556	24427016	0.00	0.00	F0040-2019 (Fed)
Total CFDA 93.556					0.00	0.00	
Temporary Assistance for Needy Families							
Pass-Through from Texas Department of Family and Protective Services	9/1/2017	U	93.558	529-16-0003-00007-02	0.00	0.00	F0093-2018
Pass-Through from Texas Department of Family and Protective Services	9/1/2018	U	93.558	529-16-0003-00007-03	0.00	0.00	F0093-2019
Total CFDA 93.558					0.00	0.00	
Refugee and Entrant Assistance-State Administered Programs							
Pass-Through from U.S. Committee for Refugees and Immigrants	10/1/2017	U	93.566	2018-TARTX-02	0.00	0.00	F0087-2018
Pass-Through from U.S. Committee for Refugees and Immigrants	1/8/1900	U	93.566	2019-TARTX-03	0.00	0.00	F0087-2019
Total CFDA 93.566					0.00	0.00	
Grants to States for Access and Visitation Programs							
Pass-Through from Texas Office of the Attorney General	9/1/2018	U	93.597	17-C0126	0.00	0.00	M0014-2019
Pass-Through from Texas Office of the Attorney General	9/1/2019	U	93.597	17-C0126	0.00	0.00	M0014-2020
Total CFDA 93.597					0.00	0.00	
Foster Care Title IV-E							
Pass-Through from Texas Department of Family and Protective Services (CPS)	10/1/2015	U	93.658	23941254	0.00	0.00	T0800/443101/5310100000
Pass-Through from Texas Department of Family and Protective Services (DA)	10/1/2015	U	93.658	23941256	0.00	0.00	10000/443101/4510100000
Pass-Through from Texas Juvenile Justice Division	9/1/2018	U	93.658	TJPC-E-2018-220	0.00	0.00	P0050-2018
Pass-Through from Texas Juvenile Justice Division	9/1/2019	U	93.658	TJPC-E-2019-220	0.00	0.00	P0050-2019
Total CFDA 93.658					0.00	0.00	
Preventive Health and Health Services Block Grant							
Pass-Through from Texas Department of State Health Services	9/1/2018	U	93.758	537-18-0249-00001	0.00	0.00	F0062-2019
Pass-Through from Texas Health and Human Services Commission	9/1/2018	U	93.758	HHS000485600055	0.00	0.00	F0062-2020
Total CFDA 93.758					0.00	0.00	

Medical Assistance Program (Medicaid Administrative Claims)							
Pass-Through from Texas Health and Human Services Commission	10/1/2016	U	93.778	529-11-0041-00001A	0.00	0.00	F0077-2050
Total CFDA 93.778					0.00	0.00	
Medical Library Assistance							
Pass-Through from UNTHSC at Fort Worth	5/15/2018	U	93.879	UG4LMO12345	0.00	0.00	F0088-2019
Total CFDA 93.879					0.00	0.00	
HIV Emergency Relief Project Grants	3/1/2018	U	93.914	2-H89HA00047-23-02	0.00	0.00	F0028-2019
HIV Emergency Relief Project Grants	3/1/2019	U	93.914	2-H89HA00047-24-00	0.00	0.00	F0028-2020
Total CFDA 93.914					0.00	0.00	
HIV Care Formula Grants (Ryan White Part B)							
Pass-Through from Texas Department of State Health Services	4/1/2018	U	93.917	537-17-0161-0001-01	0.00	0.00	F0032-2019
Pass-Through from Texas Department of State Health Services	4/1/2019	U	93.917	537-17-0161-0001-03	0.00	0.00	F0032-2020
Total CFDA 93.917					0.00	0.00	
Grants to Provide Outpatient Early Intervention Services with Respect to HIV Disease	1/1/2018	U	93.918	2-H76HA00123-27-02	0.00	0.00	F0027-2018
Grants to Provide Outpatient Early Intervention Services with Respect to HIV Disease	1/1/2019	U	93.918	5-H76HA00123-28-00	0.00	0.00	F0027-2019
Total CFDA 93.918					0.00	0.00	
HIV Prevention Activities- Heatlh Department Based							
Pass-Through from Texas Department of State Health Services	1/1/2019	U	93.940	2016-001323-09	0.00	0.00	F0035-2019
Pass-Through from Texas Department of State Health Services	1/1/2018	U	93.940	2016-001322-04	0.00	0.00	F0038-2018
Total CFDA 93.940					0.00	0.00	
HIV/AIDS Surveillance							
Pass-Through from Texas Department of State Health Services	1/1/2018	U	93.944	HHS000284500001	0.00	0.00	F0033-2018
Pass-Through from Texas Department of State Health Services	1/1/2019	U	93.944	HHS000284500001	0.00	0.00	F0033-2019
Total CFDA 93.944					0.00	0.00	
Preventive Health Services - STD Control Grants							
Pass-Through from Texas Department of State Health Services	1/1/2018	U	93.977	2016-001322-05	0.00	0.00	F0038-2018
Total CFDA 93.977					0.00	0.00	
Maternal and Child Health Services Block Grant to the States							
Pass-Through from Texas Department of State Health Services	9/1/2018	U	93.994	537-18-0362-00001-01	0.00	0.00	F0058-2019
Pass-Through from Texas Department of State Health Services	9/1/2019	U	93.994	537-18-0362-00001-02	0.00	0.00	F0058-2020
Total CFDA 93.994					0.00	0.00	
Total U.S. Department of Health and Human Services					0.00	0.00	
U.S. DEPARTMENT OF HOMELAND SECURITY/FEMA							
Emergency Food and Shelter National Board Program	2/1/2018	U	97.024	Phase 35	0.00	0.00	W0042-2019
Total CFDA 97.024					0.00	0.00	
Pre-Disaster Mitigation							
Pass-Through from Texas Department of Public Safety/Texas Division of Emergency Mgmt	3/12/2018	U	97.039	DR-4245-016	0.00	0.00	M0087-2019
Total CFDA 97.039					0.00	0.00	
Homeland Security Grant Program							
Pass-Through from Texas Office of the Governor, HSGD	9/1/2018	U	97.067	2984803	0.00	0.00	M0040-2019
Pass-Through from Texas Office of the Governor, HSGD	1/1/2019	U	97.067	2984804	0.00	0.00	M0040-2020
Pass-Through from Texas Office of the Governor, HSGD	9/1/2016	U	97.067	3000502	0.00	0.00	M0440-2018
Pass-Through from Texas Office of the Governor, HSGD	1/1/2018	U	97.067	3421601	0.00	0.00	M0640-2019
Total CFDA 97.067					0.00	0.00	
Total U.S. Department of Homeland Security/FEMA					0.00	0.00	

TOTAL FEDERAL FINANCIAL ASSISTANCE					**0.00**	**0.00**	
STATE FINANCIAL ASSISTANCE:							
TEXAS DEPARTMENT OF STATE HEALTH SERVICES/HHSC							
State Services	9/1/2018	U	N/A	537-18-0013-00001-02	0.00	0.00	F0031-2019
State Services	9/1/2019	U	N/A	537-18-0013-00001-03	0.00	0.00	F0031-2020
HIV Care Formula Grants (Ryan White Part B)	4/1/2019	U	N/A	537-17-0161-0001-03	0.00	0.00	F0032-2020
Infectious Disease Surveillance and Epidemiology	9/1/2018	U	N/A	537-18-0305-00001	0.00	0.00	F0034-2019
Infectious Disease Surveillance and Epidemiology	9/1/2019	U	N/A	HHS000436300024	0.00	0.00	F0034-2020
HIV Prevention Activities-Health Department Based (HIV Prevention)	1/1/2018	U	N/A	2016-001323-07	0.00	0.00	F0035-2018
HIV Prevention Activities-Health Department Based (HIV Prevention)	1/1/2019	U	N/A	2016-001323-09	0.00	0.00	F0035-2019
Housing Opportunities for Persons with AIDS	2/1/2018	U	N/A	537-16-0511-00001-02	0.00	0.00	F0037-2019
STD/HIV Prevention	1/1/2017	U	N/A	2016-001322-01	0.00	0.00	F0038-2017
STD/HIV Prevention	1/1/2018	U	N/A	2016-001322-04	0.00	0.00	F0038-2018
STD/HIV Prevention	1/1/2019	U	N/A	HHS000288900007	0.00	0.00	F0038-2019
TB/PC-Tuberculosis Control	9/1/2018	U	N/A	537-18-0043-00001-01	0.00	0.00	F0045-2019
TB/PC-Tuberculosis Control	9/1/2019	U	N/A	HHS00048330000101	0.00	0.00	F0045-2020
Immunization Division	9/1/2017	U	N/A	537-18-0093-00001	0.00	0.00	F0051-2018 (State)
Immunization Division	9/1/2018	U	N/A	HHS000108600001	0.00	0.00	F0051-2019 (State)
Infectious Disease Control Unit/FLU Lab	9/1/2016	U	N/A	537-18-0333-00001	0.00	0.00	F0054-2019
Infectious Disease Control Unit/FLU Lab	9/1/2019	U	N/A	HHS000442100006	0.00	0.00	F0054-2020
Preventive Health and Health Services Block Grant	9/1/2018	U	N/A	537-18-0249-00001	0.00	0.00	F0062-2019 (State)
Respiratory Virus Surveillance Project	9/1/2018	U	N/A	537-18-0102-00001	0.00	0.00	F0072-2019
Total Texas Department of State Health Services					0.00	0.00	
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION							
Family Drug Court	9/1/2018	U	N/A	1969713	0.00	0.00	G0008-2019
Veterans Court Project	9/1/2018	U	N/A	2285210	0.00	0.00	G0012-2019
Veterans Court Project	9/1/2019	U	N/A	2285211	0.00	0.00	G0012-2020
Reaching Independence through Self Empowerment (RISE)	9/1/2018	U	N/A	2589507	0.00	0.00	G0018-2019
Reaching Independence through Self Empowerment (RISE)	9/1/2019	U	N/A	2589508	0.00	0.00	G0018-2020
DIRECT Court Program	9/1/2018	U	N/A	2985204	0.00	0.00	G0084-2019
DIRECT Court Program	9/1/2019	U	N/A	2985205	0.00	0.00	G0084-2020
Mental Health Diverson Court Program	9/1/2017	U	N/A	1828912	0.00	0.00	G0085-2018
Mental Health Diverson Court Program	9/1/2018	U	N/A	1828913	0.00	0.00	G0085-2019
Mental Health Diverson Court Program	9/1/2019	U	N/A	1828914	0.00	0.00	G0085-2020
Total Office of the Governor, Criminal Justice Division					0.00	0.00	
THE STATE OF TEXAS MOTOR VEHICLE CRIME PREVENTION AUTHORITY							
Tarrant Regional Auto Crimes Task Force	9/1/2017	U	N/A	608-18-2200000	0.00	0.00	M0022-2018
Tarrant Regional Auto Crimes Task Force	9/1/2018	U	N/A	608-19-2200000	0.00	0.00	M0022-2019
Tarrant Regional Auto Crimes Task Force	9/1/2019	U	N/A	608-20-2200000	0.00	0.00	M0022-2020
Total State of Texas Motor Vehicle Crime Prevention Authority							
Prevention Authority					0.00	0.00	

TEXAS DEPARTMENT OF TRANSPORTATION							
Highway Planning & Construction - Courtesy Patrol Program	9/1/2017	U	N/A	02-7XXF5002	0.00	0.00	M0044-2018 (State)
Highway Planning & Construction - Courtesy Patrol Program	9/1/2018	U	N/A	608-19-2200000	0.00	0.00	M0044-2019 (State)
Highway Planning & Construction - Courtesy Patrol Program	9/1/2019	U	N/A	608-20-2200000	0.00	0.00	M0044-2020 (State) (80/20)
Total Department of Transportation					0.00	0.00	
TEXAS COMMISSION ON ENVIRONMENTAL QUALITY							
Pass-Through From North Central Texas Council of Governments							
Local Initiatives Projects - Emissions Task Force	12/11/2018	U	N/A	582-14-40126	0.00	0.00	M0049-2017
Local Initiatives Projects - Emissions Task Force	9/1/2017	U	N/A	582-14-40126	0.00	0.00	M0049-2019
Total Texas Commission on Environmental Quality					0.00	0.00	
TEXAS HEALTH AND HUMAN SERVICES COMMISSION							
State-Based Comprehensive Breast & Cervical Cancer Early Detection Program	9/1/2017	U	N/A	529-17-0023-00035-02	0.00	0.00	F0070-2050-FY18
Total Texas Health and Human Services Commission					0.00	0.00	
TEXAS JUDICIAL COMMISSION ON MENTAL HEALTH							
Tarrant County Mental Health Diversion Program-Program Development & Court Improvement	9/1/2019	U	N/A	201-20-055	0.00	0.00	M0086-2020
Total Texas Judicial Commission on Mental Health					0.00	0.00	
OFFICE OF THE ATTORNEY GENERAL							
Bilingual Victims Assistance Coordinator	9/1/2018	U	N/A	1881473	0.00	0.00	M0048-2019
Bilingual Victims Assistance Coordinator	9/1/2019	U	N/A	2098788	0.00	0.00	M0048-2020
Texas Statewide Automated Victim Notification Service (SAVNS)	9/1/2017	U	N/A	1877778	0.00	0.00	M0012-2050
Total Office of the Attorney General					0.00	0.00	
TEXAS INDIGENT DEFENSE COMMISSION							
Indigent Defense Formula Grant	10/1/2018	U	N/A	212-19-220	0.00	0.00	10000/443205/1140100000
Indigent Defense Supplemental Capital Defense Formula Grant	10/1/2018	U	N/A	212-19-220SC	0.00	0.00	10000/443205/1140100000
Total Texas Indigent Defense Commission					0.00	0.00	
TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES							
Nurse Family Partnership	9/1/2019	U	N/A	529-16-0003-00007-03	0.00	0.00	F0093-2020
Promoting Safe and Stable Families - CYD Project	9/1/2017	U	N/A	24427016	0.00	0.00	F0040-2018 (State)
Promoting Safe and Stable Families - CYD Project	9/1/2018	U	N/A	24427016	0.00	0.00	F0040-2019 (State)
Promoting Safe and Stable Families - CYD Project	9/1/2019	U	N/A	24427016	0.00	0.00	F0040-2020 (State)
Total Texas Department of Family and Protective Services					0.00	0.00	
TEXAS VETERANS COMMISSION FUND							
Tarrant County Veterans Court	7/1/2018	U	N/A	VTC_18_0605	0.00	0.00	M0061-2019
Tarrant County Veterans Court	7/1/2019	U	N/A	VTC_19_0706	0.00	0.00	M0061-2020
Total Texas Veterans Commission Fund					0.00	0.00	
TOTAL STATE FINANCIAL ASSISTANCE					0.00	0.00	
TOTAL FEDERAL AND STATE FINANCIAL ASSISTANCE					0.00	0.00	

TARRANT COUNTY, TEXAS
Reconciliation of Schedule of Federal and State Financial Assistance to General Purpose Financial Statements
For the Year Ended September 30, 2020

Total Expenditures per Schedule of Federal & State Financial Assistance - 9/30/2020		**0.00**
Total Grant Expenditures per General Purpose Financial Statements - 9/30/2020		0.00
Operating Transfers Out (Residual Equity Transfers shown as expenses in Grant LID Reports)		0.00
Adjusted Grant Expenditures per General Purpose Financial Statement - 9/30/2020		0.00
Amounts included (excluded) from Schedule of Federal and State Financial Assistance:		
Juvenile Probation (All "P" grants - P0011-2013 - P0050-2050)	0.00	
Juvenile - National School Lunch Program (General Fund:10000/NRG/443101/2610410000)	0.00	
Department of Interior - Payments in Lieu of Taxes (General Fund: 10000/NRG/441031/1310300000) not federal flood	0.00	
S.C.A.A.P. (General Fund: 10000/NRG/443103/1140100000)	0.00	
Department of Justice - Forfeitures (Fund: D8800-All Years)	0.00	
Department of Justice - Forfeitures (Fund: S9700-All Years)	0.00	
Department of Justice - Forfeitures (Fund: T0970-All Years)	0.00	
Department of The Treasury - Forfeitures (Fund: D8900-All Years)	0.00	
Department of The Treasury - Forfeitures (Fund: S9500-All Years)	0.00	
District Attorney Southwest Border Prosecution Initiative (10000/443101/4510100000)	0.00	
Child Protective Services - Title IVE Expenditures (Fund: T0800-2018/NRG/443101/5310100000)	0.00	
District Attorney Foster Care/Legal Costs - Title IVE Expenditures (General Fund: 10000/NRG/443101/4510100000)	0.00	
Indigent Defense Attorney Fees (General Fund: 10000/NRG/443205/1140100000)	0.00	
Juvenile Probation - Title IVE Expenditures (General Fund: P0050/All/443101)	0.00	
BCCCP Program - Fee For Service - Actual Expenditures on General Ledger (F0070-2050)	0.00	
BCCCP Program - Fee For Service - Federal/State Reimbursements for FY2019 (F0070-2018 & F0070-2019)	0.00	
Medicaid Administrative Claims (MAC) - Actual Expenditures on General Ledger (F0077-2050)	0.00	
Medicaid Administrative Claims (MAC) - Claims Reimbursed/Expected to be Reimbursed for FY2019	0.00	
CPS/Hazards - To be moved to Op Sub in FY2020 (F0043-2019)	0.00	
Vendor Contract for Lab Services - Not on SEFA (F0071-2050)	0.00	
Vendor Contract for Services - Not on SEFA (F0072-2050)	0.00	
Pritzker Community Fellow - In GRANT-2004, but does not go on Single Audit (F0085-2019)	0.00	
Pritzker Community Fellow - In GRANT-2004, but does not go on Single Audit (F0085-2020)	0.00	
Pritzker Children's Initiative - In GRANT-2004, but does not go on Single Audit (F0086-2018)	0.00	
Pritzker Children's Initiative - In GRANT-2004, but does not go on Single Audit (F0086-2020)	0.00	
NACCHO - HPV Action Plan - In GRANT-2004, but does not go on Single Audit (F0096-2016)	0.00	
Biosense - In GRANT-2004, but does not go on Single Audit (F0098-2050)	0.00	
T.C. 911 District - In GRANT-2004, but does not go on Single Audit (M0058-2018)	0.00	
United Way - T.C. Veterans Court Diversion Program - In GRANT-2004, but does not go on Single Audit (M0072-2018)	0.00	
R4 Foundation Police Lounge - In GRANT-2004, but does not go on Single Audit (M0078-2015)	0.00	
Tarrant County 911 - In GRANT-2004, but does not go on Single Audit (M0079-2018)	0.00	
BNSF Officer Safety Initiatives - In GRANT-2004, but does not go on Single Audit (M0083-2018)	0.00	
Ability Resources Assistance - In GRANT-2004, but does not go on Single Audit (R0003-2050)	0.00	
MDRC - FSS Program Evaluation Contract - In GRANT-2004, but does not go on Single Audit (R0075-2018)	0.00	
Interim Funded - Waiting on New Grant - In GRANT-2004, but does not go on Single Audit (T0048-2020)	0.00	
CD - Non Federal Donations in GRANT-2004 (H0002-2050)	0.00	
CD - Txu Energy Assistance Program in GRANT-2004 (H0003-2050)	0.00	
CD - Veterans' Housing Rehabilitation Program - Bequest in GRANT-2004 (H0004-2050)	0.00	
State Services - City Participation amounts in GRANT-2004 (F0031-2018)	0.00	
State Services - City Participation amounts in GRANT-2004 (F0031-2019)	0.00	
Ryan White - City Participation amounts in GRANT-2004 (F0032-2019)	0.00	
Ryan White - City Participation amounts in GRANT-2004 (F0032-2020)	0.00	
CDBG - City Participation amounts in GRANT-2004 (H0041-2022)	0.00	
CDBG - HOME - City Participation amounts in GRANT-2004 (H0042-2019)	0.00	
CDBG - HOME - City Participation amounts in GRANT-2004 (H0042-2020)	0.00	
CDBG - HOME - City Participation amounts in GRANT-2004 (H0042-2021)	0.00	
Auto Theft Task Force - Local Funded Expenses in GRANT-2004 (City Participation) (M0022-2019)	0.00	
Auto Theft Task Force - Residual Equity Transfer (M0022-2018)	0.00	
Auto Theft Task Force - Residual Equity Transfer (M0022-2019)	0.00	
Juvenile Title IV-E - Residual Equity Transfer (P0050-2050)	0.00	
BCCCP Program - Fee For Service - Residual Equity Transfer (F0070-2050)	0.00	
Texas Statewide Automated Victim Notification Service (SAVNS) - Payments Made Directly to Vendor (Comm. Ct. 9/25/18)	0.00	
Rounding	0.00	
Total Adjustments		0.00
Adjusted Grant Expenses per General Purpose Financial Statements - 9/30/2019		**0.00**
Difference		0.00

Attachment II-4

Tarrant County Chart of Accounts
Assets

GEAC Account		SAP Account	Description		Mod/Full/ Both
			Cash		
		100010	Consolidated Cash Account		B
		100011	Bank Recon. Disbursements	X	B
	BLOCKED 08/03/15	100012	Bank Recon. Deposits	X	B
111011		100020	Cash - Payroll		B
		100021	Bank Recon. Disbursements PR	X	B
111002	**BLOCKED 08/03/15**	100025	Old Payroll Bank Account		B
		100026	Cash - CSCD Child Support		B
111003		100030	Cash - Fee Offices		B
111005	**BLOCKED 08/03/15**	100040	Cash - Elections		B
	BLOCKED 05/01/19	100045	Mineral Lease Trust Account		B
111006	**BLOCKED 08/03/15**	100050	Cash - Work Comp-NovaPro (Ward)		B
		100051	Cash - Work Comp - JI		B
111007		100060	Cash - Jury		B
111008	**BLOCKED 08/03/15**	100070	Cash - North Texas Health Care		B
111009	**BLOCKED 08/03/15**	100080	Cash - TCDHS/TWN		B
		100081	Cash - High Yield Checking/Disaster Relief		B
		100090	Cash - HUD-Section 8		B
111501		100100	Change Funds		B
		100200	Petty Cash Funds		B
		100400	Cash On Hand - Fee Office		B
111001		100998	Cash Equity	X	B
	BLOCKED 08/03/15	100999	FI/CO Reconciliation Ledger Cash Clearing		B
			Amounts Available		
191011	**BLOCKED 08/03/15**	101980	Amt Available Principal - Assets		M
	BLOCKED 08/03/15	101990	Amt Available Interest - Asset		M
			Investments		
		102000	Investments - Saving Account		B
		102011	Investments - Certificates of Deposit		B
112021	**BLOCKED 05/01/19**	102021	Investments - Fee Office		B
112023	**BLOCKED 08/03/15**	102023	Investments - Federated		B
112022		102100	Investments - Federal Agencies		B
112011		102900	Investments - State Treasury Pooled		B
		103100	Unamort. Prem - Federal Agencies		B
	BLOCKED 08/03/15	103200	Unamort. Prem - Federated		B
	BLOCKED 08/03/15	103300	Unamort. Prem - Fee Office		B
	BLOCKED 08/03/15	103900	Unamort. Prem - State Treasury Pooled		B
		104100	Unamort. Disc - Federal Agencies		B
	BLOCKED 08/03/15	104200	Unamort. Disc - Federated		B
	BLOCKED 08/03/15	104300	Unamort. Disc - Fee Office		B
	BLOCKED 08/03/15	104900	Unamort. Disc - State Treasury Pooled		B
	BLOCKED 08/03/15	105000	Prepaid Int Rec - Certificates of Deposit		B
		105100	Prepaid Int Rec - Federal Agencies		B
	BLOCKED 08/03/15	105200	Prepaid Int Rec - Federated		B
	BLOCKED 08/03/15	105300	Prepaid Int Rec - Fee Office		B
	BLOCKED 08/03/15	105900	Prepaid Int Rec - State Treasury Pooled		B

	BLOCKED 05/01/19	106011	Acc Int - Certificates of Deposit		B
		106100	Acc Int - Federal Agencies		B
	BLOCKED 08/03/15	106200	Acc Int - Federated		B
	BLOCKED 08/03/15	106300	Acc Int - Fee Office		B
	BLOCKED 08/03/15	106900	Acc Int - State Treasury Pooled		B
		107100	Adjusted Mrkt Val - Federal Agencies		B
	BLOCKED 08/03/15	107200	Adjusted Mrkt Val - Federated		B
	BLOCKED 08/03/15	107300	Adjusted Mrkt Val - Fee Office		B
	BLOCKED 08/03/15	107900	Adjusted Mrkt Val - State Treasury Pooled		B
			Receivables		
			Customer Receivables		
134581		108100	Contracts Receivable	D	B
134551		108103	Elections Receivable	D	B
		108106	Graphics Receivable	D	B
		108109	IT Receivable	D	B
134121		108111	Sheriff Receivable	D	B
		108114	Photo/Sheriff Receivable	D	B
136033		108115	Parking Receivable	D	B
134541		108116	Street Signs Receivable	D	B
136011		108117	Returned Check Receivable	D	B
134111		108120	DA Receivable	D	B
		108125	Criminal Courts Drug Program - Receivable	D	B
134511		108131	Precinct 1 Receivable	D	B
" "		108132	Precinct 2 Receivable	D	B
" "		108133	Precinct 3 Receivable	D	B
" "		108134	Precinct 4 Receivable	D	B
134151	**BLOCKED 05/01/19**	108135	Right of Way Receivable	D	B
		108140	Resource Connection	D	B
135001	**BLOCKED 08/03/15**	108141	Grants Receivable	D	B
136091		108142	Miscellaneous Customer Receivable	D	B
	BLOCKED 08/03/15	108143	Housing Customer Receivable	D	B
		108150	Employee Receivable	D	B
			Taxes Receivable		
121101		108200	Taxes Receivable - Current Ad-Valorem		B
122101		108201	Taxes Receivable - Current Personal Property		B
121201		108210	Taxes Receivable - Delinquent Ad-Valorem		B
122201		108211	Taxes Receivable - Delinquent Personal Property		B
		108220	Taxes Receivable - Penalty & Interest		B
		108298	Uncollectible Taxes - Penalty & Interest		B
122301		108299	Estimated Uncollectible Taxes		B
			Inter-Governmental Receivable		
134011		108300	Inter Governmental Accounts Receivable		B
134012		108310	Taxing Entities Receivable		B
	BLOCKED 05/01/19	108315	Tax Seizure Receivable		B
134531	**BLOCKED 08/03/15**	108320	Co-op Supplies Receivable		B
		108330	SAE Sexual Assault Exam Reimbursement		B
134113	**BLOCKED 08/03/15**	108340	County Clerk Deed Records		B
	BLOCKED 05/01/19	108390	TCCC Short Term Receivable		B
			Due from Other Funds		
140101		108400	Due from Other Funds		B
	BLOCKED 08/03/15	108440	Open - Set up in error - is blocked for postings		B

			Other Receivables	
140511	**Unblocked 11/11/16**	108450	Advance to Resource Connection	B
136012	**BLOCKED 08/03/15**	108500	Accrued Interest	B
	BLOCKED 08/03/15	108510	Accrued Dividends	B
Blocked		108605	Returned Check Receivable	B
136022	**BLOCKED 05/01/19**	108608	Probationers Allowance	B
		108610	Past Due Receivables	B
136023	**BLOCKED 08/03/15**	108611	Court Reporter Receivable	B
136031	**BLOCKED 08/03/15**	108614	Flu Shot Receivable	B
Blocked	**BLOCKED 08/03/15**	108617	Parking Receivable	B
136061		108620	HAP Portable Receivable	B
		108621	Housing Fraud Receivable	B
136092		108623	Insurance Receivable	B
136093		108626	Employee Claims & Arrears	B
	BLOCKED 08/03/15	108627	Receivable Clearing	B
136094	**BLOCKED 08/03/15**	108628	Employee Transitional Payment	B
		108629	Retiree Receivable	B
		108630	Precinct Interlocal Purchase	B
		108698	Uncollectible Allowance	B
136091		108699	Miscellaneous Receivable	B
			Fee Office Receivable	
138001		108720	Fee Office Receivable - District Clerk	B
138002		108730	Fee Office Receivable - County Clerk	B
138003		108740	Fee Office Receivable - CSCD	B
138004		108750	Fee Office Receivable - Child Support	B
		108790	Fee Office Receivable - Uncollectible	B
			Prepaids	
152035		109000	Prepaid Expense - Utility Deposit	B
		109001	Prepaid Rent	B
152041		109002	Prepaid Expenses - Travel	B
		109003	Prepaid Expenses - Insurance	B
152011		109006	Prepaid Expense - Postage	B
152031		109099	Prepaid Expenses	B
			Long- Term Receivable	
		110000	Long-Term Loans and Notes Receivable	F
	BLOCKED 08/03/15	110899	Estimated Uncollectible Loans	F
			Deferred Outflow	
		110901	Deferred Outflow - Pension Contributions	
		110902	Deferred Outflow - Pension Interest Earnings	
		110903	Deferred Outflow - Pension Assumptions	
		110904	Deferred Outflow - Pension Experience	
		110911	Deferred Outflow - OPEB Contributions	
			Amount to be Provided	
192021	**BLOCKED 08/03/15**	110980	Amount to be Provided - Principal - Assets	M
192011	**BLOCKED 08/03/15**	110981	Amt to be Provided fr Future Funding Comp Absences	M
	BLOCKED 08/03/15	110990	Amt to be Provided Interest - Asset	M
			Inventories	
151111	**BLOCKED 08/03/15**	111010	Supply Inventory	B
		111015	Sheriff Inventory	B
		111016	Sheriff Commissary Inventory	B
151113		111110	IT Inventory	B

151121		111114	Sign Shop Inventory		B
151131	**BLOCKED 08/03/15**	111120	Custodian Supply Inventory		B
151132	**BLOCKED 08/03/15**	111125	Flag Inventory (Blocked 05/11/05) use 111120		B
151141		111130	Graphics Inventory		B
151172		111135	Photo Processing Inventory		B
151211		111600	Central Garage Inventory		B
151221		111620	Gasoline Inventory		B
151222		111630	Propane Inventory		B
151241		111640	Culverts Inventory		B
151231		111650	Road Materials Inventory		B
	BLOCKED 08/03/15	111699	Inventory Conversion Clearing Account		B
			Restricted Cash		
161001		111910	Restricted Assets - Cash		B
162001		111920	Restricted Assets - Investments		B
	BLOCKED 08/03/15	111998	Cash Conversion Clearing Account		B
	BLOCKED 08/03/15	111999	AR Conversion Clearing Account		B
			Fixed Assets		
		112000	Land (Modified)	A	M
		112100	Right of Way (Modified)	A	M
		112200	Building (Modified)	A	M
		112300	Furniture & Office Equipment (Mod)	A	M
		112310	Vehicles (Mod)	A	M
		112320	Heavy Equipment (Mod)	A	M
		112330	Computer & Computer Components (Mod)	A	M
		112400	Computer Software (Mod)	A	M
		112500	Capital Leasing (Mod)	A	M
		112600	County Roads (Mod)	A	M
		112610	Bridges (Mod)	A	M
		112800	Low Value Asset Furniture & Office Equip (Mod)	A	M
		112809	Low Value Asset Furn & Off Equip (Modified Contra)	A	M
		112810	Low Value Asset Computer & CComponents (Mod)	A	M
		112819	Low Value Asset Computer & CCompents (Mod Contra)	A	M
		112820	Low Value Asset Grant Non-Cap Equipment (Mod)	A	M
		112829	Low Value Asset Grant Non-Cap Equip (Mod Contra)	A	M
		112830	Low Value Asset Grant Non-Cap Computer (Mod)	A	M
		112839	Low Value Asset Grant Non-Cap Computer (ModContra)	A	M
		112900	Assets Under Const for Software Development (Mod)	A	M
		112910	Assets Under Const for Building (Modified)	A	M
		112920	Assets Under Const for Infrastructure (Mod)	A	M
			GASB 34 Fixed Asset Accounts		
		113000	Land (Cost)		F
		113009	Land (Cost Contra)		F
		113100	Right of Way (Cost)		F
		113109	Right of Way (Cost Contra)		F
		113200	Building (Cost)		F
		113209	Building (Cost Contra)		F
		113300	Furniture & Office Equipment (Cost)		F
		113309	Furniture & Office Equipment (CContra)		F
		113310	Vehicles (Cost)		F
		113319	Vehicles (CContra)		F
		113320	Heavy Equipment (Cost)		F
		113329	Heavy Equipment (CContra)		F
		113330	Computer & Computer Components (Cost)		F

113339	Computer & Computer Components (CContra)	F
113400	Computer Software (Cost)	F
113409	Computer Software (CContra)	F
113500	Capital Leasing (Cost)	F
113509	Capital Leasing (CContra)	F
113600	County Roads (Cost)	F
113609	County Roads (CContra)	F
113610	Bridges (Cost)	F
113619	Bridges (CContra)	F
113800	Low Value Asset Furniture & Office Equip (Cost)	F
113809	Low Value Asset Furniture & Office Equip (CContra)	F
113810	Low Value Asset Computer & Components (Cost)	F
113819	Low Value Asset Computer & Components (CContra)	F
113820	Low Value Asset Grant Non-Cap Equipment (Cost)	F
113829	Low Value Asset Grant Non-Cap Equipment (CContra)	F
113830	Low Value Asset Grant Non-Cap Computer (Cost)	F
113839	Low Value Asset Grant Non-Cap Computer (CContra)	F
113900	Assets Under Const for Software Development (Cost)	F
113909	Assets Under Const for Software Develop (CContra)	F
113910	Assets Under Const for Building (Cost)	F
113919	Assets Under Const for Building (CContra)	F
113920	Assets Under Const for Infrastructure (Cost)	F
113929	Assets Under Const for Infrastructure (CContra)	F
114200	Accum Depr Building (Cost)	F
114300	Accum Depr Furniture & Office Equipment (Cost)	F
114310	Accum Depr Captial Vehicle (Cost)	F
114320	Accum Depr Capital Heavy Equipment (Cost)	F
114330	Accum Depr Computer & Components (Cost)	F
114400	Accum Depr Computer Software (Cost)	F
114500	Accum Depr Capital Leasing (Cost)	F
114600	Accum Depr Roads (Cost)	F
114610	Accum Depr Bridges (Cost)	F
114800	Accum Depr Low Value Assets Furn&Office Eq (Cost)	F
114810	Accum Depr LV Assets Computer & Components (Cost)	F
114820	Accum Depr LV Assets Grant Non-Cap Equip (Cost)	F
114830	Accum Depr LV Assets Grant Non-Cap Computer (Cost)	F
114991	HC Load (Mod) Fixed Asset Load Account	M
114992	AD Load (Mod) Fixed Asset Load Account	M
114993	GFA Load (Mod) Fixed Asset Load Account	M
114994	AD Load (Full) Fixed Asset Load Account	F

Tarrant County Chart of Accounts
Liabilities

GEAC Account		SAP Account	Description		Mod/Full/ Both
			Accounts Payable		
211001		200000	Vendor Accounts Payable	K	B
		200010	Other Payable		B
212001		200015	Retainage		B
		201000	Goods Receipt/Invoice Receipt Clearing		B
225131		202010	Sales Tax Payable - Law Library		B
225135		202020	Sales Tax Payable - Auction Sales		B
225136		202030	Sales Tax Payable - Parking Lots		B
225132		202040	Sales Tax Payable - Misc		B
		202999	A/P Conversion Clearing Account		B
			Payroll Payables		
221004		203110	Retirement - Employer		B
221005		203115	Social Security - Employer (6.2%)		B
221006		203116	Medicaid- Employer (1.45%)		B
222001		203201	FIT Withholding		B
222002		203202	Tax Levy		B
222004		203204	Retirement - Employee		B
222005		203205	Social Security - Employee (6.2%)		B
222006		203206	Medicaid- Employee (1.45%)		B
222301		203301	Union Dues		B
222311		203311	YMCA		B
222312		203312	Savings Bonds		B
222313		203313	United Fund		B
222314		203314	Prepaid Legal		B
222315	**BLOCKED 08/03/15**	203315	Lockheed Recreation		B
222316		203316	Texas Tomorrow Fund		B
222317		203317	Weight Watchers		B
222401	**BLOCKED 08/03/15**	203401	Credit Union		B
222201		203450	Deferred Comp		B
222205		203454	Guaranty Payments		B
222501		203501	Parking		B
222507		203601	Garnishments		B
222508		203602	Student Loan Levy		B
222509		203603	Chapter 13 Levy		B
222101		203604	Child Support		B
222102		203605	Child Support Service Fees		B
		203701	CSCD Medical Pre		B
		203702	CSCD Medical Post		B
		203703	CSCD Section 125		B
		203704	CSCD HAS		B
	BLOCKED 08/03/15	203711	CSCD Retiree Insurance		B
213002		203900	Accrued Payroll		B
213001		203910	Payroll Payable		B
	BLOCKED 08/03/15	203998	Split Payroll Document (Size) Clearing		B
213099		203999	Split Payroll Document Clearing		B

			Fee Office Liability	
224011		204011	Fee Office Trust Liability	B
224111		204111	Trust - Constable 1	B
224121	**Unblocked 12/11/19**	204121	Trust - Constable 2	B
224131	**BLOCKED 08/03/15**	204131	Trust - Constable 3	B
224141		204141	Trust - Constable 4	B
224151		204151	Trust - Constable 5	B
224161	**BLOCKED 08/03/15**	204161	Trust - Constable 6	B
224171		204171	Trust - Constable 7	B
224181		204181	Trust - Constable 8	B
224211	**Unblocked 5/30/18**	204211	Trust - Justice of the Peace 1	B
224221	**Unblocked 12/6/19**	204221	Trust - Justice of the Peace 2	B
224231	**Unblocked 5/30/18**	204231	Trust - Justice of the Peace 3	B
224241	**Unblocked 10/02/18**	204241	Trust - Justice of the Peace 4	B
224251	**BLOCKED 08/03/15**	204251	Trust - Justice of the Peace 5	B
224261	**Unblocked 2/12/19**	204261	Trust - Justice of the Peace 6	B
224271	**Unblocked 6/23/20**	204271	Trust - Justice of the Peace 7	B
224281		204281	Trust - Justice of the Peace 8	B
224282	**BLOCKED 08/03/15**	204282	Justice of the Peace 8 - Cash Bonds	B
224311	**BLOCKED 08/03/15**	204311	Sheriff Inmate Trust	B
224321		204321	Sheriff Bond Collateral	B
224501		204501	Drug Seizures	B
		204502	Economic Crime Seizures	B
		204503	Drug Seizure Interest	B
		204504	Economic Crime Seizure Interest	B
	Blocked 07/31/19	204505	Ft Worth Sector	B
	Blocked 07/31/19	204506	Northeast Sector	B
	Blocked 07/31/19	204507	West Sector	B
	Blocked 07/31/19	204508	Southeast Sector	B
	Blocked 07/31/19	204509	Drug Seizure-Unit	B
	unblocked 03/03/16	204510	FW Multi-Agency Task Force Forfeitures	B
	BLOCKED 08/03/15	204511	Auto Crimes Seizure	B
	BLOCKED 08/03/15	245012	Auto Crimes Seizure Interest	B
224601	**BLOCKED 08/03/15**	204601	Trust Child Support	B
			Other Payable	
226021		208000	Miscellaneous Payable	B
226022		208100	Due to Medical Examiner	B
226026	**BLOCKED 08/03/15**	208110	Credit Card Processing Fee	B
226027	**BLOCKED 08/03/15**	208111	Credit Card Convience Fee	B
226029		208112	Justice of the Peace Collection Fee	B
		208113	HIDTA Justice funds	B
		208114	HIDTA Treasury funds	B
	Blocked 07/31/19	208115	Emissions Task Force Seizure	B
	Blocked 07/31/19	208116	Emissions Task Force Seizure Interest	
226032		208120	Family Self Sufficiency Liability	B
		208121	Port In Liability	B
226051	**BLOCKED 08/03/15**	208130	Abandoned Auto	B
226052	**BLOCKED 08/03/15**	208131	Deposits Car Seats	B
226053	**BLOCKED 07/28/16**	208132	Citran Bus Payable	B
226061	**BLOCKED 08/03/15**	208141	Taxes In Litigation	B
226062		208142	District Clerk Segregated Funds	B
226071	**BLOCKED 08/03/15**	208151	County Clerk Warrant Arrest Fee	B
226073	**BLOCKED 08/03/15**	208152	County Clerk Deed Records Escrow	B
226081		208160	Restitution Payable	B
	BLOCKED 08/03/15	208162	SAE Sexual Assault Exams Payable	B

223115		208170	North Texas Health Care Liability	B
		208171	Flex Ben Outstanding Checks	B
226085		208180	Employee Donations-Community Service	B
226012		208200	Unclaimed Property - Disbursements	B
		208210	Due to CSCD	B
5/12/2015		208300	Fee Office - Due to Third Parties	B
			Intergovernmental Payables	
		209100	Due to Other Governments	B
225101		209201	DPS arrest Fees	B
225102		209202	TABC Arrest Fees	B
225103		209203	Park & Wildlife Arrest Fees	B
225104	**BLOCKED 08/03/15**	209204	Probate Court Ed	B
225105		209205	Criminal Justice Planning	B
225106		209206	Law Enforce Off Std/Ed	B
225107		209207	Judicial & Court Pers Training	B
225108		209208	Comp to Victims of Crime	B
225109		209209	Operator&Chauffeur License	B
225110		209210	Misc State Arrest Fees	B
225111		209211	Crimestoppers	B
225112		209212	Law Enforcement Mgt	B
225113		209213	Comp Rehab	B
225114		209214	Misd Court Cost	B
225115		209215	Breath Alcohol Testing	B
225116		209216	Abused Children Counsel Act	B
225117	**BLOCKED 08/03/15**	209217	Fee Office	B
225118	**BLOCKED 08/03/15**	209218	Jury Donations - Miscellaneous	B
225119	**BLOCKED 08/03/15**	209219	ADRS	B
225120		209220	Jury Don-Comp for Crime Victims	B
225121		209221	LEOCE	B
225122	**BLOCKED 08/03/15**	209222	Traffic Law failure to appear	B
225123		209223	LEOA	B
225124		209224	Motor Carrier Weght Violation	B
225125		209225	Consolidate State Fee	B
225126		209226	Fugitive Apprehension Fee	B
225127		209227	Prevention of Juvenile Crime/Del	B
225128		209228	Time Payment Fee	B
225129		209229	Indigent Legal Svc Fee-JP Court LGC 113.153a2	B
225301		209230	Family Trust	B
225302		209231	Judicial Fund Filing Fee-Probate Court GC 51.704	B
225303		209232	Marriage License Fee - Formal LGC 118.022a1	B
225304		209233	Child Restraint	B
225305		209234	CMI	B
225306		209235	DNA	B
225308		209236	Subtitle C - Traffic Fee	B
225309		209237	Non Disclosure	B
225307		209238	Bail Bond Surety Fee	B
		209239	Jury Service Fees	B
225311		209240	EMS/Trauma	B
		209241	Judicial Fee - Convictions	B
	BLOCKED 08/03/15	209242	DC Judicial Fee - Divorce/Family	B
	BLOCKED 08/03/15	209243	DC Judicial - Other	B
	BLOCKED 08/03/15	209244	DC Indigent Fees - Divorce/Family Civil	B
	BLOCKED 08/03/15	209245	DC Indigent Fees - Other Civil	B
	BLOCKED 08/03/15	209246	DC Indigent Fees - Supplemental Filing Civil	B
		209247	Judicial Fee - Filing	B

		209248	TDPS Failure Appear/Pay	B
		209249	Birth Certificate Fee	B
		209250	Drug Court Fees	B
		209251	Indigent Defense Fee	B
		209252	Judicial Fee 51.702b	B
		209253	DNA Juvenile	B
	BLOCKED 08/03/15	209254	Child Safety Seat Fee	B
		209255	Moving Violation Fee	B
		209256	DNA Community Supervision	B
		209257	Truancy Prevention	B
		209258	Electronic Filing Fee	B
		209259	E-Filing Conviction Fee	B
		209260	Texas Home Visiting Program	B
		209261	Judicial & Court Personnel Training Fee	B
		209262	Consolidated Fee-Family/Divorce Cases LGC133.151a1	B
		209263	Consolidated Fee-DC Other Cases LGC 133.151a2	B
		209264	Marriage License Fee - Informal LGC 118.022a1	B
		209265	Indigent Legal Svc Fee-Probate Ct LGC 113.153a1	B
		209266	Indigent Legal Svc Fee-County Ct LGC 113.153a1	B
		209267	Indigent Legal Svc Fee-District Court LGC 113.152	B
		209268	Jucicial Fund Filing Fee-County Court GC 51.702	B
		209269	DWI State Fine Transp Code 709	B
		209270	Subtitle C Traffice Fee eff 9/01/19	B
225204		209304	Due to School Fund	B
		209701	Safe City - Crime Stopper Fee	B
		209702	Safe Haven	B
	BLOCKED 08/03/15	209703	Sex Offender Publication	B
		209704	State-Sexual Assualt	B
10/12/2015		209705	Recovery Health Care Payable	B
		209706	CSCD - Food Bank	B
225201	**BLOCKED 08/03/15**	209801	Due to MHMR	B
225202		209802	Due to Juvenile Probation Diversion Fund	B
225203		209803	Due to TNRCC permit Fees	B
225205		209805	Dpt Vital Stats Rem Birth Cert	B
225206	**UNBLOCKED 9/22/2**	209806	City of Fort Worth	B
225207	**BLOCKED 08/03/15**	209807	Independent School District	B
225208		209808	Housing and Urban Development	B
		209809	TDPS OmniBase	B
225299		209899	Other Intergovernmental Payable	B
			Due To Other Funds	
230101		209900	Due To Other Funds	B
			Current Portion Long-Term Debt	
232432	**Unblocked 11/11/16**	209950	Advance From Capital Projects	B
261001	**BLOCKED 08/03/15**	210200	Short-Term Bonds Payable	B
281001		210300	Short-Term Arbitrage Pay	B
5/12/2015		210400	Short-Term Actuarial Liability	B
		210600	Short-Term OPEB Liability	B
270001		210700	Short-Term Accrued Compensated Absences	B
			Deferred Revenues	
293001		210800	Short-Term Deferred Revenue	B
291001		210810	Short-Term Deferred Revenue - Taxes	B
		210811	Short-Term Deferred Rev - Taxes Penalty & Interest	B

294001		210820	Short-Term Deferred Revenue - District Clerk	B
294002		210830	Short-Term Deferred Revenue - County Clerk	B
294003		210840	Short-Term Deferred Revenue - CSCD	B
294004		210850	Short-Term Deferred Revenue - Child Support	B
		210890	Unavailable Revenue - Other	B
			Deferred Inflow	
		210891	Deferred Inflow - Pension Experience	
		210892	Deferred Inflow - Pension Assumptions	
		210894	Deferred Inflow - OPEB Experiences	
		210895	Deferred Inflow - OPEB Assumptions	
226031		210900	Accrued Interest Payable	B
			Long-Term Payables	
	BLOCKED 08/03/15	211001	A/P Reconciliation Account	F
262001	**BLOCKED 08/03/15**	211100	Long-Term Bonds Payable - Assets	F
281002		211200	Long-Term Arbitrage Pay	F
		211300	Long-Term Actuarial	F
		211500	Pension Liability	
		211600	OPEB Liability	
270011		211700	Long-Term Accrued Compensated Absences	F
	BLOCKED 08/03/15	211800	Long-Term Deferred Revenue	F
	BLOCKED 08/03/15	211850	Long-Term Deferred Revenue - Taxes	F
	BLOCKED 08/03/15	211910	Unamortized Discount-Bonds	F
	BLOCKED 08/03/15	211960	Unamortized Premiums-Bonds	F

Tarrant County Chart of Accounts
Equity

GEAC Account	SAP Account	Description	Mod/Full/ Both
		Net Assets	
	310000	Unreserved - Net Assets	F
	311100	Unreserved-Net Assets-Gain/Loss on Asset Disposal	F
	311200	Unreserved-Net Assets-Depreciation	F
	311210	Unreserved-Net Assets-Depreciation-LVA	F
	311250	Unreserved-Net Assets - Proceeds from Asset Sale	
	312000	Unreserved Net Assets-S-Term Comp Absences	F
	312500	Unreserved Net Assets-L-Term Comp Absences	F
	313000	Net Assets-Prin Exp Acc Contra-Bonds-Assets	F
	314000	Net Assets-Prin Exp Acc Contra-Cert-Assets	
	314100	Net Assets-Pension	F
	314200	Net Assets-OPEB	F
	315000	Net Assets-Prin Exp Acc Contra-Cap Lease-Assets	F
	316100	NA Issuance Discount Contra-Bonds-Assets	F
	316110	NA Issuance Discount Contra-Cert-Assets	
	316200	NA Issuance Premium Contra-Bonds-Assets	F
	316210	NA Issuance Premium Contra-Cert-Assets	
	316300	Net Assets Amortized Discount-Bonds-Assets	F
	316310	Net Assets Amortized Discount-Cert-Assets	
	316400	Net Assets Amortized Premium-Bonds-Assets	F
	316410	Net Assets Amortized Premium-Cert-Assets	
	317000	Net Assets Unreserved -Capital Projects Contra	F
	318100	Unreserved Fund Balance - Revenue Adjustment	
	318110	Unreserved Fund Balance - Expense Adjustment	
	318200	Unreserved-Net Assets-Exp Adj	
	318210	Unreserved-Net Assets-Exp Adj Contra	
	320000	Reserved - Net Assets	F
	320100	Net Assets Reserved - Capital Projects	F
		Fund Balance	
		Unreserved	
310001	**330000**	Unreserved - Fund Balance	M
	330030	Unr. Fund Balance Reduction-Funds Commitments	M
	330040	Unr. Fund Balance Reduction-Purchase Orders	M
	330050	Unr. Fund Balance-Interest Income Received	M
	330060	Unr. Fund Balance-Interest Income Accrued	M
	330070	Unr. Fund Balance-Amortized Investment Premium	M
	330080	Unr. Fund Balance-Amortized Investment Discount	M
	330090	Unr. FB-Unr Gain/Loss on Investment Market Value	M
	330100	Unreserved Fund Balance-Gain on Sale of Assets	M
	330200	Unreserved Fund Balance-Capital Expenditures	M
	330210	Unreserved-FB-Assets Under Construction	M
	330300	Fund Balance Bond Proceeds - Assets	M

	330400	Fund Balance Cert Proceeds - Assets		
	330500	Fund Balance Cap Lease Proceeds - Assets		M
	331000	Fund Balance Issue Cost-Bonds-Assets		M
	331009	Fund Balance Issue Cost Contra-Bonds-Assets		M
	331100	Fund Balance Issue Cost Cert-Assets		
	331109	Fund Balance Issue Cost Contra-Cert-Assets		
	331200	Fund Balance Issue Cost-Cap Lease-Assets		M
	331209	Fund Balance Issue Cost Contra-Cap Lease-Assets		M
	331300	Fund Balance Principal Expense-Bonds-Assets		M
	331390	Fund Balance Principal Exp Accrual-Bonds-Assets		M
	331400	Fund Balance Principal Exp Cert-Assets		
	331490	Fund Balance Principal Exp Accrual-Cert-Assets		
	331700	Fund Balance Principal Expense-Cap Leases		M
	331790	Fund Balance Principal Expense Accrual-Cap Leases		M
	331800	Fund Balance Issuance Disc-Bonds-Assets		M
	331810	Fund Balance Issuance Disc-Cert-Assets		
	331900	Fund Balance Issuance Premium-Bonds-Assets		M
	331910	Fund Balance Issuance Premium-Cert-Assets		
	332000	Fund Balance Transfers In - Assets		M
	332100	Fund Balance Transfers In - Other		M
	332200	Fund Balance Transfers Out - Assets		M
	332300	Fund Balance Transfers Out - Other		M
		Reserved		
311211	340000	Fund Balance-Reserve for Debt Service		M
311541	340100	Fund Balance-Reserve for Inventories		M
322001	340200	Reserved Fund Balance - Self Insurance		M
311121	340300	Fund Balance-Reserve for Encumbrances		M
311431	340400	Fund Balance-Reserve for Federal Programs		M
315002	350000	Restricted Fund Balance		M
		Investment in GFA		
	392000	Investment in GFA-Land Accum Depr (Modified)	A	M
	392100	Investment in GFA-Right of Way Accum Depr(Mod)	A	M
	392200	Investment in GFA-Buildings Accum Depr (Modified)	A	M
	392300	Investment in GFA-Cap Furn/Off Eq Accum Depr (Mod)	A	M
	392310	Investment in GFA-Cap Vehicles Accum Depr (Mod)	A	M
	392320	Investment in GFA-Cap Hvy Equip Accum Depr (Mod)	A	M
	392330	Investment in GFA-Cap Comptr&Compts Acc Depr (Mod)	A	M
	392400	Investment in GFA-Cap Computer SW Acc Depr (Mod)	A	M
	392500	Investment in GFA-Cap Leasing Acc Depr (Mod)	A	M
	392600	Investment in GFA-County Roads Accum Depr (Mod)	A	M
	392610	Investment in GFA-Bridges Accum Depr (Mod)	A	M
	392900	Investment in GFA-AUC Software Accum Depr (Mod)	A	M
	392910	Investment in GFA-AUC Bldg Accum Depr (Modified)	A	M
	392920	Investment in GFA-AUC Infrast Accum Depr (Mod)	A	M

Tarrant County Chart of Accounts
Revenues

GEAC Account		SAP Account	Description	Mod/Full/ Both
			Taxes & Licenses	
410111		410111	Taxes Current	B
410191		410191	Payment in Lieu of Taxes	B
410199		410199	Tax Increment Financing (TIF)	B
410211		410211	Delinquent	B
		410371	VIT Penalties	B
410381		410381	P & I on Del Taxes (PY)	B
410391		410391	P & I on Curr Year Taxes	B
410411		410411	Expired Refund on Taxes	B
410412		410412	VIT Excess Escrow	B
411101		411101	Liquor Licenses	B
411201		411201	Beer and Wine Licenses	B
411301		411301	Bail Bond Licenses	B
411401		411401	Marriage License	B
411501		411501	Sexually Oriented Business License	B
			FEES OF OFFICE	
			Tax office	
421113		421113	Tax-Collection Commissions Fees	B
		421115	Tax-Rendition Fees	B
421121		421121	Sales Tax Collection Commission	B
421122		421122	Motor Vehicle Collection Commission	B
421123		421123	Certificate of Title Collection Commission	B
		421124	Parks & Wildlife Commission	B
		421125	Misc State MV Fees	B
Blocked	9/22/2014	421126	Motor Vehicle Service Fee	B
421131		421131	Tax Interest Earnings	B
421133		421133	Tax Certificate	B
		421141	Motor Vehicle Title Service Fee	B
		421143	NTTA Toll Tag Svc Fee	B
421151		421151	Motor Vehicle Road & Bridge Fee	B
421161		421161	Environmental Fee	B
		421192	Scowfflaw Commissions	B
		421198	Other Motor Vehicle Fee	B
		421199	Other Tax Fees	B
			Elections	
421311		421311	Election Maps	B
421312		421312	Election Voter History	B
421313		421313	Election Voter Registration	B
421314		421314	Election Precinct Guides	B
421315		421315	Election Results	B
421316		421316	Election Tapes	B
421317		421317	Election Candidate Filing Fee	B

421319	421319	Election Other Revenues	B
		Sheriff	
422001	422001	Sheriff Service Fees	B
422003	422003	Sheriff AG Service Fees	B
422004	422004	Sheriff Alarm Fees	B
	422005	Sheriff Game Room Application Fee	B
422006	422006	Sheriff Other Fees	B
422008	422008	Sheriff Alcohol Testing Fees	B
422009	422009	Sheriff Reimb Travel Fees	B
422011	422011	Sheriff Abandoned Motor Vehicle Fees	B
422013	422013	Sheriff Estray Livestock Fees	B
422014	422014	Sheriff Fugitive Apprehension Program Fees	B
422015	422015	Sheriff JAIL System Reimb Fees	B
422016	422016	Misc Sheriff Report Fees	B
422017	422017	Sex Offender Advertising Restitution	B
422018	422018	Bail Bond Surety Fee Commission	B
		Constables	
423101	423101	Constable 1 Fees	B
423201	423201	Constable 2 Fees	B
423301	423301	Constable 3 Fees	B
423401	423401	Constable 4 Fees	B
423501	423501	Constable 5 Fees	B
423601	423601	Constable 6 Fees	B
423701	423701	Constable 7 Fees	B
423801	423801	Constable 8 Fees	B
		County Clerk	
424111	424111	CC Abstract of Judgement Filing Fees	B
424112	424112	CC Deeds of Trust Filing Fees	B
424113	424113	CC Warranty Deeds Filing Fees	B
424114	424114	CC Financial Statements Filing Fees	B
424115	424115	CC Liens-Mechanic/Tax Filing Fees	B
424117	424117	CC Bonds, Other Filing Fees	B
424118	424118	CC E-Filings	B
424121	424121	CC Assumed Names Fees	B
424122	424122	CC Certified Copies	B
424123	424123	CC Certif-Beer&Wine Fees	B
	424124	CC Birth/Death Certificates	B
424128	424128	CC Records Preservation/Vital Stats	B
424131	424131	CC County Court at Law Fees	B
424141	424141	CC Probate Court Fees	B
	424142	CC Probate Document Filing Fee	B
	424143	CC Public Probate Administrator Fee	B
424151	424151	CC County Criminal Court Fees	B
424152	424152	CC Misdemeanor Convinction Fee	B
	424153	CC Criminal Transaction Admin Fee	B
	424154	CC TDPS Failure Appear/Pay	B
	424155	CC Guardianship Fee	B
	424156	CC Time Payment Fee	B
424161	424161	CC Court Reporter Fees	B
424162	424162	CC Trust Fund Admin Fees	B
424163	424163	CC Dial In Fees	B
424164	424164	CC Self-Insurance Fee	B

424165		424165	CC Microfilm and Tape Sales	B
424166		424166	CC Appellate Court Fees	B
424167		424167	CC Courthouse Security Fee	B
424168		424168	CC Attorney Fees	B
424169		424169	CC Graffiti Eradication Fee	B
424171		424171	CC Assist Court Investigator Fees	B
424172		424172	CC Court Investigator Fees	B
424173		424173	CC Archive Fee	B
		424174	CC Filing Fee	B
		424175	CC Conviction Fee	B
		424176	CC Law Library Fee	B
		424177	CC Web Based Access Fee	B
		424179	CC Drug Court Fee	B
		424180	CC Drug Court Fee DUI	B
		424181	CC E-filing Recovery	B
	10/7/2015	424182	CC Online Access-Set Up	B
	10/7/2015	424183	CC Online Access-Service	B
		424190	CC Other Revenue	B
		424196	CC Passports	B
		424197	CC Passports Photos	B
424198		424198	CC Over/Short	B
424199		424199	CC Advanced Fees	B
			District Clerk	
424201		424201	District Clerk Fees	B
424202		424202	DC Self-Insurance Fees	B
424203		424203	DC Dial In Fees	B
424205		424205	DC Trust Fund Admin	B
424206		424206	DC Courthouse Security	B
424207		424207	DC Court Reporter Fees	B
424208		424208	DC Graffiti Eradication Fee	B
424209		424209	DC Passport Fee	B
424211		424211	DC Photo Fee	B
424212		424212	DC Web Base Access	B
		424213	DC Filing Fee	B
		424214	DC Conviction Fee	B
		424215	DC Law Library Fee	B
		424216	DC Drug Court Fee	B
		424217	DC Drug Court Fee DUI	B
		424218	DC Family Protection Fee	B
		424219	DC Archive Fee	B
		424220	DC E-filing Recovery	B
424299		424299	DC Over/Short	B
			Domestic Relations	
424311		424311	Child Support Fees	B
		424312	Initial CS Fees	B
424321		424321	DRO Probation Fees	B
424322		424322	DRO Probation Fees-IVD	B
		424323	DRO IVD Performance Bonus	B
424331		424331	DRO Misc Fees	B
424341		424341	DRO Application Fees	B
424342		424342	DRO Attorney Fees	B
424343		424343	DRO Filing Fees	B

		424344	Family Court Svc Court Service Fee	B
424345		424345	DRO Process Service	B
424346		424346	DRO Social Study	B
		424347	FCS Visitation Fee	B
424348		424348	DRO Reimb-Court Costs	B
424349		424349	DRO Reimb-Certif Mail	B
424351		424351	DRO Attorney Fax Fees	B
424352		424352	DRO SDU-Local Disbursement Contract	B
424353		424353	DROSDU-Customer Service Contract	B
424354		424354	DRO SDU-State Case Registry Contract	B
	Blocked	424355	DRO Initial CS Fees	B
			District Attorney	
424411		424411	District Attorney Fees	B
424421		424421	DA Welfare Fraud	B
424431		424431	DA Hot Check	B
			Probate Courts	
425101		425101	Probate Court 1 Fees	B
425201		425201	Probate Court 2 Fees	B
		425302	Public Probate Admin Commission/Compensation	B
		425305	Public Probate Admin Proceeds	B
426001		426001	Court Technology	B
			Justice of the Peace	
426101		426101	Justice of the Peace Pct 1 Fees	B
426201		426201	Justice of the Peace Pct 2 Fees	B
426301		426301	Justice of the Peace Pct 3 Fees	B
426401		426401	Justice of the Peace Pct 4 Fees	B
426501		426501	Justice of the Peace Pct 5 Fees	B
426601		426601	Justice of the Peace Pct 6 Fees	B
426701		426701	Justice of the Peace Pct 7 Fees	B
426801		426801	Justice of the Peace Pct 8 Fees	B
	8/21/2015	426911	JP Truancy Fee	B
			Fire Marshal	
		427101	Fire Marshal Permits	B
		427102	Fire Marshal Fire Safety Inspections	B
		427103	Fire Marshal Annual Inspections	B
			Health Department	
428011		428011	Health Dept Immunization Fees	B
428012		428012	Health Hepatitis B Immunizations	B
428013		428013	Health Child Exam-Not Title V	B
428014		428014	Health Family Planning-Not Title V	B
428015		428015	Health Adult Hepatitis B Program	B
428016		428016	Health Family Plan-Johnson County	B
		428017	Health Touch Point training fees	B
428021		428021	Health Food Permits	B
428025		428025	Health Food Handler Permits	B
428031		428031	Health PSRO Program	B
428035		428035	Health Pool Permits	B
428041		428041	Health Epidemiology	B
428042		428042	Health TB Skin Tests - CHP	B
428051		428051	Health Medicaid	B
428052		428052	Health Medicare	B
		428053	Health CHIP Insurance	B

	428054	Health Private Health Insurance	B
	428055	Health Pharmacy Rebate	B
	428056	Health Tricare Insurance	B
	428057	Health Champ VA Insurance	B
428061	428061	Health STD Program	B
428071	428071	Health Laboratory Medical Procedures	B
428072	428072	Health Lab-Water Sample Testing	B
428073	428073	Health Lab-Milk & Dairy Testing	B
428081	428081	Health TCPH-PMC	B
428082	428082	Health EQHIV Project	B
428091	428091	Health International Travel	B
428092	428092	Health Tobacco Program	B
428101	428101	Health Statistics Books	B
428102	428102	Health TB Control	B
428201	428201	Health Copays Women & Infants	B
428202	428202	Health Copays Children & Youths	B
428203	428203	Health Copays Child Dental	B
	428998	Health Unallocated	B
		Agriculture Fees	
429202	429202	Agriculture Fees	B
		Medical Examiner	B
429311	429311	Medical Examiner Fees	B
	429320	DNA Fees	B
429321	429321	Crime Lab Fees	B
429322	429322	Autopsy Fees	B
429323	429323	ME Facility Utilization Fees	B
429324	429324	ME Over the Counter Fees	B
429325	429325	ME Professional Fees	B
429326	429326	ME Cremation Fees	B
429327	429327	ME Photograph Duplication	B
429328	429328	ME Other Miscellaneous Fees	B
429329	429329	ME Toxicology Lab Analyses	B
429391	429391	ME Non-Jurisdictional Autopsy	B
		Other Fees	
429411	429411	Law Library Fees	B
429511	429511	Pretrial Release Fees	B
429521	429521	DWI-Interlock	B
429525	429525	Drug Court Fee	B
	429526	Criminal Courts Drug Program - Misdemeanor	B
	429527	Criminal Courts Drug Program - Felony	B
429528	429528	Urinalysis Testing/Counsel Fee	B
429611	429611	Filing fee	B
429621	429621	Conviction Fee	B
429701	429701	Jury Fees	B
429702	429702	Probation Fees	B
429703	429703	Dispute Resolution Fees (ADRS)	B
	429704	Court Reporter Service Fee	B
429991	429991	Credit Card Fees	B
429992	429992	Graffiti Eradication-CSCD	B
	429998	Grants Management PY Load - Fees	B
429999	429999	Misc Fees	B

		Fines	
431101	431101	CDC 1 Fines	B
431102	431102	CDC 2 Fines	B
431103	431103	CDC 3 Fines	B
431104	431104	CDC 4 Fines	B
431115	431115	213TH DC Fines	B
431121	431121	297TH DC Fines	B
431125	431125	371ST DC Fines	B
431131	431131	372ND DC Fines	B
431135	431135	396TH DC Fines	B
	431136	432ND DC Fines	B
431205	431205	17TH DC Fines	B
431211	431211	48TH DC Fines	B
431215	431215	67TH DC Fines	B
431221	431221	96TH DC Fines	B
431225	431225	141ST DC Fines	B
431231	431231	153RD DC Fines	B
431235	431235	236TH DC Fines	B
431241	431241	342ND DC Fines	B
431245	431245	348TH DC Fines	B
431251	431251	352ND DC Fines	B
431311	431311	231ST DCFines	B
431321	431321	233RD DC Fines	B
431331	431331	322ND DC Fines	B
431341	431341	324TH DC Fines	B
431351	431351	325TH DC Fines	B
431361	431361	360TH DC Fines	B
431391	431391	Fines-Domestic Relations	B
431501	431501	323RD DC Fines	B
431711	431711	Trial Court 1 Fines	B
431721	431721	Trial Court 2 Fines	B
431731	431731	Trial Court 3 Fines	B
432101	432101	CCC 1 Fines	B
432102	432102	CCC 2 Fines	B
432103	432103	CCC 3 Fines	B
432104	432104	CCC 4 Fines	B
432105	432105	CCC 5 Fines	B
432106	432106	CCC 6 Fines	B
432107	432107	CCC 7 Fines	B
432108	432108	CCC 8 Fines	B
432109	432109	CCC 9 Fines	B
432110	432110	CCC 10 Fines	B
432401	432401	CCL 1 Fines	B
432402	432402	CCL 2Fines	B
432403	432403	CCL 3 Fines	B
435101	435101	Justice of the Peace 1 Fines	B
435201	435201	Justice of the Peace 2 Fines	B
435301	435301	Justice of the Peace 3 Fines	B
435401	435401	Justice of the Peace 4 Fines	B
435501	435501	Justice of the Peace 5 Fines	B
435601	435601	Justice of the Peace 6 Fines	B
435701	435701	Justice of the Peace 7 Fines	B

435801	435801	Justice of the Peace 8 Fines	B
		Intergovernmental Revenue	
		Taxes	
441005	441005	Liquor by the Drink	B
441011	441011	Bingo Prize Fee	B
441021	441021	Fuel Tax Credit	B
	441031	Federal Flood / Payment in Lieu of Taxes	B
		Prisoner Care	
442101	442101	Prisoner Care-City of FW	B
442201	442201	Prisoner Care-Marshal	B
442202	442202	Prisoner Care-INS(Immigration/Naturalization Srvc)	B
442203	442203	Prisoner Care-Fed Bureau	B
442301	442301	Prisoner Care-Out of County	B
442501	442501	Prisoner Care-State Maint	B
	442901	Prisoner Care	B
		Grants	
443101	443101	Federal Grant Revenue	B
443102	443102	Unbilled Revenue (Surplus/Deficit)	B
443103	443103	US Justice - SCAAP	B
	443104	Federal ARRA Grant Revenue	B
	443150	Multi-Funded Grant Revenue	B
443201	443201	State Grant Revenue	B
443203	443203	State Grant IV-E Claims	B
443204	443204	State Grant-OAG IVD	B
443205	443205	Indigent Defense SB7	B
443301	443301	City Participation	B
443302	443302	FSS Escrow Forfeitures	B
443401	443401	Indirect Costs/Admin Fees	B
443402	443402	HAP Admn Fee Port-in	B
443403	443403	Ongoing Admin Fees	B
443404	443404	Hard-to House Fees	B
443405	443405	Preliminary Fees	B
	443406	Housing Fraud Recovery	B
	443407	HAP Port-in Reimbursement	B
	443801	CARES Revenue	B
		Interlocal Contracts	
444101	444101	Rent Voting Machines	B
	444102	Contract Election	B
	444103	Election Admin	B
444201	444201	Contract Patrol Service	B
444202	444202	Medical Examiner's Contract	B
444203	444203	Rural Fire District	B
444204	444204	School Liaison Officer	B
444301	444301	OAG - Title IV-D	B
444302	444302	ICSS	B
	444303	ICSS-Incentive	B
444601	444601	Interlocal Contracts	B
444602	444602	Juvenile Fingerprinting	B
444603	444603	Ft Worth TIF 3 - Parking Lease	B
444801	444801	JPS - Public Health/Psych/MHMR	B
		Reimbursements	

445102		445102	Legal Fees-JPSH	B
445103		445103	Laundry Reimb-JPSH	B
445201		445201	Community Supervision Rent Reimb	B
445202		445202	Juvenile-Out of County Reimb	B
445302		445302	Judicial Reimb	B
		445303	Judicial Salary Reimbursement	B
445402		445402	Community Development Reimbursement	B
			Other	
446001		446001	Intergovernmental Revenue	B
446010		446010	Social Security Incentive Revenue	B
		449998	Grants Management PY Load - Intgovt Rev	B
			Investement Income	
450005		450005	Discounts Earned	B
		450100	Bank Service Charges	B
451001		451001	Interest on Sale of TCCC	B
450001		451002	Interest Income Received	B
		451003	Interest Income Accrued	B
	Deleted	451004	Amortized Investment Premium	F
	Deleted	451005	Amortized Investment Discount	F
		451006	Dividend Income Received	B
		451007	Net Appr (Depr) in Fair Value of Investments	B
			Fees for Service	
471001		471001	Building Rental	B
		471002	Other Resource Connection Rental	B
471006		471006	Equipment Rental	B
471008		471008	Utility Billings	B
471009		471009	Pool Rental	B
		471010	Renovation Reimbursement	B
471011		471011	Janitorial Disposal	B
			Group Benefits Payments	
475101		475101	County Portion - Medical	B
475102		475102	Opt Out	B
475103		475103	Flexible Spending	B
475104		475104	LTD	B
475105		475105	Basic Life	B
		475107	Workers Comp - Operating Funds	B
		475108	Workers Comp - Grant Funds	B
475109		475109	Employee Assistance	B
		475110	County Portion - Retiree	B
		475111	Employer - Retiree over 65	B
		475112	Employer - Retiree under 65	B
475201		475201	Employee - Medical	B
475202		475202	Employee - Leave of Absence	B
475203		475203	Employee - COBRA	B
475301		475301	Employee - Dental Premiums	B
475401		475401	Employee - Optional Term	B
475402		475402	Employee - MetLife	B
475403		475403	Employee - PGL	B
475404		475404	Employee - Lifestyle	B
475405		475405	Dependent Group Life (DGL)	B

	475406	Employee - LT Health	B
	475407	Employee - Vision	B
	475408	Employee - Spousal Optional Life	B
475501	475501	Medical Reimbursements	B
475502	475502	Dependent Care	B
	475506	Employee - Health Savings Account	B
475601	475601	Retiree Insurance Premiums	B
	475602	Retiree Dental Premiums	B
	475603	Retiree Vision Premiums	B
475701	475701	Claim Reimbursements	B
475702	475702	Subrogation Reimbursements	B
475711	475711	Stop Loss Recovery	B
475712	475712	Prescription Rebates	B
475107	475907	Workers Comp - Operating Funds	B
475108	475908	Workers Comp - Grant Funds	B
		Miscellaneous Revenue	
		Court Related	
481001	481001	DC Bond Forfeiture	B
481002	481002	Drug Forfeiture	B
481003	481003	Attorney/Restitution Fees	B
	481004	CC Bond Forfeiture	B
481005	481005	Probation Fees	B
481006	481006	Auto Theft Forfeitures	B
	481007	Economic Crime Forfeitures	B
481008	481008	Contempt of Court	B
481009	481009	Investigative Reimbursement	B
481011	481011	DA Longevity Reimbursement	B
	481012	Jury Reimbursement	B
	481013	Witness Travel Criminal Defense	B
	481014	JP Bond Forfeiture	B
	481021	Federal Forfeitures	B
	481022	Unit Forfeitures	B
	481023	Non Unit Forfeitures	B
	481024	Emissions Task Force Forfeitures	B
	481025	Non Narcotic Forfeitures	B
		Commissions	
482001	482001	Vending Concessions	B
482002	482002	Payphone Commissions	B
	482003	Vendor Rebate/Commissions	B
482101	482101	State Fee Commissions	B
482102	482102	Payroll Fees	B
	482103	PPA Commission	B
		Sales	
483001	483001	Parking Revenue	B
483002	483002	Other Taxable Revenue	B
	483003	Parking Revenue - Non Taxable	B
	483010	Proceeds from Asset Sale	B
483011	483011	Auction Proceeds	B
483012	483012	Auction Proceeds - Non Taxable	B
483013	483013	Scrap Paper Auction Proceeds	B

483201		483201	Violence Prevention-Videos	B
			Donations	
484001		484001	Donations-Jury Checks	B
484002		484002	Donations-Historical Archives	B
484003		484003	Donations (Health, Misc, Trust)	B
484005		484005	Donations (Fd T09, T22)	B
485001		485001	Child Welfare Unit	B
485002		485002	Payments by Program Participants	B
			Other Revenue	
485003		485003	Other Revenue	B
485004		485004	Racetrack Admission Fee	B
485005		485005	Prior Year Claim Reimb	B
		485006	Warranty Work Reimbursement	B
485007		485007	Hazardous Waste	B
485008		485008	Abandoned Property Under $100	B
485009		485009	Returned Check Fee	B
		485010	Advanced Fees Deposit	B
		485021	Oil Lease - Signing	B
		485022	Oil Lease - Royalty	B
485101		485101	Donated/Contributed Capital	B
		485102	Asset Inventory Adjustment	B
488001		488001	Contingent Revenue	B
		489998	Grants Management PY Load - Misc	B
			Transfers/Other Financing Sources	
491001		491001	Operating Tsfr From the General Fund	M
491002		491002	Operating Tsfr From Other Funds	M
491221		491221	Op Tsfr From the Courthouse Security Fund	M
491261		491261	Operating Tfr From the Road & Bridge Fund	M
492001		492001	From the General Fund	M
493001		493001	Residual Equity Transfer	M
495001		495001	Bond Proceeds	M
		495002	Bond Proceeds Certificates	M
	Blocked	498500	Taxes (Cost)	
	Blocked	498509	Taxes (Cost Contra)	
	Blocked	498510	Fees (Cost)	
	Blocked	498519	Fees (Cost Contra)	
	Blocked	498520	Fines (Cost)	
	Blocked	498529	Fines (Cost Contra)	
	Blocked	498530	Intergovernmental (Cost)	
	Blocked	498539	Intergovernmental (Cost Contra)	
	Blocked	498540	Other (Cost)	
	Blocked	498549	Other (Cost Contra)	
	Blocked	498550	Transfers (Cost)	
	Blocked	498559	Transfers (Cost Contra)	
		499999	AUC Capitalization - Revenue	F

Tarrant County Chart of Accounts
Expenses

GEAC Account	SAP Account	Description	Mod/Full/ Both
		Personnel	
511011	511011	Salaries	B
511021	511021	Temp/Part Time Salaries	B
511025	511025	Salaries - Project	B
	511026	Visiting Judges	B
512011	512011	Overtime Salaries	B
512012	512012	Comp Time Pay	B
512013	512013	Holiday Pay	B
512015	512015	Special Pay/Longevity	B
	512016	CSCD - Longevity Pay	B
512031	512031	Workers' Comp Supplemental Salary	B
512041	512041	Termination Pay	B
512052	512052	Compensation Allocation	B
	512053	Attrition	B
512101	512101	Premium Pay	B
	512102	Field Training Officer Pay	B
	512103	Certification Pay	B
	512104	Hazard Pay	B
513011	513011	FICA	B
513021	513021	Retirement	B
513022	513022	Military Retirement Contribution	B
	513023	Retirement Lump-sum Contribution	B
513031	513031	Employee Group Insurance	B
	513032	Retiree Group Insurance	B
	513035	Insurance Reallocation	B
513041	513041	Workers' Compensation	B
513051	513051	Unemployment Insurance	B
514011	514011	Mileage Allowance	B
514021	514021	Car Allowance	B
514031	514031	Uniform Allowance	B
514041	514041	Mobile Phone Allowance	B
515071	515071	Tuition Reimbursement	B
	519999	AUC Capitalization - Payroll Expenses	F
		Materials & Supplies	
521011	521011	Supplies	B
521021	521021	Computer Supplies	B
521031	521031	Voting Supplies	B
521041	521041	Microfilm	B
579071	521043	Photo Processing	B
521051	521051	Jail Indigent Supplies	B
521052	521052	ID Dept Supplies	B
521053	521053	Patrol Supplies	B
521061	521061	Lab Supplies	B
521071	521071	Graphic Supplies	B
521081	521081	Drafting Supplies	B
521091	521091	Inventory Variance	B
	521092	Commissary Inventory Variance	B
574041	521095	Certified Copies/Transcripts	B
579051	521115	Postage	B

522011	522011	Food	B
522015	522015	Medical Supplies	B
522021	522021	Bedding and Clothing	B
522025	522025	Personal Hygiene	B
522031	522031	Kitchen Supplies	B
522035	522035	Range Supplies	B
522041	522041	Clothing	B
522045	522045	Bottled Water	B
522051	522051	Custodian Supplies	B
522055	522055	Equipment	B
576282	522062	Training Supplies	B
522065	522065	Educational Materials	B
522066	522066	Support Service Supply	B
574011	522067	Printing-Publications	B
574012	522068	Books/Pamphlets	B
574013	522069	Subscriptions	B
522071	522071	Feed Pets/Stock	B
522075	522075	School Supplies	B
522081	522081	Hobby/Shop Materials	B
522082	522082	Evaluation Forms	B
574031	522083	Plats/Prints	B
522085	522085	Safety / Tactical Supplies	B
523011	523011	Parts and Supplies	B
523012	523012	Parts - Heavy Equipment	B
523055	523055	Field Equipment & Supplies	B
523061	523061	Small Tools	B
523071	523071	Insecticides	B
573001	524001	Dues	B
573002	524002	N Central Texas Council of Govt.	B
573003	524003	County Judge/Comm Assn.	B
573004	524004	Texas Assn. of Counties	B
573005	524005	GFOA	B
573006	524006	Conference of Urban Counties	B
573007	524007	TX Legislative Service	B
573008	524008	N Cent Tex Regional Certification Agency	B
573009	524009	National Association of Counties	B
574051	524151	Law Books	B
574052	524152	Law Software	B
563041	524153	On-Line Service	B
579021	524161	Advertising / Legal Notice	B
579065	524220	Bail Bond Board	B
531072	525072	Telephone-Long Distance	B
531073	525073	Telephone - Mobile	B
531077	525077	Wireless Data Access	B
534052	525082	Pager / Blackberry	B
534012	526021	Equipment Maintenance	B
534011	526022	Office Equipment Maintenance	B
579081	529151	Bonds	B
565011	529211	Laundry Services	B
	529999	AUC Capitalization - Materials & Supplies	F
		Building Costs	B
531011	531011	Rent	B
531012	531012	Space Lease Rental	B
531021	531021	Electricity	B
531031	531031	Gas	B
531041	531041	Water	B
531051	531051	Disposal Service	B
531061	531061	Utilities	B
531071	531071	Telephone-Basic	B
531074	531074	Data Transmission Line	B

531075	531075	Telephone-Texan		B	
531076	531076	Telephone Installation Charges		B	
	532010	Construction Cost/Materials		B	
532011	532011	Building Maintenance		B	
532016	532016	State Building Maintenance		B	
	532017	Rental Property Maintenance		B	
532021	532021	Electrical Maintenance		B	
532025	532025	Air Conditioning Maintenance Contract		B	
	532026	Electronic Equipment Maintenance		B	
532031	532031	Mechanical Maintenance		B	
532041	532041	Elevator Maintenance		B	
532051	532051	Landscaping Expense		B	
532061	532061	Pest Control Service		B	
532071	532071	Custodian Services		B	
532081	532081	Energy Mgmt Maintenance		B	
532091	532091	Burglar Systems		B	
534016	534016	Ropes (CSCD)		B	
534017	534017	Ropes Course Inspection		B	
534041	534041	Kitchen Maintenance		B	
	535031	Moving Costs		B	
536021	536021	Pool Maintenance		B	
579011	536041	Echo Lake Park		B	
	539999	AUC Capitalization - Building Costs		F	
		Capital Outlay			
	542000	Land	CI only		
	542100	Right of Way	CI only		
	542200	Building	CI only		
	542300	Furniture & Office Equipment	CI only		
	542310	Vehicles	CI only		
	542320	Heavy Equipment	CI only		
	542330	Computer & Computer Components	CI only		
	542400	Computer Software	CI only		
	542500	Capital Leasing	CI only		
	542600	County Roads	CI only		
	542610	Bridges	CI only		
	542800	Low Value Asset Furniture & Office Equip	CI only		
	542810	Low Value Asset Computer & CComponents	CI only		
	542820	Low Value Asset Grant Non-Cap Equipment	CI only		
	542830	Low Value Asset Grant Non-Cap Computer	CI only		
	542900	Assets Under Const for Software Development	CI only		S/B Internal Order
	542910	Assets Under Const for Building	CI only		S/B Internal Order
	542920	Assets Under Const for Infrastructure	CI only		S/B Internal Order
545021	545021	Non-Tracked Construction/Bldg		B	
	545051	Non-Tracked Equipment		B	
	545065	Capital Lease Payment		B	
	548022	Construction Cost-Street & Drainage		B	S/B Internal Order
	548023	Construction Cost-Water & Sewer		B	S/B Internal Order
	548024	Construction Cost-ADA Barrier Removal		B	S/B Internal Order
	548025	Construction Cost-Park Imporvements		B	S/B Internal Order
	548026	Construction Cost-Microlending		B	S/B Internal Order
	548027	Construction Cost-Public Service		B	S/B Internal Order
	548028	Construction Cost-Park & Recreation		B	S/B Internal Order
	548029	Construction Cost-Senior Center		B	S/B Internal Order
	548030	Construction Cost-Co Wide Barrier Removal		B	S/B Internal Order
	549999	AUC Capitalization - Capital		F	

		ROW - Road Materials		
550001	550001	Right of Way	B	S/B Internal Order
551XXX	551000	State Right of Way	B	S/B Internal Order
552XXX	552000	County Right of Way	B	S/B Internal Order
553011	553011	Bridge Programs	B	
554001	554001	Survey - ROW	B	
523025	558025	Tires and Tubes	B	
523031	558031	Posts	B	
523035	558035	Paint	B	
523041	558041	Road Signs	B	
	558045	ROW/Road Maint Materials	B	
523075	558075	Soil Lab Tests	B	
523076	558076	Erosion Control	B	
523081	558081	Culverts	B	
523085	558085	Rock and Gravel	B	
523091	558091	Cement and Concrete	B	
523092	558092	Base Stabilization Materials	B	
	558093	Milling	B	
	558094	Slurry Seal	B	
523095	558095	Asphalt-Liquid	B	
523097	558097	Asphalt-Rock/Hot Mix	B	
523015	558098	Grease and Oil	B	
	559999	AUC Capitalization - Transportation	F	
		Contracts		
561021	561021	Medical Examiner's Contract	B	
562011	562011	Financial Contracts	B	
562021	562021	Tarrant Appraisal District	B	
562031	562031	Application Service Provider (ASP)	B	
563051	563051	8th Admin District	B	
	563055	Sector Forfeiture Expense	B	
565012	565012	Food Contract / Prisoners	B	
565015	565015	Food Contract / Employees	B	
565021	565021	Armored Car Messenger	B	
565022	565022	Courier Service	B	
565023	565023	Bank Service Charges	B	
565031	565031	Security Contract	B	
565041	565041	Detox Divert	B	
565051	565051	AFIS (Fingerprinting)	B	
565055	565055	VINE(Victim Information and Notification Everyday)	B	
565071	565071	Electronic Monitoring	B	
565072	565072	Residential Services	B	
565073	565073	Counseling Services	B	
565074	565074	Intensive Residential	B	
565075	565075	Computer Services	B	
565076	565076	Outpatient Group Counseling	B	
	565077	Residential Services - Secure	B	
	565078	Residential Services - MH NonSecure	B	
	565079	Crime Prevention/Treatment Programs	B	
10/12/2018	565166	Set up in error - marked for deletion		
566005	566005	Texas Department of Regulatory Services	B	
566011	566011	Community Action Partners Program - City of FW	B	
566015	566015	Rape Crisis Center	B	
572221	566019	Insurance Co-payments (HIV Cobra)	B	
566021	566021	MHMR	B	
566025	566025	TC Youth Collaboration	B	
	566030	Donations	B	
566031	566031	Emergency Management	B	
566032	566032	TC Emergency Services District #1	B	
572223	566034	Rabies Surveillance	B	

566035	566035	TC Historical Comm	B
566041	566041	TC Black Historical / Genealogical Society	B
566045	566045	Arts Council of FW & TC	B
	566046	Senior Citizens Services Inc	B
	566047	One Safe Place	B
	566048	Safehaven	B
566051	566051	Challenge, Inc.	B
566061	566061	Air Quality Control	B
	566062	Meals on Wheels	B
	566063	Downtown Fort Worth Inc	B
6/2/2016	566064	Reentry / Re-Integration	B
566071	566071	Child Advocates	B
	566072	ACH Child and Family Services	B
566075	566075	Handicapped Resource Association	B
566081	566081	Alliance for Children	B
566083	566083	Youth As Resources	B
566084	566084	Guardianship Service Inc.	B
566085	566085	Assessment Center of TC	B
566086	566086	Portable Housing Assistance Payments Port-out	B
566087	566087	Portable Admin Fee Expense	B
	566088	HAP Reimbursement Port-in	B
	566089	HAP Reimbursement Port-in Contra	B
566097	566097	New Programs	B
572017	566099	LPRA (Legalized Permanent Resident Alien)	B
572331	566102	Rehab/Preserve Activities	B
572332	566103	Rent Subsidy to Landlords	B
572333	566104	Utility Allowance	B
	566105	Rent Subsidy/Deposit to Landlords	B
	566106	HAP - Admin Equity	B
572334	566111	Rent Subsidy to FSS (Section 8 Housing)	B
572335	566112	Supportive Housing	B
572612	566113	Child Care	B
567011	567011	Health Center-Building Op Exp.	B
567041	567041	Health Center Contracts	B
567051	567051	Needs Assessment Health Department	B
569011	569011	Professional Services	B
569013	569013	Subrecipient Services	B
569016	569016	Special Needs Officer Project	B
569017	569017	Youth Recovery Campus	B
	569018	DSRIP IGT Payment	B
	569100	Prof Srvc-Project Management	B
	569101	Prof Srvc-Environmental Assessment	B
	569102	Prof Srvc-Redevelopment Opportunities	B
	569103	Prof Srvc-Preparation of Workplan	B
	569999	AUC Capitalization - Contracts	B
		Other	
572011	572011	Rental Assistance	B
572012	572012	Utility Assistance	B
572013	572013	Food / Hygiene Assistance	B
572014	572014	Household Supplies Assistance	B
572015	572015	County Burials	B
572016	572016	Assistance Program	B
572018	572018	Gasoline Assistance	B
572019	572019	FSS Assistance Program	B
	572021	Rental Administration Fee	B
	572022	Utility Administration Fee	B
572222	572222	Laboratory Costs	B
572224	572224	Laboratory Accreditation	B
572225	572225	Insurance Premium (HIV Cobra)	B

572441	572441	Foster Home Care	B
	572442	Inter-County Svcs - Juvenile	B
	572443	Inter-County Nonsecure - Juvenile	B
572444	572444	Cash For Kids	B
572445	572445	Emergency Foster Care	B
572447	572447	Relative Assistance	B
572551	572551	Expanded Nutrition Program	B
572552	572552	Volunteer Program	B
572611	572611	Barrier Removal	B
575011	575011	Casualty Insurance	B
575021	575021	Damage Claims	B
	575022	Indemnification/Errors Claims	B
575031	575031	Settlement in Lieu of Litigation	B
575111	575111	Medical Premiums	B
575121	575121	Medical Claims	B
575122	575122	Drug Claims	B
575123	575123	Run-Off Claims	B
575129	575129	Medical Administration Fees	B
	575130	Drug Administrative Fees	B
575131	575131	Mental Health Premiums	B
575132	575132	Mental Health Claims	B
575133	575133	EAP Access Fees	B
575141	575141	Retiree Premium - HMO, BMS/MSP	B
575142	575142	Retiree Medical Claims	B
575211	575211	DMO Premiums	B
575221	575221	Dental Claims	B
575299	575299	Dental Administration	B
575311	575311	Optional Term	B
575312	575312	MetLife	B
575313	575313	PGL	B
575314	575314	Lifestyle	B
575315	575315	Dependent Group Life	B
	575316	Spousal Optional Term Life	B
	575412	Health Savings Account - Employee	B
575422	575422	Dependent Care	B
575488	575488	125 Claims	B
	575496	Health Savings Account - Employer (seed money)	B
575499	575499	Administration	B
575511	575511	Long Term Disability	B
575512	575512	Basic Life	B
575514	575514	Employee Assistance Program	B
	575515	Long Term Health Care	B
	575516	Vision	B
	575521	Workers Comp Claims	B
515011	575611	Contract Labor	B
515012	575612	Contract Labor - Election Judges	B
	575613	Visiting Judges	B
515041	575641	Employee Physicals	B
	575645	Background Check	B
515051	575651	Test/Civil Service Expense	B
576111	576111	Moving Costs	B
576121	576121	Transportation	B
	576122	Juvenile Transportation Taxable Meals	B
576131	576131	Wrecker Service	B
576141	576141	Voting Machine Transportation	B
576151	576151	Transfer Expense Guard	B
535011	576161	Vehicle Lease	B
535021	576171	Vehicle Maintenance	B
535022	576182	Fuel	B
576272	576272	Follow-Up Placement	B
576285	576285	Meeting Expenses	B

576341	576341	Promotional Expenses	B
576345	576345	Liaison Expense	B
576375	576375	Entertainment Expense	B
561031	576631	Medical Exams	B
561051	576632	Medical Services	B
534015	578015	Radio Service-Non Contract	B
534018	578018	Radio Service-Contract	B
534021	578021	Hardware Maintenance	B
534025	578025	Software Maintenance and Licenses	B
	578027	Audio Visual Maintenance	B
534031	578031	Lab Equipment Maintenance	B
534051	578051	Equipment Rentals	B
534053	578053	Rental Meeting Room / Equipment	B
534061	578061	Sign Maintenance	B
579015	579015	Estray Livestock	B
579016	579016	Canine Expense	B
	579017	Environmental Disposal	B
579025	579025	Miscellaneous	B
	579026	Bad Debt Expense	B
579031	579031	Advertising/Public Service	B
579035	579035	Abandoned Auto Sales Exp.	B
579036	579036	Auction Expense	B
579037	579037	Vehicle Lien Payoff	B
579041	579041	Recreation	B
579061	579061	County Projects	B
579062	579062	Health Promotion Program	B
579063	579063	Interest Refund	B
	579064	WOW Rewards	B
	579065	Public Probate Administrator Costs	B
	579066	Public Assistance - Other	B
	579067	Public Assistance - Subrecipients	B
579075	579075	Out of County Prisoner Expense	B
515021	579076	Service Awards	B
515031	579077	Court Service Awards	B
579095	579095	Indirect Costs	B
	579999	AUC Capitalization - Other	F
564011	584011	Counsel Fees - Courts	B
564021	584021	Counsel Fees - Juvenile	B
564022	584022	Counsel Fees - CPS	B
564023	584023	Counsel Fees - Juvenile Determinate & Transfer	B
	584024	Counsel Fees - Family Drug Court	B
564031	584031	Counsel Fees - Probate	B
564041	584041	Counsel Fees - Capital Murder	B
564051	584051	Counsel Fees-Criminal Appeals	B
3/7/2016	584061	Counsel Fees - DNA Reivew	B
571011	585011	Salaries-Appointed Officials (Visiting Judges)	B
571012	585012	Probate Presiding Judge	B
571021	585021	Witness Travel	B
571031	585031	Reporter's Records (Statement of Facts)	B
571041	585041	Change of Venue Costs	B
	585044	Criminal Court Mental Competency	B
571051	585045	Court Costs	B
571052	585046	Confidential Funds	B
	585047	Economic Crime Expense	B
	585048	DARE Expense	B
571071	585071	Litigation Expense	B
571061	585072	Court Briefs	B
579091	585081	Court Visitor	B

561041		585141	Crime Lab Service	B
561061		585142	Expert Witness Service	B
561011		585143	Psych Exams/Testimony	B
		585144	Psych Exam Defense Only/Testimony	B
563011		585151	Courtmaster	B
563021		585152	Polygraph	B
563031		585153	Investigative	B
		585154	Interpreter Fees	B
		585155	Capital Murder - Other Costs	B
		585156	Criminal Appeals - Other Costs	B
		585157	Criminal Appeals - Other Litigation	B
		585161	Capital Murder - Investigation	B
		585162	Capital Murder - Expert Witness	B
		585163	Capital Murder - Other Litigation	B
3/15/2016		585164	DNA Review - Other Litigation	B
		585165	Criminal Appeals Investigation	B
		585166	Criminal Appeals Expert Witness	B
571081		585581	Jury Costs	B
571082		585582	Grand Jury Services	B
571083		585583	Petit Jury Services	B
576261		588261	Education	B
576271		588271	TV/Educational	B
576281		588281	Tuition Classroom Training	B
515061		588285	Parking	B
576591		588291	Travel	B
576592		588292	Travel > State Rate	B
		588293	Travel-Taxable Meals	B
		588999	AUC Capitalization - Court & Travel	F
			Operating Transfer	
581001		591001	Operating Transfer - General Fund	B
581002		591002	Operating Transfer - Other Funds	B
581003		591003	Operating Transfer - Capital Project Funds	B
581004		591004	Operating Transfer - Self Insurance	B
		591005	Operating Transfer - ROW	B
581015		591015	Special Election Expense	B
582011		592011	Grant Matching Funds	B
582021		592021	Operating Subsidy - Grants	B
Load Acct		592090	Grant Mgmt. Prior Year Load - Real	B
Load Acct		592091	Grant Mgmt. Prior Year Load - Stat	B
585051		595051	Contingency Expense	B
585055		595055	Undesignated	B
585056		595056	Reserves	B
585061		595061	Residual Equity Transfer	B
589503	D	599503	Gain/Loss on Sale	F
589504	D	599504	Discount on Bond Sale	F
589505		599505	Change in Capitalization Policy	F
			Debt Service	
591011		599911	Principal Payments	M
591021		599921	Interest Payments	M
591035		599935	Agent Coupon Fees	B
591041		599941	Arbitrage	B
		599999	AUC Capitalization - Transfers	F

Tarrant County Chart of Accounts
GASB 34 Accounts

GEAC Account		SAP Account	Description	Mod/Full/ Both
	D	600000	Proceeds from Issuance of Bonds-Assets	M
		600099	Issuance Cost Contra-Bonds-Assets	M
	D	601000	Proceeds from Issuance of Certificates-Assets	M
		601099	Issuance Cost Contra-Cert-Asset	M
		602000	Proceeds from Capital Lease Agreements-Assets	M
		602099	Issuance Cost Contra-Cap Lease-Asset	M
		603000	Proceeds from Refunding Bonds	M
		603100	Proceeds of Premium of Refunding Bonds	M
		610000	Operating Transfer In - GAAP	M
	D	610100	Operating Transfer In - Other	M
		620000	Operating Transfers Out - GAAP	M
	D	620100	Operating Transfers Out - Other	M
	D	621100	Taxes (Cost)	F
	D	621109	Taxes (Cost Contra)	F
	D	621200	Fees (Cost)	F
	D	621209	Fees (Cost Contra)	F
	D	621300	Fines (Cost)	F
	D	621309	Fines (Cost Contra)	F
	D	621400	Intergovernmental (Cost)	F
	D	621409	Intergovernmental (Cost Contra)	F
	D	621500	Other Revenue (Cost)	F
	D	621509	Other (Cost Contra)	F
	D	621600	Transfers (Cost)	F
	D	621609	Transfers (Cost Contra)	F
		621700	Donated Revenue (Cost)	F
	5/6/2016	621701	Donated Low Value Asset (Cost)	F
		621709	Donated Revenue (Cost Contra)	F
	D	630000	General Government (Cost)	F
	D	630009	General Government (Cost Contra)	F
	D	630010	Public Safety Expense (Cost)	F
	D	630019	Public Safety (Cost Contra)	F
		630020	Transportation Support (Cost)	F
		630029	Transportation Support (Cost Contra)	F
	D	630030	Judicial (Cost)	F
	D	630039	Judicial (Cost Contra)	F
	D	630040	Community Services (Cost)	F
	D	630049	Community Services (Cost Contra)	F
		631000	Actuarial Expense	?
		631001	Prepaid Insurance Expense	?
		631100	Actuarial Revenue	?
		631101	TCCC LT Rec Revenue	?

	631102	LT Receivable Revenue	
	642000	Capital Outlay-Land Depreciation Expense (Mod)	M
	642100	Capital Outlay-ROW Depreciation Expense (Mod)	M
	642200	Capital Outlay-Building Depreciation Expense (Mod)	M
	642300	Capital Outlay-Furn & Off Equip Depre Exp (Mod)	M
	642310	Capital Outlay-Capital Vehicles Depre Exp (Mod)	M
	642320	Capital Outlay-Heavy Equip Depre Expense (Mod)	M
	642330	Capital Outlay-Comptr & Components Depre Exp (Mod)	M
	642400	Capital Outlay-Computer Software Depre Exp (Mod)	M
	642500	Capital Outlay-Capital Leasing Depre Exp (Mod)	M
	642600	Capital Outlay-County Roads Depre Exp (Mod)	M
	642610	Capital Outlay-Bridges Depreciation Exp (Mod)	M
	642800	Capital Outlay-LVA Furn & Equip Depre Exp (Mod)	M
	642810	Capital Outlay-LVA Comptr&Componets Dep Exp (Mod)	M
	642820	Capital Outlay-LVA Grant NonCap Equip DeprExp(Mod)	M
	642830	Capital Outlay-LVA Grant NonCap Comptr DepExp(Mod)	M
	642900	Capital Outlay-AUC Software Depre Expense (Mod)	M
	642910	Capital Outlay-AUC Building Depre Expense (Mod)	M
	642920	Capital Outlay-AUC Infrastructure Depre Exp (Mod)	M
	643200	Depreciation Expense Building (Cost)	F
	643300	Depreciation Expense Capital Furniture (Cost)	F
	643310	Depreciation Expense Capital Vehicles (Cost)	F
	643320	Depreciation Expense Capital Heavy Equip (Cost)	F
	643330	Depreciation Expense Cap Computer & CCompts (Cost)	F
	643400	Depreciation Expense Cap Computer SW (Cost)	F
	643500	Depreciation Expense Capital Leasing (Cost)	F
	643600	Depreciation Expense Roads (Cost)	F
	643610	Depreciation Expense Bridges (Cost)	F
	643800	Depreciation Expense LVA Furn & Off Equip (Cost)	F
	643810	Depreciation Expense LVA Comptr & CCompts (Cost)	F
	643820	Depreciation Expense LVA Grant Non-Cap Eq (Cost)	F
	643830	Depreciation Exp LVA Grant Non-Cap Comptr (Cost)	F
D	651010	Accrued Payroll Expense	B
	651020	Short-Term Compensated Absence Expense	B
	651030	Long-Term Compensated Absence Expense	F
	651100	Medical IBNR Expense	
D	652010	FI/CO Capital AUC Settlements-Personal Services	F
D	652020	FI/CO Capital AUC Settlements-Contractuals	F
D	652030	FI/CO Operating Cost Allocations	F
	652100	Pension Expense	
	652200	OPEB Expense	
D	653010	Inventory Reclass Offset	B
D	653020	Inventory <Over>/Short	B
D	653025	Inventory Adj for Scrap Material	B
D	653027	Inventory Price Difference	B
	653110	Asset Inventory Adjustment	B
D	661010	Other Commodities Materials & Supplies	
D	661020	FI/CO Capital AUC Settlements-Commodities	
D	663010	Depreciation Expense (Cost)	F

	663050	Gain or Loss on Fixed Assets (Cost)	F
	663055	Gain or Loss on Trade in of Fixed Asset	F
	664040	Fixed Assets Revenue Clearing (Mod)	M
	664050	Fixed Assets Revenue Clearing (Cost)	F
D	671020	Principal Expense Bonds-Assets	M
	671030	Principal Expense Accrual-Bonds-Assets	M
	671031	Principal Expense Accrual Contra-Bonds-Assets	M
D	671051	Principal Expense Certificates-Assets	M
	671052	Principal Expense Accrual-Certificates-Assets	M
	671053	Principal Expense Accrual Contra-Cert-Assets	M
	671071	Principal Expense Capital Leases-Assets	M
	671072	Principal Expense Accrual-Cap Lease-Assets	M
	671073	Principal Expense Accrual Contra-Cap Lease-Assets	M
	672000	Payment of Refunding Bonds	M
	672100	Issue Costs of Refunding Bonds	M
	672200	Issuance Discount - Refunding	M
D	681010	Interest Expense	F
	682010	Issuance Costs-Bonds-Assets	F
	682020	Issuance Costs-Cert-Assets	F
	682030	Issuance Costs-Capital Lease-Assets	F
	682031	Issuance Disc-Bonds-Assets	F
	682032	Issuance Discount Contra-Bonds-Assets	F
	682050	Issuance Disc-Cert-Assets	F
	682051	Issuance Discount Contra-Cert-Assets	F
	683010	Amortized Discount-Bonds-Assets	F
	683030	Amortized Discount-Cert-Assets	F
	684010	Issuance Premium-Bonds-Assets	F
	684011	Issuance Premium Contra-Bonds-Assets	F
	684030	Issuance Premium-Certificates-Assets	F
	684031	Issuance Premium Contra-Cert-Assets	F
	685010	Amortized Premium-Bonds-Assets	F
	685030	Amortized Premium-Cert-Assets	F
D	689010	FI/CO Capital AUC Settlements	F
	699999	AUC Capitalization - GAAP	F

ATTACHMENT II-26

PURCHASE ORDERS/REQUISITIONS

When requisitions are entered into the SAP system, the system assigns the next control or document number for requisitions. The requisitions must be approved by the department supervisor or manager and then approved by the Auditor's Office before the document is forwarded to the Purchasing Department via workflow within the SAP system to create a Purchase Orders. The SAP system can easily track the requisitions document as if flows through the approval process.

The purchase order number is assigned by the SAP system in sequential order based on the approved information in the purchase order request. A purchase order register or document listing is available.

The requisition numbers and purchase order numbers are a different series of sequential numbers and can be reviewed by a document listing or register.

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

Attachment II-27

Policies and Procedures

Tarrant County

PURCHASING

February 25, 2020

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INTRODUCTION

The Tarrant County Purchasing Department is a member of the administrative services team of Tarrant County. The County Purchasing Agent is charged with the responsibility of assuring fair and equitable treatment to all vendors without regard to political pressure or discrimination based on race, color, religion, national origin, handicap, or sex.

It is the duty of this department to furnish supplies, equipment, and services to the various departments and elected officials in the required quality and quantity, at the best possible price. Tarrant County Purchasing also holds the responsibility of providing County taxpayers with concise information about methods by which their money is expended.

These tasks are accomplished by standardization and competitive bidding based on adequate specifications, whenever practicable.

In addition, the Purchasing Agent serves as the County's Disadvantaged Business Enterprise (DBE) Officer and is active in certification efforts locally.

To assist the Purchasing Agent, an assistant and a professional staff that includes Senior Contracts Administrators, Senior Buyers, Buyers, a Purchasing Software Specialist, and a top-notch Administrative staff has been assembled. In addition to solicitation of formal sealed bids, requests for proposals, requests for offers, requests for qualifications, and quotations, this team is responsible for the following:

1. Auctions of Surplus Property
2. Cooperative Purchasing Agreements
3. Physical Inventory of Fixed Assets
4. Maintaining Surplus Property Warehouse
5. Maintaining all vehicle/equipment titles
6. DBE Program
7. Maintaining current insurance and coordinate with Risk Management

This manual contains the authorized procedures for purchasing by County officials and employees. These procedures are adopted by the Tarrant County Commissioners Court, and changes in the contents of this manual shall be made only by the Commissioners Court.

Texas Local Government Code Chapter 262 governs county purchasing procedures and these statutes, including interpretations of them made by Texas Courts, are the ultimate authority on the validity of purchasing procedures. Because the procedures described in this manual are based on State law, this manual, in many instances, contains language taken directly from statutes. Paraphrases of and broad generalizations about Texas statutory law have been included where appropriate to assist in applying the law in routine situations. This manual cannot address every situation and, when an unusual situation occurs or a difficult legal problem arises, the exact statutory language must be reviewed and analyzed. In every situation, the final authority for County purchasing procedures is the Commissioners Court.

This manual has been adopted by the Commissioners Court for the use of Tarrant County employees and officials and is designed to assist them in complying with the laws governing County purchasing procedures.

The Purchasing Department is committed to promoting effective, professional, and consistent procurement in Tarrant County as well as supporting the public precept that tax dollars be wisely spent.

A purchasing manual should not be viewed as static since purchasing procedures in Tarrant County will change as needed.

DEFINITIONS OF TERMS

Advertisement or Advertise – A public legal notice put in a newspaper of general circulation containing information about a Request for Bid or a Request for Proposal as described in Texas Local Government Code 262.025. .

Addendum – A document used to change the terms or conditions of a Solicitation.

Annual Term Contract – A recurring contract for goods or services, usually in effect for a 12-month period.

Auditor – Tarrant County Auditor and the designated representatives.

BAFO – Best and Final Offer.

Debarment – Based on conviction, civil judgments or fact base cases involving environmental crimes, contract fraud, embezzlement, theft, forgery, bribery, poor performance, non-performance or false statements as well as other causes. The imposition of a debarment period is for a set period of time decided on a case by case basis.

Bidders List – A computerized database of vendors who have signified in writing an interest in submitting bids for particular categories of goods and services.

BONDS

Bid Bond – A guarantee that promises the bid will not be withdrawn prior to contract award. Normally it is five percent (5%) of the highest amount bid and is in the form of a financial guarantee provided by a surety; however, it can be cashiers or certified checks. Bonds of unsuccessful bids are returned after award. Bond of successful bidder is retained until the contract is executed and any necessary payment/performance bonds are submitted and accepted. If the successful bidder refuses to execute the contract or submit proper payment and performance bonds, then the bid bond is “called” for the difference between their bid and that of the next low responsive responsible bidder, up to the penal amount of five percent (5%) of the bond.

Payment Bond – A guarantee that promises payment to subcontractors and suppliers on a contract during performance. It must be submitted prior to any work. It is normally one hundred percent (100%) of the contract price and is in the form of a financial guarantee provided by a surety, but can be cashiers or certified check. It is normally maintained until expiration of any required warranty. If the contractor fails to pay subcontractors and suppliers, then the payment bond is “called” for the amount of non-payment.

Performance Bond – A guarantee that promises that the contract will be performed as required. It must be submitted prior to any work. Normally it is one hundred percent (100%) of the contract price and is in the form of a financial guarantee provided by a surety, but can be cashiers or certified checks. It is normally maintained until expiration of any required warranty. If the contractor fails to perform and complete the contract as required, then the performance bond is “called” for the amount required to complete the contract. A surety that provides a bond may be permitted to “take over” a failed or defaulted contract.

Change Order – A written alternation that is used to modify or amend a contract or purchase order.

Commissioners Court – Tarrant County Commissioners Court.

Competitive Bidding – The process of inviting and obtaining bids from competing suppliers, by which an award is made to the lowest responsive bid from a responsible bidder meeting written specifications.

Competitive Proposal Process – Allowing available vendors compete with each other to provide goods and services in compliance with Texas Local Government Code Chapter 262.

Component Purchases – Purchases of the component parts of an item that in normal purchasing practices would be purchased in one purchase..

Contract – A formal written agreement executed by the County and a vendor containing the terms and conditions under which goods and services are to be furnished to the County. A contract, when properly signed by the authorized County representatives, is a commitment for County funds.

Cooperative Purchasing Program – A program providing interlocal agreements that allow other government jurisdictions and districts to obtain goods at competitive prices

County – Tarrant County, Texas.

Customers – The County departments.

Department – All district, County, and precinct offices and subdivisions of them, when the purchases are funded even partially with County funds.

Designee – Individual Purchasing Department employee given the authority as an additional agent to the Purchasing Agent to perform County business.

Disadvantaged Business Enterprise (DBE) – A business enterprise of which at least fifty-one percent (51%) is owned and the management and daily business operations are controlled by one or more persons who are socially and economically disadvantaged because of his or her identification as a member of certain groups, including women, Black Americans, Mexican Americans and other Americans of Hispanic origin, Asian Americans and American Indians.

Emergency Purchase – A purchase that is needed because of an emergency condition as described in Texas Local Government Code Section 262.024(a)(1).

Employee – Any County, precinct elected official, appointed official, or employee and any district elected official, appointed official, or employee when the purchase will be partially funded with County money.

Executive Manager – Any person authorized to act on behalf of a County department.

Fixed Assets – Physical assets such as property (i.e., public or real), plant and equipment.

Formal Competitive Bidding – The bidding process in compliance with Texas Local Government Code Section 262.023, which requires approval by the Commissioners Court.

Goods – Anything purchased other than services or real property. Objects that can satisfy people's needs.

Items Less Than $50,000 – Purchases of goods and services that are accounted for in the County Commodity Code Inquiry listing, and purchases of goods and services from a single vendor in a single purchase as defined in the County Purchasing Act.

Lease – A contract for the use of personal property for a period of time for a specified compensation.

Lowest Responsible Bid – The offer from the responsible bidder who submits the lowest and best bid meeting all requirements of the specifications, terms, and conditions of the request for bid. It expressly is understood that the lowest responsible bid includes any related costs to the County in a total cost concept. The term "responsible" refers to the financial and practical ability of the bidder to perform the contract and takes into consideration the past performance of the vendor.

Material Group – A means of classifying goods and services with a unique group number assigned to each description.

Material Master Record – Provides a unique number for each material maintained in the SAP database (not all ordered materials are maintained in SAP).

Modification – A written alternation to a provision of any contract accomplished by mutual agreement of the parties to the contract.

Occupant Department – The department that will use the goods and services when the purchase or construction is completed, which may be different from the user department.

Official – Any elected or appointed official and any person authorized to act on their behalf.

Pre-Bid/Proposal Conference – A conference conducted by the Purchasing Department for the benefit of those wishing to submit a bid or proposal for services/supplies required by the County. This is held in order to allow bidders/proposers to ask questions about the proposed contract and particularly the contract specifications.

Professional Services – Services rendered by members of a recognized profession or possessing a special skill. Such services are generally acquired to obtain information, advice, training, or direct assistance as described under Texas Government Code 2254.002.

Prompt Payment Act – Texas Government Code 2251.021(b) TIME FOR PAYMENT BY GOVERNMENTAL ENTITY, states a payment by a governmental entity under a contract executed on or after September 1, 1987, is overdue on the 31st day after the later of: (1) the date the governmental entity receives the goods under the contract; (2) the date the performance of the services under the contract is completed; or (3) the date the governmental entity receives an invoice for the goods or services.

Proprietary Information – Information in bids or proposals to which the vendor claims ownership or exclusive rights and which is protected from disclosure under the Texas Public Information Act (Texas Local Government Code, Chapter 552).

Purchase Order – A purchaser's written document to a supplier formalizing all the terms and conditions of a proposed transaction, such as a description of the requested items, cost of items being purchased, delivery schedule, terms of payment, and transportation.

Purchasing – The act, function, and responsibility for the acquisition of goods or services, including construction and professional services.

Purchasing Agent – **County purchasing agents** are appointed officials who hold a two-year term of appointment that is made by a board **defined** by State law and responsible for all purchases of the County as authorized by State law.

Purchase Requisition – A department request authorizing the Purchasing Department to enter into a contract to purchase goods or services and charge the expenditure to the appropriate department budget. This automated form is for internal use and cannot be used by a department to order material directly from a vendor.

Purchasing Act – Chapter 262, Subchapter C of the Texas Local Government Code that governs the conduct of purchasing activity for counties.

Purchasing Agent – An appointed official for the County responsible for all purchases of the County as authorized by State law.

Purchasing Board – A board comprised of three (3) District Judges and two (2) County Commissioners who are responsible for appointing the Purchasing Agent and approving the department's budget.

Purchasing Department – Tarrant County Purchasing Department and its staff.

Quote – An informal purchasing process which solicits pricing information from several sources.

Request for Bid or RFB – Specifications and formal bidding documents requesting pricing for a specified good and service that has been advertised for bid in a newspaper.

Request for Information or RFI – A general request to contractors for information for a potential future solicitation which is used as a research and information gathering tool for preparation of specifications and requirements. Must be issued by the Purchasing Department.

Request for Offer or RFO – A process for soliciting offers from three (3) catalog vendors authorized by the General Services Commission pursuant to Texas Government Code, Chapter 2157, and negotiating with them for the best value and purchase in the best interests of Tarrant County.

Request for Proposals or RFP – A document requesting an offer be made by a vendor, which allows for negotiation after a proposal has been received, but before the award of the contract for goods or services procured in compliance with Texas Local Government Code, Section 262.0295 or 262.030.

Request for Qualifications or RFQ – A document that requests details about the qualifications of professionals whose services must be obtained in compliance with the Professional Services Procurement Act in compliance with Texas Local Government Code 2254.

Request for Quotation (RFQ) - Purchasing method generally used for small orders under a certain dollar threshold. A request is sent to suppliers along with a description of the commodity or services needed and the supplier is asked to respond with price and other information by a predetermined date. Evaluation and recommendation for the award should be based on the quotation that best meets price, quality, delivery, service, past performance, and reliability.

Request for Services or RFS – A document that requests information about qualifications and details of service to be provided, and costs for services that the Commissioners Court orders exempt in compliance with Texas Local Government Code, Section 262.024(a)(4).

Requisition – An internal document by which a using agency sends details of supplies, services, or materials required to the purchasing department.

Requisitioner – Anyone who initiates a request for goods or services.

SAP – Tarrant County Enterprise Management System that includes the Purchasing module.
Sealed Bids – Competitive bids required to be advertised in a newspaper and submitted to the Purchasing Department in a sealed envelope.

Separate Purchases – Purchases, made separately, of items that in normal purchasing practices would be purchased in one purchase.

Sequential Purchases – Purchases, made over a period, of items that in normal purchasing practices would be purchased in one purchase.

Services – Includes all work or labor performed for the County on an independent contractor basis, including maintenance, construction, manual, clerical, personal, or professional services.

Sole Source– A good or service that can be obtained from only one (1) source that is purchased in compliance with the Texas Local Government Code, Section 262.024(a)(7).

Solicitation – A document—such as an invitation to bid, request for proposal, request for offers, or request for qualifications—issued by the Purchasing Department. This document contains terms and conditions for a contract, and it seeks (solicits) a bid or proposal for goods and services needed by the County.

Specifications – A precise description of the physical characteristics, quality, or desired outcomes of a commodity to be procured, which a supplier must be able to produce or deliver to be considered for award of a contract.

Suspension – May be based on indictments, information or adequate evidence involving environmental crimes, contract fraud, embezzlement, theft, forgery, bribery, poor performance, non-performance or false statements. This is a temporary action which may last up to one (1) year and is effective immediately.

User Department – The department from whose budget line item from which the contract is paid.

Vendor – A person or entity that provides good and services.

Section 1

STATEMENT OF GENERAL POLICY

It is the policy of Tarrant County that all purchasing shall be conducted strictly based on economic and business merit in accordance with both State and Federal law. The Purchasing Department will:

1. Provide the best service possible to all County departments in a fair and equitable manner;

2. Ensure an atmosphere of equality to all vendors without regard to undue influence or political pressure;

3. Protect the interests of the Tarrant County taxpayers in all expenditures.

Tarrant County intends to maintain a cost-effective purchasing system conforming to good management practices. The establishment and maintenance of a good purchasing system are possible only through a cooperative effort.

The responsibility of purchasing ultimately rests with the Commissioners Court. The Purchasing Agent, as an agent of the Commissioners Court, aids in the purchasing process, but is subject to the Court's direction as to reasonable specifications and maximum prices on the items to be purchased. The Purchasing Agent, as authorized by the Commissioners Court, shall instruct departments and agencies as to the various rules and procedures needed to fulfill the Purchasing Agent's duties.

Section 2

PURCHASING CODE OF ETHICS POLICY

It is the policy of Tarrant County that the following ethical principles will govern the conduct of every employee involved directly or indirectly in the County procurement process.

RESPONSIBILITY TO COUNTY

Employees will avoid any activities that would compromise or give the perception of compromising the best interests of Tarrant County. Employees will not use confidential proprietary information for actual or anticipated personal gain.

CONFLICT OF INTEREST

Employees will avoid any activity that would create a conflict between personal interests and the interests of Tarrant County. Conflicts exist in any relationship where an employee is not acting in the County's best interest and may be acting in their own best interests or the interests of someone associated with them. Such conflicts of interest would include being involved in any procurement activity in which:

1. the employee or any member of the employee's family has any financial interest pertaining to the Tarrant County procurement process;

2. a business or organization in which the employee, or any member of the employee's family, has a financial interest pertaining to the Tarrant County procurement process;

3. any other person, business, or organization with whom the employee or a member of the employee's family is negotiating or has any arrangement concerning prospective employment.

All Tarrant County Policies and Procedures should be followed at all times, but in particular, Civil Service Rules, Section 5.10, *Disclosure of Interest*, should be considered before moving forward.

If any such conflicts of interest exist, the employee will immediately notify the Purchasing Agent in writing and will remove himself/herself from the Tarrant County procurement process.

PERCEPTION

Employees will avoid any appearance of unethical or compromising practices in all relationships, actions, and communications.

GRATUITIES

Employees will never solicit or accept money, loans, gifts, favors, or anything of value, from present or potential vendors that might influence or appear to influence any purchasing decision. Generally, edible goods with a value of $50.00 or less are acceptable if shared with the entire staff and will not offend this prohibition unless it appears to influence a purchasing decision. If anyone is in doubt whether a transaction complies with this policy, the individual should disclose the transaction to the Purchasing Agent for interpretation.

CONFIDENTIAL INFORMATION

Employees will keep all proponents and vendors' proprietary information confidential. Employees will keep Tarrant County procurement information obtained from a solicitation confidential as long as that vendor information is retained by Tarrant County to the extent allowed by State and Federal law.

Tarrant County's policy regarding confidentiality is found in Civil Service Rules, Section 5.05, *Confidentiality*.

Section 3

PURCHASING AUTHORITY AND POLICY

PURCHASING LAWS

It is the policy of Tarrant County, acting through its duly appointed Purchasing Agent, to comply fully with all purchasing laws and amendments passed by the Texas State Legislature.

PURCHASING POLICY

The Commissioners Court has directed the Purchasing Agent to provide a centralized purchasing structure.

The Purchasing Department as well as officials, managers, and employees will provide to all responsible vendors equitable and competitive access to the County procurement process. Further, County purchasing will be conducted in a manner that will promote and foster public confidence in the integrity of the County procurement process.

The County Purchasing Policy is to:

1. Seek the best quality, lowest priced goods, and services available that meet the needs and delivery requirements of Tarrant County personnel;

2. Provide all responsible vendors and contractors, including DBE's, with equitable access to servicing the needs of Tarrant County and its personnel through the competitive bidding of goods and services;

3. Comply with all State and Federal laws that apply to County purchasing and with the policies and procedures in this manual;

4. Manage all County assets and inventory so that replacement costs are minimized and Tarrant County can account for those assets; and

5. Dispose of all surplus, salvage, seized, and abandoned property in a manner that provides the most benefit to the taxpayers of the County and complies with the law.

APPLICATION

The Purchasing Act applies to all District, County, and Precinct employees and officials, and any subdivisions of these departments. The Purchasing Agent must purchase or lease all goods and services, including maintenance and repair, for all departments.

AUTHORITY

These policies and procedures are adopted by the County Purchasing Agent and approved by the Commissioners Court acting in its capacity as the governing body of Tarrant County, Texas.

Tarrant County adopts these policies and procedures under the authority of Texas Local Government Code, Chapter 262.

EFFECTIVE DATE

These policies and procedures will become effective upon approval by the Commissioners Court.

Section 4

AUTHORITY AND RESPONSIBILITIES OF THE PURCHASING AGENT

APPOINTMENT

The Legislature created a Purchasing Board to oversee a centralized purchasing structure and has given the Purchasing Department that mission. The Purchasing Board is composed of three (3) District Judges and two (2) County Commissioners. The Purchasing Board appoints the Purchasing Agent for Tarrant County for a two-year term and has the authority to approve the budget for this office as defined in the Texas Local Government Code 262.011.

AUTHORITY

Authority to make County purchases required by law to be competitively bid resides in the Commissioners Court. The Purchasing Agent merely facilitates that process and makes a recommendation to the Court for actual award and purchase.

The county purchasing agent shall purchase all supplies, materials, and equipment required or used, and contract for all repairs to property used, by the county or a subdivision, officer, or employee of the county, except purchases and contracts required by law to be made on competitive bid. A person other than the county purchasing agent may not make the purchase of the supplies, materials, or equipment or make the contract for repairs (Texas Local Government Code 262, Subchapter B, 262.011 (d)).

The county purchasing agent shall supervise all purchases made on competitive bid and shall see that all purchased supplies, materials, and equipment are delivered to the proper county officer or department in accordance with the purchase contract (Texas Local Government Code 262, Subchapter B, 262.011 (e).

A purchase made by the county purchasing agent shall be paid for by an electronic transfer, check, or warrant drawn by the county auditor on funds in the county treasury in the manner provided by law. The county auditor may not draw and the county treasurer may not honor an electronic transfer, check, or warrant for a purchase unless the purchase is made by the county purchasing agent or on competitive bid as provided by law (Texas Local Government Code 262, Subchapter B, 262.011 (f)).

INVENTORY

On July 1 of each year, the Purchasing Agent shall file an inventory of all property on hand belonging to the County and in use by each department and employee. The Auditor shall examine the inventory and make an accounting for all property purchased or previously inventoried and not appearing on the inventory.

TRANSFER OF ASSETS

Subject to the Commissioners Court approval, to prevent unnecessary purchases, the Purchasing Agent shall recommend the transfer of County property or goods that are not needed from a department or employee, to another department or employee requiring the goods or use of them. The Purchasing Agent will furnish to the Auditor a list of transferred goods.

VIOLATION AND PENALTY

Any person who knowingly violates or authorizes the violation of the Purchasing Act, and any County or precinct employees failing to use the Purchasing Agent for purchases—including an agent or employee of the County or of a department of the County—commits a crime punishable under Chapter 262.034, Texas Local Government Code.

ADDITIONAL RESPONSIBILITIES

In addition, the responsibilities of the Purchasing Agent shall be to:

1. Develop, implement, and manage the DBE program for Tarrant County;
2. Develop, implement, and maintain a Fixed Asset Management System;
3. Develop, implement, and maintain the Cooperative Purchasing Program;
4. Encourage and support compliance with Texas purchasing laws;
5. Work in conjunction with the Auditor and other County officials in the development of efficient financial processes;
6. Promote local business participation in Tarrant County procurement processes; and
7. Provide the business community a central professional link to County business.

Section 5

GENERAL PURCHASING POLICY

GENERAL INFORMATION

Tarrant County will not be obligated to purchase goods that are delivered for use on a trial basis or not purchased by the Purchasing Department.

The following strategies, as defined in Texas Local Government Code 262.022, that are employed with the intention of avoiding formal competitive bidding are in violation of Texas Local Government Code 262.023:

1. "Component purchases" means purchases of the component parts of an item that in normal purchasing practices would be purchased in one purchase.

2. "Separate purchases" means purchases, made separately, of items that in normal purchasing practices would be purchased in one purchase.

3. "Sequential purchases" means purchases, made over a period, of items that in normal purchasing practices would be purchased in one purchase.

Texas Local Government Code 262.034 details the specific criminal penalties for using component, separate or sequential purchases to avoid formal competitive bidding.

Any commitment to acquire goods or services without an authorized purchase order is prohibited. Anyone obligating an expenditure of funds for goods or services prior to securing a purchase order may be held personally responsible for the payment. All such purchases may be considered a *donation* to Tarrant County.

Employees must never purchase goods or services for their own personal benefit.

ADDITIONAL RESPONSIBILITIES

Departments must be cognizant of budget balances and refrain from trying to process requisitions in excess of their balances unless the proper transfer of funds has been accomplished. Purchase requisitions for which there is not adequate funding will not be processed.

Departments should plan purchases in order to keep emergency purchase requisitions to a minimum. Tarrant County seldom realizes any economic benefits from hastily processed requisitions. In most cases, vendors attempt to charge premium prices for goods or services when the Purchasing Department is not allowed the proper time to explore all sources.

The Purchasing Department is totally committed to processing all purchase requisitions within a reasonable time frame.

Departments must provide the Purchasing Department ample time to process any purchase requests:

1. On typical purchases that are less than $50,000, departments should allow a two to three (2-3) week time frame;

2. On typical purchases that are over $50,000, departments should allow eight to twelve (8-12) weeks time frame.

Departments must assure that all employees involved in making departmental purchase requests have read and understood the procedures in this manual.

The Purchasing Department must review all purchase requests and ensure they are descriptive and specific, but do not prevent competitive bidding for comparable goods.

Since there is no central receiving location in the County, each department is responsible for receiving goods and services. Departments should promptly alert Purchasing of any shortage, late delivery, damaged merchandise, or any other problem relating to the vendor's performance. A simple written explanation, if possible, can be placed in the bid file for future consideration at the time contracts are brought to the Commissioners Court for award.

It is hoped that departments understand and appreciate that the nature of public purchasing is to review and consider all purchase requests in order to promote competitive bidding.

CONSIDERATION OF SAFETY RECORDS

In determining who is a responsible bidder, the Commissioners Court may take into account the safety record of the bidder, of the firm, corporation, partnership, or institution represented by the bidder, or of anyone acting for such a firm, corporation, partnership, or institution as defined in Texas Local Government Code 262.0275. This consideration can only occur if:

1. the Commissioners Court has adopted a written definition and criteria for accurately determining the safety record of a bidder;

2. the governing body has given notice to prospective bidders in the bid specifications that the safety record of a bidder may be considered in determining the responsibility of the bidder; and

3. the determinations are not arbitrary and capricious.

STANDARD CONTRACT TERMS AND CONDITIONS (*EXAMPLE*)

The text of the specifications document for Request for Bid is as follows:

Tarrant County is requesting bids for the **ANNUAL CONTRACT FOR** _____ the _____ **DEPARTMENT.** All bids must be submitted on the attached Price Forms. Tarrant County will not enter into any contract where the cost is provisional upon such clauses as “escalator” or “cost-plus” clauses.

BY MAIL VIA US POSTAL SERVICE
ORIGINAL AND ONE (1) COPY
OF
COMPLETED BID
MUST BE RECEIVED IN THE
TARRANT COUNTY PURCHASING DEPARTMENT
AT 100 E. WEATHERFORD, SUITE 303
FORT WORTH, TEXAS 76196-0104
ON OR BEFORE _____ __, 2019 AT 2:00 P.M.

BY COURIER, FEDERAL EXPRESS, UPS
ORIGINAL AND ONE (1) COPY
OF
COMPLETED BID
MUST BE RECEIVED IN THE
TARRANT COUNTY PURCHASING DEPARTMENT
AT 100 E. WEATHERFORD, SUITE 303
FORT WORTH, TEXAS 76196-0104
ON OR BEFORE _____ __, 2019 AT 2:00 P.M.

All bids are due in the Tarrant County Purchasing Department by the due date in sealed envelopes or boxes. All bids must be clearly marked with the Bid Number, the name of the company submitting the bid, and date and time of opening on the outside of the envelope/box and/or Air Bill/Delivery Receipt. The original bid must be clearly marked **"ORIGINAL"** and contain all original signatures. “No-Bid” Response to be returned on the form included in the section under Forms.

Any bid received after the date and/or hour set for bid opening will not be accepted. The Bidder will be notified and will advise Tarrant County Purchasing as to the disposition by either pick up, return at Bidder’s expense, or destroyed with written authorization of the Bidder. If bids are sent by mail to the Tarrant County Purchasing Department, the Bidder shall be responsible for actual delivery of the bid to the Tarrant County Purchasing Department before the advertised date and hour for opening of bids. If mail is delayed either in the postal service or in the internal mail system of Tarrant County beyond the date and hour set for the bid opening, bids thus delayed will not be considered and will be disposed of as authorized.

Bids may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by Bidder guaranteeing authenticity. After the official opening, bids become the property of Tarrant County and may not be amended, altered or withdrawn without the recommendation of the Tarrant County Purchasing Agent and the approval of Tarrant County Commissioners' Court.

Tarrant County is exempt from Federal Excise and State Sales Tax; therefore, tax must not be included in this bid. Tarrant County is not exempt from Surplus Lines Tax or Texas Stamping Tax.

Tarrant County reserves the right to accept or reject in part or in whole any bids submitted and to waive any technicalities for the best interest of Tarrant County.

No oral explanation or instructions will be given by Tarrant County officials or employees in regard to the meaning of the proposal specifications before the award of the contract unless authorized by the Tarrant County Purchasing Agent or their designee. Requests from interested bidders for additional information or interpretation of the information included in the specifications should be directed in writing, via facsimile, to:

BUYER NAME, CERTIFICATIONS, TITLE, ETC.
FAX: (817) 884-2629

All documents relating to the Bid, including but not limited to, the bid document, questions and responses, addenda and special notices will be posted under the Bid number on the Tarrant County website and available for download by Bidders and other interested parties. No documents will be faxed or emailed after the initial Notice of Intent prior to award. It is the Bidder's sole responsibility to review this site and retrieve all related documents up to the Bid due date.

The deadline for receipt of all questions is 12:00 (Noon), Fort Worth, Texas time, _____day, _____ __, 2018. After the question deadline, all questions and their responses will be posted on the website and available for download by interested parties.

All bids shall specify terms and conditions of payment, which will be considered as part of, but not control, the award of bid. County review, inspection, and processing procedures ordinarily require thirty (30) days after receipt of invoice, materials, or service. Bids which call for payment before thirty (30) days from receipt of invoice, or cash discounts given on such payment, will be considered only if, in the opinion of the Tarrant County Purchasing Agent, the review, inspection, and processing procedures can be completed as specified.

Invoices shall be sent directly to the Tarrant County Auditor's Office, Attention: Accounts Payable, 100 East Weatherford, Room 506, Fort Worth, Texas 76196, or email to SAP-invoices@tarrantcounty.com. In accordance with the Prompt Payment Act, it is the intention of Tarrant County to make payment on completed orders within thirty (30) days after receipt of invoice or items; whichever is later, unless unusual circumstances arise. **Invoices must be fully documented as to labor, materials, and equipment provided and must reference the Tarrant County Purchase Order Number in order to be processed. No payments shall be made on invoices not listing a Purchase Order Number.**

Continuing non-performance of the Vendor in terms of Specifications shall be a basis for the termination of the contract by Tarrant County. Tarrant County shall not pay for work, equipment, or supplies which are unsatisfactory. The Vendor will be given a reasonable opportunity before termination to correct the deficiencies. This, however, shall in no way be construed as negating the basis for termination for non-performance.

The **contract may be terminated** by either party upon written thirty (30) day notice prior to cancellation.

Bids will be considered non-responsive if they show any omissions, alteration of form, additions or conditions not called for, or inconsistencies of any kind. However, Tarrant County reserves the right to waive any inconsistencies and to make an award in the best interest of Tarrant County.

Bids may be rejected, among other reasons, for any of the following specific reasons:

1. Bids containing any inconsistencies.
2. Unbalanced value of any items.

Bidders may be disqualified and their bids not considered, among other reasons, for any of the following specific reasons:

1. Reason for believing collusion exists among the Bidders.
2. Reasonable grounds for believing that any Bidder is interested in more than one (1) Bid for the work contemplated.
3. Bidder being interested in any litigation against Tarrant County.
4. Bidder being in arrears on any existing contract or having defaulted on a previous contract
5. Lack of competency as revealed, including but not limited to, by a financial statement, experience and equipment, and questionnaires.
6. Uncompleted work, which in the judgment of Tarrant County, will prevent or hinder the prompt completion of additional work, if awarded.
7. Bidders shall not owe delinquent property tax in Tarrant County.
8. Limited competition.

It is the Bidders' sole responsibility to print and review all pages of the bid document, attachments, questions and responses, addenda and special notices. The Signature Form must be signed and returned. Failure to provide a signature on the form renders bid non-responsive. Failure to complete and submit all required forms, including but not limited to References, Compliance With State Laws Form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of the entire bid.

CONFIDENTIALITY: Any material that is to be considered confidential must be clearly marked as such and shall be treated as confidential to the extent allowable under Section 552.136, Texas Government Code. Notice will be sent to you pursuant to Section 552.305 of the Texas Government Code should Tarrant County receive an open records request to inspect your bid. This notice will allow you to assert any objections to the release of confidential information in response to an open records request. It is your responsibility to assert any objections to the release of your bid in response to an open records request. Tarrant County cannot argue on your behalf that the information contained in your bid is exempt from public release. Trade secrets or confidential information **MUST** be placed in a separate envelope marked "**CONFIDENTIAL INFORMATION.**" Note: **PRICING INFORMATION IS NOT CONSIDERED CONFIDENTIAL AND IF MARKED AS SUCH, WILL RESULT IN REJECTION OF YOUR BID.**

Due care and diligence have been used in the preparation of this information, and it is believed to be substantially correct. However, the responsibility for determining the full extent of the exposure and the verification of all information presented herein shall rest solely with the Bidder. Tarrant County and its representatives will not be responsible for any errors or omissions in these specifications, nor for the failure on the part of the Bidder to determine the full extent of the exposures.

A vendor may not assign their rights and duties under an award without the written consent of the Tarrant County Purchasing Agent. Such consent shall not relieve the assignor of liability in the event of default by the assignee.

TO THE EXTENT PERMITTED BY LAW, VENDOR AGREES TO DEFEND, INDEMNIFY AND HOLD TARRANT COUNTY, ITS OFFICIALS, AGENTS, SERVANTS, AND EMPLOYEES, HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, ACTIONS, COSTS AND EXPENSES OF ANY KIND, INCLUDING BUT NOT LIMITED TO, THOSE FOR PROPERTY DAMAGE OR LOSS (INCLUDING ALLEGED DAMAGE OR LOSS TO OWNER'S BUSINESS AND ANY RESULTING LOST PROFITS), EMPLOYMENT MATTERS, AND/OR PERSONAL INJURY, INCLUDING DEATH, THAT MAY RELATE TO OR ARISE OUT OF OR BE OCCASIONED BY (I) VENDOR'S BREACH OF ANY OF THE TERMS OF PROVISIONS OF THIS AGREEMENT OR (II) ANY NEGLIGENT ACT OR OMISSION OR INTENTIONAL MISCONDUCT OF VENDORS, ITS OFFICERS, AGENTS, ASSOCIATES, EMPLOYEES, CONTRACTORS OR SUBCONTRACTORS, RELATED TO THE PERFORMANCE OF THIS AGREEMENT.

VENDOR(S) WILL COMPLY WITH ALL STATE, FEDERAL, AND LOCAL LAWS INCLUDING BUT NOT LIMITED TO THE AMERICANS WITH DISABILITIES ACT, TITLE VII OF THE CIVIL RIGHTS OF 1964, AGE DISCRIMINATION IN EMPLOYMENT ACT, CIVIL RIGHTS ACT OF 1991, FEDERAL INSURANCE CONTRIBUTIONS ACT (FICA), FAIR LABOR STANDARDS ACT, EQUAL PAY ACT OF 1963 AND THE AFFORDABLE HEALTH CARE ACT, AS TO TREATMENT AND COMPENSATION OF ITS EMPLOYEES.

VENDOR(S) WILL PREPARE PAYROLL CHECKS, MAKE ALL NECESSARY DEDUCTIONS, AND PAY ALL TAXES, AND MAINTAIN INSURANCE REQUIRED BY STATE, FEDERAL, AND LOCAL LAWS. THE SUCCESSFUL VENDOR ACCEPTS FULL RESPONSIBILITY FOR THE PAYMENT OF WAGES, COMPENSATION, OVERTIME AND BENEFITS TO PERSONNEL. VENDOR ACCEPTS RESPONSIBILITY FOR PAYMENT OF ALL TAXES, ASSESSMENTS, FEES, AND FINES THAT MAY BE DUE AND OWING TO ANY STATE, FEDERAL, OR LOCAL GOVERNMENT AGENCIES.

Prices shall include all charges for freight, F.O.B. destination inside delivered to:

INSERT LOCATION

Hours of operation shall be between 8:00 a.m. and 4:00 p.m., Monday through Friday.

Delivery date is important to Tarrant County and may be part of the bid and a factor in evaluation of each bid. Tarrant County considers delivery time to be that period elapsing from the time the individual order is placed until that order is received by Tarrant County at the specified delivery location. The delivery date indicates a guaranteed delivery to Tarrant County, Texas. Failure of the Vendor to meet guaranteed delivery dates or service performance could affect future County orders.

Tarrant County reserves the right to demand bond or penalty to guarantee delivery by the date indicated. If the order is given and the Vendor fails to furnish the materials by the guaranteed date, Tarrant County reserves the right to cancel the order without liability on its part.

A **packing list** must accompany each shipment and must include but is not limited, to the following:

1. Tarrant County Purchase Order Number
2. Name and address of Vendor
3. Name and address of receiving department
4. Description of material shipped, including item numbers, quantity, etc.

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

1. **CONTRACT TERMS:** Vendor(s) will be awarded a twelve (12) month contract, effective from the date of award or notice to proceed as determined by the Tarrant County Purchasing Department. At Tarrant County's option and approval by the Vendor, the contract may be renewed for one (1) additional twelve (12) month period(s), as further explained in Renewal Options. **Prices must remain firm for the entire contract.**

2. **RENEWAL OPTIONS:** Tarrant County reserves the right to exercise an option to renew the contract of the Vendor for one (1) additional twelve (12) month period(s), provided such option is stipulated and agreed upon by both parties. If Tarrant County exercises the right in writing, the Vendor must update and submit any documents required during the initial solicitation by no later than thirty (30) calendar days prior to the commencement of the option period. Required documents must be in force for the full period of the option. If the updated documents are not submitted by the Vendor in complete form within the time specified, Tarrant County may rescind its option or seek a new solicitation.

3. **SECONDARY/ALTERNATE AWARD:** Secondary or Alternate Vendors serve in a backup capacity only. In the event the Primary is unable to honor the terms and conditions of the contract, the Secondary Vendor(s) may be called. If the Secondary Vendor is unable to honor the terms and conditions of the contract the Alternate Vendor(s) may be called. The Primary Vendor is the first contact. Use of the Secondary or Alternate Vendor(s) must be approved, in writing, by the Tarrant County Purchasing Agent or his designee in compliance with Texas Local Government Code 262.027(g) .

A. In the event the Secondary or Alternate Vendors are called upon, they will offer the materials and services at their awarded price(s), or better. Any attempt to increase their awarded price(s) may cause the removal of the Vendor from the contract. Calling upon the Secondary or Alternate Vendors do not necessarily affect the status of any awarded Vendor, including the Primary Vendor.

B. If a Secondary or Alternate Vendor represents themselves as the Primary Vendor without written authorization from the Tarrant County Purchasing Agent or designee, the Secondary or Alternate Vendor may be removed from the contract.

C. Would you, as the Vendor, be willing to accept a Secondary or Alternate Award based on the above?

_____Yes _____No

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

4. **COOPERATIVE PURCHASING:** Tarrant County has the lead role in developing and encouraging Cooperative Purchasing efforts among governmental entities that participate in its Cooperative Purchasing Program. Cooperative Purchasing can be a great benefit to Tarrant County vendors by providing an avenue to offer materials and services to participating entities. A current list of participating entities is included in this solicitation and an up-to-date list can be found on the Tarrant County website.

A. Should other Governmental Entities decide to participate in this contract, would you, as the Vendor, agree that all terms, conditions, specifications, and pricing would apply? **A "NO" answer could result in complete rejection of the bid**.

_____Yes _____No

1) If you, the Bidder, checked Yes, the following will apply:

a) Governmental Entities utilizing Intergovernmental Contracts with Tarrant County will be eligible, but not obligated, to purchase materials and services under the contract(s) awarded because of the solicitation. All purchases by Governmental Entities other than Tarrant County will be billed directly to that Governmental Entity and paid by that Governmental Entity. Tarrant County will not be responsible for another Governmental Entity's debts. Each Governmental Entity will order their own material and services as needed.

b) Delivery to governmental entities located within Tarrant County will be at no charge or as otherwise provided for in the Award Document. Delivery charges, if any, for governmental entities located outside Tarrant County shall be negotiated between the Vendor and each governmental entity.

c) Tarrant County utilizes County Purchase Orders as its primary means of encumbering funds and pays for goods and services utilizing Vendor invoices. In the event Governmental Entities utilizing InterGovernmental Contracts use other payment methods, including but not limited to, purchasing cards, debit cards, check requests or other methods which cause the Vendor to incur service, processing, or other fees, these fees are the responsibility of that Governmental Entity, unless otherwise negotiated with the Vendor.

d) Vendor(s) awarded contract(s) resulting from bid will be responsible for providing to Tarrant County, at no additional charge, a complete list of all governmental entities currently utilizing the contract and their annual expenditures. This information should be provided ninety (90) days prior to the expiration of the contract, or as otherwise requested by Tarrant County.

[CURRENT LIST OF PARTICIPATING ENTITIES
TO BE INSERTED HERE.]

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

5. **MINIMUM INSURANCE REQUIREMENTS:**

A. Vendor shall take out, pay for and maintain at all times during the prosecution of the work under the contract, the following forms of insurance, in carriers acceptable to and approved by Tarrant County.

1) Workers' Compensation/Employer's Liability

a. Worker's Compensation — statutory

b. Employer's Liability — $500,000

2) Commercial General Liability:

a. Bodily Injury/Personal Injury/Property Damage —$1,000,000 per occurrence/$2,000,000 aggregate

3) Auto Liability:

a. Combined Single Liability (CSL) — $500,000 per occurrence

B. Tarrant County reserves the right to review the insurance requirements of this section during the effective period of the contract and to require adjustment of insurance coverage and their limits when deemed necessary and prudent by Tarrant County based upon changes in statutory law, court decisions, or the claims history of the industry as well as the Vendor.

C. Required Provisions:

1) Proof of Carriage of Insurance − All Certificates of Insurance will be required in duplicate and filed with the Tarrant County Purchasing Agent and the Budget and Risk Management Department at 100 East Weatherford Street, Suite 305, Fort Worth, Texas 76196 prior to work commencing.

2) All Certificates shall provide Tarrant County with an unconditional thirty (30) days written notice in case of cancellation or any major change.

3) As to all applicable coverage, policies shall name Tarrant County and its officers, employees, and elected representatives as an additional insured.

4) All copies of the Certificates of Insurance shall reference the project name and solicitation number for which the insurance is being supplied.

5) Vendor agrees to waive subrogation against Tarrant County, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent the loss, if any, is covered by the proceeds of insurance.

6) If applicable, the Vendor is responsible for making sure any subcontractor(s) performing work under this agreement has the required insurance coverage(s) and supplies Tarrant County with the proper documents verifying the coverage.

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

6. **CRIMINAL BACKGROUND CHECK:**

A. If this contract requires that Vendor personnel access Tarrant County Data (either on-site or remotely) or access secure areas of Tarrant County Facilities, then Vendor personnel may be required to undergo a Criminal Justice Information Services (CJIS) Background Check, a Human Resources Criminal Background Check, or a Sheriff's Criminal Background Check. Criminal Background Checks will be paid for by Tarrant County.

1. The Vendor's must provide information, including, but not limited to, Employee Name, date of birth, and driver's license number for each individual required to pass a Criminal Background Check.

2. Award of a contract could be affected by the Vendor's refusal to agree to these terms.

3. Failure of the Vendor to supply personnel who pass a Criminal Background Check could affect the award of the contract or result in termination of the contract.

4. The Criminal Background Check applies to the individual and not the Company.

5. Passing status must be maintained by Vendor personnel for the duration of the contract.

7. **INFORMATION TECHNOLOGY HOSTED OR CLOUD SOLUTION:**

A. The following is only applicable when a Vendor is providing Information Technology hosted or cloud solution:

1. **Confidentiality, Integrity, Availability (CIA)**
Vendor shall protect the Confidentiality, Integrity, and Availability (CIA) of all Tarrant County Data ensuring extra levels of security. All Tarrant County information must remain private and permit redaction of protected information before publication. Audit trails cannot be altered.

2. **Breach Notification**
Vendor agrees that upon discovery of unauthorized access to Tarrant County Data, Vendor shall notify Tarrant County both orally and in writing. In no event shall the notification be made more than forty-eight (48) hours after Vendor knows or reasonably suspect unauthorized access has or may have occurred. In the event of a suspected unauthorized Access, Vendor agrees to reasonably coordinate with Tarrant County to investigate the occurrence.

3. **Data**
All Tarrant County data will remain in the 48 contiguous United States at all times.

4. **Right to Audit**
Tarrant County reserves the right to audit vendor data centers which house Tarrant County Data or receive SSAE 16 SOC Type II audits from a reputable security advisory service firm (e.g. EY, Deloitte, KPMG, PWC, Coalfire, etc.).

8. There is no opportunity for remote attendance at the Pre-Bid Conference. Vendors not allowed to call in to attend this meeting.

Evaluation Criteria will include, but is not limited to the following:

1. Unit Price
2. Delivery
3. Bidder's past performance record with Tarrant County
4. Tarrant County's evaluation of Bidder's ability to perform
5. Tarrant County's experience with products bid
6. Special needs and requirements of Tarrant County
7. Results of testing samples (if needed)

Quantities indicated on the Price Forms are estimates based upon the best available information. Tarrant County reserves the right to increase or decrease the quantities to meet its actual needs without any adjustments in the bid price.

Any **catalog, brand name or manufacturer's reference** used is considered to be descriptive -- not restrictive -- and is indicative of the type and quality Tarrant County desires to purchase. Bids on similar items of like quality may be considered if the bid is noted and fully descriptive brochures are enclosed. If notation of substitution is not made, it is assumed the vendor is bidding item specified. The Vendor will not be allowed to make unauthorized substitutions after award.

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* INSERT TECHNICAL SPECIFICATION PAGE(S) HERE

FOR DISADVANTAGED BUSINESS ENTERPRISES ONLY

Disadvantaged Business Enterprises (DBE) are encouraged to participate in Tarrant County's bid process. The Purchasing Department will provide additional clarification of specifications, assistance with Price Forms, and further explanation of bidding procedures to those DBEs who request it.

Representatives from DBE companies should identify themselves as such and submit a copy of the Certification.

Tarrant County recognizes the certifications of both the State of Texas General Services Commission HUB Program and the North Central Texas Regional Certification Agency. All companies seeking information concerning DBE certification are urged to contact.

Texas Procurement and Support Services
Statewide HUB Program
1711 Jacinto Blvd.
PO Box 13047
Austin, Texas 78711-3047
(512) 463-5872

OR

North Central Texas
Regional Certification Agency
624 Six Flags Drive, Suite 100
Arlington, Texas 76011
(817) 640-0606

If your company is already certified, attach a copy of the certification to this form and return with bid.

COMPANY NAME: _____
REPRESENTATIVE: _____
ADDRESS: _____
CITY, STATE, ZIP: _____
TELEPHONE NO. _____ FAX NO . _____

Indicate all that apply:
_____Minority-Owned Business Enterprise
_____Women-Owned Business Enterprise
_____Disadvantaged Business Enterprise

REFERENCES

Please list three (3) references, **other than past or present employees of Tarrant County**, who can verify your performance as a Vendor. Performance includes, but is not limited to, sales and/or service, delivery, invoicing, and other items as may be required for Tarrant County to determine Vendor's ability to provide the intended goods or service of the bid. Tarrant County **PREFERS** references to be from Government customers. References must be able to verify the quality of service Vendor's company provides and that the Bidder has completed a project of similar size and scope of work in this response. Inaccurate, obsolete or negative responses from the listed references could result in rejection of your bid.

Failure to supply the required references will deem the bid as non-responsive and will not be considered for award.

Bidder involvement with reference checks is not permitted. Only Tarrant County or its designee will conduct reference checks. Any deviation to this will result in rejection of your response.

REFERENCE ONE

GOVERNMENT/COMPANY NAME:
_____

ADDRESS:
_____

CONTACT PERSON AND TITLE:
_____

TELEPHONE NUMBER:
_____

E-MAIL ADDRESS:
_____

SCOPE OF WORK:
_____

CONTRACT PERIOD:
_____

REFERENCE TWO

GOVERNMENT/COMPANY NAME:
_____

ADDRESS:
_____

CONTACT PERSON AND TITLE:
_____

TELEPHONE NUMBER:
_____

E-MAIL ADDRESS:
_____

SCOPE OF WORK:
_____

CONTRACT PERIOD:
_____

SIGNATURE FORM

The undersigned, on behalf of and as the authorized representative of Bidder, agrees this bid becomes the property of Tarrant County after the official opening.

The undersigned affirms that the Bidder has familiarized himself with the local conditions under which the work is to be performed; satisfied himself of the conditions of delivery, handling, and storage of equipment and all other matters that may be incidental to the work, before submitting a bid.

The undersigned agrees, on behalf of Bidder, that if the bid is accepted, Bidder will furnish all materials and services upon which price(s) are offered, at the price(s) and upon the terms and conditions contained in the specifications. The period for acceptance of this bid will be ninety (90) calendar days.

The undersigned affirms that they are duly authorized to execute this contract, that this bid has not been prepared in collusion with any other Bidder, nor any employee of Tarrant County, and that the contents of this bid have not been communicated to any other Bidder or to any employee of Tarrant County prior to the official opening of this bid.

Vendor hereby assigns to Tarrant County all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have read and do understand the specifications and any attachments contained in this solicitation. ***Failure to sign and return this form will result in the rejection of the entire bid.***

Signature _____X
Authorized Representative

LEGAL NAME AND ADDRESS OF COMPANY:

_____ Date _____

_____ Name _____

_____ Title _____

Tel. No. _____ FAX No. _____

E-Mail Address: _____

AFTER HOURS EMERGENCY CONTACT:

Name: _____ Tel. No. _____

THIS FORM MUST BE SIGNED.

THE ORIGINAL WITH ORIGINAL SIGNATURE AND ONE (1) COPY MUST BE RETURNED WITH BID!

COMPANY IS:

Business included in a Corporate Income Tax Return? _____YES _____NO

_____Corporation organized & existing under the laws of the State of _____

_____Partnership consisting of _____

_____Individual trading as _____

_____Principal offices are in the city of _____

DUNS Number: _____

CAGE Code: _____

COMPLIANCE WITH STATE AND FEDERAL LAWS

CERTIFICATION OF ELIGIBILITY

By submitting a Bid in response to this solicitation, the Bidder certifies that at the time of submission, they are not on the Federal Government's list of suspended, ineligible, or debarred entities.

In the event of placement on the list between the time of Bid submission and time of award, the Bidder will notify the Tarrant County Purchasing Agent. Failure to do so may result in terminating this contract for default.

RELATING TO STATE CONTRACTS WITH AND INVESTMENTS IN COMPANIES THAT BOYCOTT ISRAEL AND INVESTMENTS IN COMPANIES THAT DO BUSINESS WITH IRAN, SUDAN, OR ANY KNOWN FOREIGN TERRORIST ORGANIZATIONS.

Effective September 1, 2017, Bidder verifies that they do not boycott Israel and will not boycott Israel during the term of this contract. The term "boycott Israel" is defined by Texas Government Code Section 808.001, effective September 1, 2017. Bidder further verifies that they are not engaged in business with Iran, Sudan, or any foreign terrorist organization. The term "foreign terrorist organization" means an organization designated as a foreign terrorist organization by the United States Secretary of State as authorized by 8 U.S.C. Section 1189.

DISCLOSURE OF INTERESTED PARTIES

The law states that a governmental entity may not enter into certain contracts with a nonexempt business entity unless the business entity submits a disclosure of interested parties to the governmental entity. By submitting a Bid in response to this solicitation, the Bidder agrees to comply with HB 1295, Government Code 2252.908. Bidder agrees to provide Tarrant County Purchasing Agent, and/or requesting department, the "Certificate of Interested Parties," Form 1295 as required, within **ten (10)** business days from notification of pending award, renewal, amended or extended contract.

Signature _____X

THIS FORM MUST BE SIGNED.

THE ORIGINAL WITH ORIGINAL SIGNATURE AND ONE (1) COPY MUST BE RETURNED WITH BID!

NO-BID RESPONSE

In the event that your organization chooses not to submit a bid/proposal for this solicitation, the Tarrant County Purchasing Department is interested in the reasons why vendors have chosen not to submit bids/proposals in order to better serve the taxpayers of Tarrant County. Please indicate your reason(s) by checking all applicable items below and return this form to the address shown below.

- ☐ Could not meet specifications.
- ☐ Items or materials requested not manufactured by us or not available to our company.
- ☐ Insurance requirements too restricting.
- ☐ Bond requirements too restricting.
- ☐ The scope of services not clearly understood or applicable (too vague, too rigid, etc.)
- ☐ The project not suited to our organization.
- ☐ Quantities too small.
- ☐ Insufficient time allowed for preparation of bid/proposal.
- ☐ Other (please specify).

_____

_____

_____

_____

_____

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to:
Tarrant County Purchasing Department
100 E. Weatherford, Suite 303
Fort Worth, TX 76196-0104

[STANDARD CONTRACT TERMS AND CONDITIONS – (*EXAMPLE*)]

Text of the specifications document for Request for Proposal is as follows:

Tarrant County is soliciting proposals for _____.

Original and One (1) Copy
OF
COMPLETED BID PROPOSALS
MUST BE RECEIVED IN THE
TARRANT COUNTY PURCHASING DEPARTMENT
AT 100 E. WEATHERFORD, SUITE 303
FORT WORTH, TEXAS 76196-0104
ON OR BEFORE _____ __, 2018 AT 2:00 P.M.

All proposals are due in the Tarrant County Purchasing Department by the due date in sealed envelopes or boxes. All proposals must be clearly marked with the Proposal Number, the name of the company submitting the proposal package, and date and time of opening on the outside of the envelope/box and/or Air Bill/Delivery Receipt. Original proposal must be clearly marked **"ORIGINAL"** and contain all original signatures. "No-Bid" response to be returned the on the form included in the section under Forms.

Any proposal received after the date and hour set for Proposal opening will not be accepted. The Respondent will be notified and will advise Tarrant County Purchasing as to the disposition by either pick up, return at Respondent's expense, or destroyed with written authorization of the Respondent. If Proposals are sent by mail to the Tarrant County Purchasing Department, the Respondent shall be responsible for actual delivery of the Proposal package to the Tarrant County Purchasing Department before the date and hour set for Proposal opening. If mail is delayed either in the postal service or in the internal mail system of Tarrant County beyond the date and hour set for the Proposal opening, proposals thus delayed will not be considered and will be disposed of as authorized.

Proposals may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by Respondent guaranteeing authenticity. After the official opening, Proposals become the property of Tarrant County and may not be amended, altered or withdrawn without the recommendations of the Tarrant County Purchasing Agent and the approval of Tarrant County Commissioners Court.

Tarrant County is exempt from Federal Excise and State Sales Tax; therefore, tax must not be included in this proposal. Tarrant County is not exempt from Surplus Lines Tax or Texas Stamping Tax.

Tarrant County reserves the right to accept or reject in part or in whole any proposals submitted and to waive any technicalities for the best interest of Tarrant County.

No oral explanation or instructions will be given by Tarrant County officials or employees in regard to the meaning of the proposal specifications before the award of the contract unless authorized by the Tarrant County Purchasing Agent or their designee. Requests from interested proposers for additional information or interpretation of the information included in the specifications should be directed in writing to:
BUYER NAME, TITLE
FAX: (817) 884-2629

All documents relating to this proposal including but not limited to, the proposal document, questions and their responses, addenda, and special notices will be posted under the proposal number on the Tarrant County website and available for download by interested parties. No documents will be faxed or emailed after the initial Notice of Intent prior to award. **It is the Respondent's sole responsibility to review this site and retrieve all related documents prior to the Proposal due date**.

The deadline for receipt of all questions is 12:00 (Noon), Fort Worth, Texas time, _____day, _____ __, 2018. After the question deadline, all questions and their responses will be posted on the website and available for download by interested parties.

All Proposal Response Forms and questionnaires must be fully completed and included in your response. Detailed specifications have been provided, and any deviations or exceptions must be referenced on the designated response forms that have been provided. Unless deviations are specifically stated herein, benefits will be provided according to the specifications at no additional charge.

The proposal is issued in compliance with the County Purchasing Act, Section 262.030. Negotiations may be conducted with responsible Respondent(s) who submit Proposals determined to be reasonably susceptible of being selected for award.

It is the Respondent's sole responsibility to print and review all pages of the Proposal document, attachments, questions and responses, addenda, and special notices. The Signature Form must be signed and returned. Failure to provide a signature on this form renders the Proposal non-responsive. Failure to complete and submit all required forms, including but not limited to References, Compliance with State and Federal Laws Form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of entire Proposal.

CONFIDENTIALITY: Any material that is to be considered confidential in nature must be clearly marked as such and may be treated as confidential to the extent allowable in the Texas Public Information Act. Pricing information is not considered confidential. Trade secrets or confidential information **MUST** be placed in a separate envelope marked **"CONFIDENTIAL INFORMATION"** and **EACH PAGE** must be marked **"CONFIDENTIAL INFORMATION."** Tarrant County will make every effort to protect these papers from public disclosure as outlined in Texas Local Government Code, Section 262.030(c).

The Texas Public Information Act gives the public the right to request access to government information, subject to certain narrow exceptions. Tarrant County is an entity subject to this Act. Therefore, please be advised that your company's declaration that certain information submitted in response to a proposal is "confidential" will not be treated as such if Tarrant County receives a request for a copy of the proposal. Tarrant County will, of course, make every effort to inform your company of such a request and to provide you with an opportunity to object to the release of any proprietary information per the procedure outlined in Texas Government Code Section 552.305. Notice to your company under Section 552.305 may be sent via either certified mail or e-mail using the contact information provided by you on the signature form. Please be advised that Tarrant County cannot and will not make an agreement to withhold information from the public contrary to Tarrant County's responsibilities under the Act.

Additionally, to the extent your proposal is incorporated into the contract, the proposal will become an official record available for public inspection.

The proposals shall be opened to avoid disclosure of contents to competing Respondents and kept secret during the process of negotiation. All proposals that have been submitted shall be open for public inspection after the contract is awarded, except for trade secrets and confidential information contained in the proposals and identified as such.

All proposals shall specify terms and conditions of payment, which will be considered as part of, but not control, the award of the proposal. Tarrant County review, inspection, and processing procedures ordinarily require thirty (30) days after receipt of invoice, materials, or service. Proposals which call for payment before thirty (30) days from receipt of invoice, or cash discounts given on such payment, will be considered only if, in the opinion of the Tarrant County Purchasing Agent, the review, inspection, and processing procedures can be completed as specified.

Invoices shall be sent directly to the Tarrant County Auditor's Office, Attention: Accounts Payable, 100 East Weatherford, Room 506, Fort Worth, Texas 76196, or email to SAP-invoices@tarrantcounty.com. In accordance with the Prompt Payment Act, it is the intention of Tarrant County to make payment on completed orders within thirty (30) days after receipt of invoice or items; whichever is later, unless unusual circumstances arise. **Invoices must be fully documented as to labor, materials, and equipment provided and must reference the Tarrant County Purchase Order Number in order to be processed. No payments shall be made on invoices not listing a Purchase Order Number.**

Continuing non-performance of the Vendor in terms of specifications shall be a basis for the termination of the contract by Tarrant County. Tarrant County shall not pay for work, equipment, or supplies which are unsatisfactory. The Vendor will be given a reasonable opportunity before termination to correct deficiencies. This, however, shall in no way be construed as negating the basis for termination for nonperformance.

The **contract may be terminated** by either party upon written thirty (30) day notice prior to cancellation.

Proposals will be considered non-responsive if they show any omissions, alteration of form, additions or conditions not called for, or inconsistency of any kind. However, Tarrant County reserves the right to waive any inconsistencies and to make an award in the best interest of Tarrant County.

Proposals may be deemed non-responsive, among other reasons, for any of the following specific reasons:

1. Proposals containing any inconsistencies.
2. Unbalanced value of any items.

Respondents may be disqualified and their proposals not considered, among other reasons, for any of the following specific reasons:

1. Reason for believing collusion exists among the Respondents.
2. Reasonable grounds for believing that any Respondent is interested in more than one proposal for the work contemplated.
3. The Respondent being interested in any litigation against Tarrant County.
4. The Respondent in the arrear on any existing contract or having defaulted on a previous contract.
5. Lack of competency as revealed by a financial statement, experience, and equipment, questionnaires, etc.
6. Uncompleted work that in the judgment of Tarrant County will prevent or hinder the prompt completion of additional work, if awarded.
7. Respondents shall not owe delinquent property tax in Tarrant County.
8. Respondent's past performance record with Tarrant County.
9. Limited competition.

Due care and diligence have been used in the preparation of this information, and it is believed to be substantially correct. However, the responsibility for determining the full extent of the exposure and the verification of all information presented herein shall rest solely with the Respondent. Tarrant County and its representatives will not be responsible for any errors or omissions in these specifications, nor for the failure on the part of the Respondent to determine the full extent of the exposures.

The successful Vendor may not assign their rights and duties under an award without the written consent of the Tarrant County Purchasing Agent. Such consent shall not relieve the assignor of liability in the event of default by the assignee.

Audit Clause: The Vendor must agree that Tarrant County will, until the expiration of twelve (12) months after final payment under this agreement, have access to and the right to examine at reasonable times any directly pertinent books, documents, papers and records (hard copy, as well as computer generated data) of the Vendor involving those transactions related to this solicitation. The Vendor must agree that Tarrant County will have access during normal working hours to all necessary facilities, staff, and workspace in order to conduct audits. Tarrant County will provide the Vendor with reasonable advance notice of intended audits. The Vendor must provide records within ten (10) business days or a mutually agreed upon timeline.

TO THE EXTENT PERMITTED BY LAW, RESPONDENT AGREES TO DEFEND, INDEMNIFY AND HOLD TARRANT COUNTY, ITS OFFICIALS, AGENTS, SERVANTS, AND EMPLOYEES, HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, ACTIONS, COSTS AND EXPENSES OF ANY KIND, INCLUDING BUT NOT LIMITED TO, THOSE FOR PROPERTY DAMAGE OR LOSS (INCLUDING ALLEGED DAMAGE OR LOSS TO OWNER'S BUSINESS AND ANY RESULTING LOST PROFITS), EMPLOYMENT MATTERS, AND/OR PERSONAL INJURY, INCLUDING DEATH, THAT MAY RELATE TO OR ARISE OUT OF OR BE OCCASIONED BY (I) RESPONDENT'S BREACH OF ANY OF THE TERMS OF PROVISIONS OF THIS AGREEMENT OR (II) ANY NEGLIGENT ACT OR OMISSION OR INTENTIONAL MISCONDUCT OF RESPONDENT, ITS OFFICERS, AGENTS, ASSOCIATES, EMPLOYEES, CONTRACTORS OR SUBCONTRACTORS, RELATED TO THE PERFORMANCE OF THIS AGREEMENT.

THE SUCCESSFUL RESPONDENT(S) WILL COMPLY WITH ALL STATE, FEDERAL, AND LOCAL LAWS INCLUDING BUT NOT LIMITED TO THE AMERICANS WITH DISABILITIES ACT, TITLE VII OF THE CIVIL RIGHTS OF 1964, AGE DISCRIMINATION IN EMPLOYMENT ACT, CIVIL RIGHTS ACT OF 1991, FEDERAL INSURANCE CONTRIBUTIONS ACT (FICA), FAIR LABOR STANDARDS ACT, EQUAL PAY ACT OF 1963 AND THE AFFORDABLE HEALTH CARE ACT, AS TO TREATMENT AND COMPENSATION OF ITS EMPLOYEES.

RESPONDENT(S) WILL PREPARE PAYROLL CHECKS, MAKE ALL NECESSARY DEDUCTIONS AND PAY ALL TAXES AND MAINTAIN INSURANCE REQUIRED BY STATE, FEDERAL, AND LOCAL LAWS. RESPONDENT ACCEPTS FULL RESPONSIBILITY FOR THE PAYMENT OF WAGES, COMPENSATION, OVERTIME AND BENEFITS TO PERSONNEL. RESPONDENT ACCEPTS RESPONSIBILITY FOR PAYMENT OF ALL TAXES, ASSESSMENTS, FEES, AND FINES THAT MAY BE DUE AND OWING TO ANY STATE, FEDERAL, OR LOCAL GOVERNMENT AGENCIES.

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

1. **CONTRACT TERMS:** Vendor(s) will be awarded a twelve (12) month contract, effective from the date of award or notice to proceed as determined by Tarrant County Purchasing through _____, __, 201_. At Tarrant County's option and approval by the Vendor, the contract may be renewed for three (3) additional twelve (12) month periods, as further explained in Renewal Options. **Prices must remain firm for the entire contract.**

2. **RENEWAL OPTION:** Tarrant County reserves the right to exercise an option to renew the contract of the Respondent for three (3) additional twelve (12) month periods, provided such option is stipulated in the Special Conditions and agreed upon by both parties. If Tarrant County exercises the right in writing, the Vendor must update and submit any documents required during the initial solicitation by no later than thirty (30) calendar days prior to the commencement of the option period. These required documents must be in force for the full period of the option. If the updated documents are not submitted by the Vendor in complete form within the time specified, Tarrant County may rescind its option and seek a new solicitation.

3. **MINIMUM INSURANCE REQUIREMENTS:**

A. Vendor shall take out, pay for and maintain at all times during the prosecution of the work under the contract, the following forms of insurance, in carriers acceptable to and approved by Tarrant County.

1) Workers' Compensation/Employer's Liability

a. Worker's Compensation — statutory

b. Employer's Liability — $500,000

2) Commercial General Liability:

a. Bodily Injury/Personal Injury/Property Damage — $1,000,000 per occurrence/$2,000,000 aggregate

3) Auto Liability:

a. Combined Single Liability (CSL) — $500,000 per occurrence

B. Tarrant County reserves the right to review the insurance requirements of this section during the effective period of the contract and to require adjustment of insurance coverage and their limits when deemed necessary and prudent by Tarrant County based upon changes in statutory law, court decisions, or the claims history of the industry as well as the Vendor.

C. Required Provisions:

1) Proof of Carriage of Insurance − All Certificates of Insurance will be required in duplicate and filed with the Tarrant County Purchasing Agent and the Budget and Risk Management Department at 100 East Weatherford Street, Suite 305, Fort Worth, Texas 76196 prior to work commencing.

2) All Certificates shall provide Tarrant County with an unconditional thirty (30) day written notice in case of cancellation or any major change.

3) As to all applicable coverage, policies shall name Tarrant County and its officers, employees, and elected representatives as an additional insured.

4) All copies of the Certificates of Insurance shall reference the project name and Proposal number for which the insurance is being supplied.

5) The Respondent agrees to waive subrogation against Tarrant County, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent the loss, if any, is covered by the proceeds of insurance.

6) The Respondent is responsible for making sure any subcontractor(s) performing work under this agreement has the required insurance coverage(s) and supplies Tarrant County with the proper documents verifying the coverage.

4. CRIMINAL BACKGROUND CHECK:

A. If this contract requires that Vendor personnel access Tarrant County Data (either on-site or remotely) or access secure areas of Tarrant County Facilities, then Vendor personnel may be required to undergo a Criminal Justice Information Services (CJIS) Background Check, a Human Resources Criminal Background Check, or a Sheriff's Criminal Background Check. Criminal Background Checks will be paid for by Tarrant County.

1. The Vendor must provide information, including, but not limited to, Employee Name, date of birth, and driver's license number for each individual required to pass a Criminal Background Check.
2. Award of a contract could be affected by the Vendor's refusal to agree to these terms.
3. Failure of the Vendor to supply personnel who pass a Criminal Background Check could affect the award of the contract or could result in the termination of the contract.
4. The Criminal Background Check applies to the individual and not the Company.
5. Passing status must be maintained by the Vendor personnel for the duration of the contract.

5. INFORMATION TECHNOLOGY HOSTED OR CLOUD SOLUTION:

A. The following is only applicable when the Vendor is providing Information Technology hosted or cloud solution:

1. **Confidentiality, Integrity, Availability (CIA)**
Vendor shall protect the Confidentiality, Integrity, and Availability (CIA) of all Tarrant County Data ensuring extra levels of security. All Tarrant County information must remain private and permit redaction of protected information before publication. Audit trails cannot be altered.
2. **Breach Notification**
Vendor agrees that upon discovery of unauthorized access to Tarrant County Data, Vendor shall notify Tarrant County both orally and in writing. In no event shall the notification be made more than forty-eight (48) hours after Vendor knows or reasonably suspect unauthorized access has or may have occurred. In the event of a suspected unauthorized Access, Vendor agrees to reasonably coordinate with Tarrant County to investigate the occurrence.
3. **Data**
All Tarrant County data will remain in the 48 contiguous United States at all times.
4. **Right to Audit**
Tarrant County reserves the right to audit Vendor datacenters which house Tarrant County Data or receive SSAE 16 SOC Type II audits from a reputable security advisory service firm (e.g. EY, Deloitte, KPMG, PWC, Coalfire, etc.).

6. There is no opportunity for remote attendance at the Pre-Proposal Conference. Respondents are not allowed to call in to attend this meeting.

STATEMENT OF WORK

INSERT HISTORICALLY UNDERUTILIZED BUSINESSES (HUB) POLICY

FOR DISADVANTAGED BUSINESS ENTERPRISES ONLY

Disadvantaged Business Enterprises (DBE) are encouraged to participate in Tarrant County's Proposal process. The Tarrant County Purchasing Department will provide additional clarification of specifications, assistance with Forms, and further explanation of procedures to those DBEs who request it.

Representatives from DBE companies should identify themselves as such and submit a copy of the Certification.

Tarrant County recognizes the certifications of both the State of Texas General Services Commission HUB Program and the North Central Texas Regional Certification Agency. All companies seeking information concerning DBE certification are urged to contact.

Texas Procurement and Support Services
Statewide HUB Program
1711 Jacinto Blvd.
PO Box 13047
Austin, Texas 78711-3047
(512) 463-5872

OR

North Central Texas
Regional Certification Agency
624 Six Flags Drive, Suite 100
Arlington, Texas 76011
(817) 640-0606

If Respondent is already certified, attach a copy of your certification to this form and return with Proposal.

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NO. _____ FAX NO. _____

Indicate all that apply:
_____Minority-Owned Business Enterprise
_____Women-Owned Business Enterprise
_____Disadvantaged Business Enterprise

REFERENCES

Please list three (3) references, **other than past or present employees of Tarrant County**, who can verify your performance as a Vendor. Performance includes but is not limited to, sales and/or service, delivery, invoicing, and other items as may be required for Tarrant County to determine Respondent's ability to provide the intended goods or service of this Proposal. Tarrant County **PREFERS** references to be from Government customers. References must be able to verify the quality of service Respondent's company provides and that the Respondent has completed a project of similar size and scope of work in this solicitation. Inaccurate, obsolete or negative responses from the listed references could result in rejection of your Proposal.

Failure to supply the required references will deem Respondent as non-responsive and will not be considered for the award.

Respondent involvement with reference checks is not permitted. Only Tarrant County or its designee will conduct reference checks. Any deviation to this will result in rejection of your response.

REFERENCE ONE

GOVERNMENT/COMPANY NAME:
_____

ADDRESS:
_____

CONTACT PERSON AND TITLE:
_____

TELEPHONE NUMBER:
_____

E-MAIL ADDRESS:
_____

SCOPE OF WORK:
_____

CONTRACT PERIOD:
_____

REFERENCE TWO

GOVERNMENT/COMPANY NAME:
_____

ADDRESS:
_____

CONTACT PERSON AND TITLE:
_____

TELEPHONE NUMBER:
_____

E-MAIL ADDRESS:
_____

SCOPE OF WORK:
_____

CONTRACT PERIOD:
_____

REFERENCES MUST BE RETURNED WITH PROPOSAL!

SIGNATURE FORM

The undersigned, on behalf of and as the authorized representative of Respondent, agrees this Proposal becomes the property of Tarrant County after the official opening.

The undersigned affirms the Respondent has familiarized itself with the local conditions under which the work is to be performed; satisfied itself of the conditions of delivery, handling, and storage of equipment and all other matters that may be incidental to the work, before submitting a Proposal.

The undersigned agrees, on behalf of Respondent, that if this Proposal is accepted, to furnish all materials and services upon which price(s) are offered, at the price(s) and upon the terms and conditions contained in the Specifications. The period for acceptance of this Proposal will be ninety (90) calendar days.

The undersigned affirms that they are duly authorized to execute this contract, that this Proposal has not been prepared in collusion with any other Respondent, nor any employee of Tarrant County, and that the contents of this Proposal have not been communicated to any other Respondent or to any employee of Tarrant County prior to the official opening of this Proposal.

Respondent hereby assigns to Tarrant County all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have read and do understand the specifications and any attachments contained in this solicitation. ***Failure to sign and return this form will result in the rejection of the entire Proposal.***

Signature _____X

Authorized Representative

LEGAL NAME AND ADDRESS OF COMPANY:

_____ Date _____

_____ Name _____

_____ Title _____

Tel. No. _____ FAX No. _____

E-Mail Address: _____

AFTER HOURS EMERGENCY CONTACT:

Name: _____ Tel. No. _____

THIS FORM MUST BE SIGNED.

THE ORIGINAL WITH ORIGINAL SIGNATURE AND FIVE (5) COPIES MUST BE RETURNED WITH PROPOSAL!

COMPANY IS:

Business included in a Corporate Income Tax Return? _____YES _____NO

_____Corporation organized & existing under the laws of the State of _____

_____Partnership consisting of _____

_____Individual trading as _____

_____Principal offices are in the city of _____

DUNS Number: _____

CAGE Code: _____

COMPLIANCE WITH STATE AND FEDERAL LAWS

CERTIFICATION OF ELIGIBILITY

By submitting a Proposal in response to this solicitation, the Respondent certifies that at the time of submission, they are not on the Federal Government's list of suspended, ineligible, or debarred entities.

In the event of placement on the list between the time of Proposal submission and time of award, the Respondent will notify the Tarrant County Purchasing Agent. Failure to do so may result in terminating this contract for default.

RELATING TO STATE CONTRACTS WITH AND INVESTMENTS IN COMPANIES THAT BOYCOTT ISRAEL AND INVESTMENTS IN COMPANIES THAT DO BUSINESS WITH IRAN, SUDAN, OR ANY OTHER FOREIGN TERRORIST ORGANIZATIONS.

Effective September 1, 2017, Respondent verifies that they do not boycott Israel and will not boycott Israel during the term of this contract. The term "boycott Israel" is defined by Texas Government Code Section 808.001, effective September 1, 2017. Respondent further verifies that they are not engaged in business with Iran, Sudan, or any foreign terrorist organization. The term "foreign terrorist organization" means an organization designated as a foreign terrorist organization by the United States Secretary of State as authorized by 8 U.S.C. Section 1189.

DISCLOSURE OF INTERESTED PARTIES

The law states that a governmental entity may not enter into certain contracts with a nonexempt business entity unless the business entity submits a disclosure of interested parties to the governmental entity. By submitting a Bid in response to this solicitation, the Respondent agrees to comply with HB 1295, Government Code 2252.908. Respondent agrees to provide Tarrant County Purchasing Agent, and/or requesting department, the "Certificate of Interested Parties," Form 1295 as required, within **ten (10)** business days from notification of pending award, renewal, amended or extended contract.

Signature _____X

THIS FORM MUST BE SIGNED.

THE ORIGINAL WITH ORIGINAL SIGNATURE AND FIVE (5) COPIES MUST BE RETURNED WITH PROPOSAL.

DEFICIENCIES AND DEVIATIONS FORM

Following is a listing of ALL deficiencies and deviations from the requirements as outlined in this Proposal. Unless specifically listed, your response will be considered to be in FULL compliance with this Proposal. Respondent assumes the responsibility of identifying all deficiencies and deviations and if not identified, all requirements of this Proposal stipulated must be fulfilled at no additional expense to Tarrant County.

_____

_____

_____

_____

THE ORIGINAL AND FIVE (5) COPIES OF THIS FORM SHOULD BE RETURNED WITH PROPOSAL!

NO-BID RESPONSE

In the event that your organization chooses not to submit a bid/proposal for this solicitation, the Tarrant County Purchasing Department is interested in the reasons why vendors have chosen not to submit bids/proposals in order to better serve the taxpayers of Tarrant County. Please indicate your reason(s) by checking all applicable items below and return this form to the address shown below.

- ☐ Could not meet specifications.
- ☐ Items or materials requested not manufactured by us or not available to our company.
- ☐ Insurance requirements too restricting.
- ☐ Bond requirements too restricting.
- ☐ The scope of services not clearly understood or applicable (too vague, too rigid, etc.)
- ☐ The project not suited to our organization.
- ☐ Quantities too small.
- ☐ Insufficient time allowed for preparation of bid/proposal.
- ☐ Other (please specify).

_____

_____

_____

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to:

Tarrant County Purchasing Department
100 E. Weatherford, Suite 303
Fort Worth, TX 76196-0104

[PRICE PROPOSAL FORM INSERTED HERE.]

Section 6

SPECIFICATIONS

DEFINITION

A precise description of the physical characteristics, quality, or desired outcomes of a commodity to be procured, which a supplier must be able to produce or deliver to be considered for award of a contract.

PURPOSE

The purpose of any specification is to provide Purchasing with clear guidelines from which to purchase and to provide vendors with a minimum, acceptable standard for goods or services. A well-written specification has four (4) characteristics:

1. it establishes the minimum acceptability of the goods or services;
2. it promotes competition;
3. it contains provisions for reasonable tests and inspections for acceptability of the goods or services; and
4. it provides for an equitable award to the lowest and best bid from a responsible bidder.

PREPARATION

Specifications may be proposed by the user department, occupant department, or an outside agency. THE FINAL ACCEPTANCE OF THE SPECIFICATIONS, OTHER THAN THOSE FOR CONSTRUCTION PROJECTS, WILL REST WITH THE PURCHASING DEPARTMENT FOR COMPLIANCE WITH LEGAL REQUIREMENTS. This will ensure proper quality control and avoid the proliferation of conflicting specifications between the different departments of Tarrant County. The Auditor and Budget Office will verify for Purchasing that the goods or services were considered and approved in the budget process. Any purchases that were not approved in the budget process will be submitted to Commissioners Court to seek their permission to accept bids/RFPs.

TYPES

There are a number of specification types that will be used by the Purchasing Department. They include:

1. DESIGN

   A detailed description of goods or services, including such things as details of construction or production, dimensions, chemical composition, physical properties, materials, ingredients, and all other details needed for the provider to produce goods and services of minimum acceptability. Design specifications are usually required for construction projects, certain produced goods, and for many services.

2. PERFORMANCE

   Where the goods or services are described in terms of required performance. They may include such details as required power, the strength of the material, test methods and standards of acceptability, and recommended practices. This type of specification is used most often for capital equipment.

3. BRAND NAME OR EQUAL

   Lists of goods or services by brand name, model, and other identifying specifics. Products equal to the characteristics of the named brand are specified as acceptable. Usually, the composition of a brand name good and service is provided through labeling, but broader tolerances and less consistency from item to item may be expected as compared with standard goods. Other manufacturers may provide a nearly identical good under their own brand name. THIS METHOD WILL BE EMPLOYED BY THE TARRANT COUNTY PURCHASING DEPARTMENT ONLY IF THERE IS SOUND JUSTIFICATION. THE BURDEN OF JUSTIFICATION WILL REST WITH THE USER DEPARTMENT.

4. INDUSTRY STANDARD

   This is one of the simplest specifications available. All goods made to an industry standard are identical, regardless of manufacturer, and will result in the acquisition of goods of uniform quality. An example is the UIL standard for electrical products.

Section 7

REQUISITIONING PROCESS

DEFINITION

A purchase requisition is a department request authorizing the Purchasing Department to enter into a contract to purchase goods or services and charge the expenditure to the appropriate department budget. This automated form is for internal use and cannot be used by a department to order material directly from a vendor. It is the first step after the need for goods or services is recognized.

Purchase requisitions should fully describe to the Purchasing Department what to buy when it is required, and where the goods are to be delivered and the services to be performed.

POLICY

Tarrant County utilizes an automated requisitioning system, called SAP. Based on established budget line items, purchase requisitions are entered into SAP by the user department. Adequate budget funds must be available in the departmental line items and approved by both the Auditor and Budget Office before the Purchasing Department can proceed with the purchase of the requested goods and services. Exceptions to the approval process may occur in the case of low value (<$25.00) office supplies.

After the Purchasing Department receives an Audit-approved purchase requisition, it determines the appropriate procedures based on the cost of the purchase, the goods and services to be purchased, the existing contracts for goods and services, and other relevant factors.

Upon determining the appropriate procurement process, the Purchasing Agent or assigned representative (buyer) acting on his/her behalf will issue a purchase order to the vendor(s) for the desired goods or services. The Purchasing Agent or assigned representative is the only individual authorized to generate a printed/electronic copy of a purchase order. No other County personnel will have access or authorization to print an original purchase order.

Specific instructions on entering requisitions into SAP are not covered in this manual. The user department should refer to the County's SAP training website or contact the Help Desk for further information and to check for periodic training session opportunities.

TYPES OF PURCHASE REQUISITIONS

ROUTINE – Normal purchases have a cycle time of three to ten (3-10) working days.

EXPEDITED – Purchases where the goods or services are needed sooner than the routine cycle time. Expedited purchases do not qualify as emergency purchases and are subject to all applicable bidding requirements. Cycle time for expedited purchase requisitions is one to three (1-3) working days.

Note: Expedited purchases are NOT emergency purchases. They are goods or services needed quickly to prevent costly delays or work stoppage. Expedited purchases probably warrant the additional cost and effort caused by the interruption of the normal work routine. They should not be used unless absolutely necessary. The user department should always telephone the appropriate buyer and make them aware of any such problem, as well as put the appropriate information in the requisition text section.

EMERGENCY – Purchase of any goods or services needed because of an emergency condition that the Commissioners Court has ordered exempt, in compliance with the County Purchasing Act [Texas Local Government Code, Section 262.024(a)(1-3)]. All emergency exemption orders must be processed through the Purchasing Department. The Purchasing Agent will submit these as an agenda item for the Commissioners Court approval.

1. Emergency items less than $50,000 will be handled in the same manner as an expedited purchase requisition.

2. Emergency items greater than $50,000 must be placed on the Commissioners Court agenda.

If the requisition requires a formal solicitation the cycle time will be longer.

NOTE: “Cycle time” refers to the time between when a purchase requisition is assigned to a buyer for action and when the actual purchase order is placed with a vendor. Cycle time does not include the time required for delivery, or the time it takes for the approval process from the Auditor and Budget Office.

PURCHASES PROCESSED VIA CHECK REQUEST

If Texas Local Government Code 262.011(d) does not require the Purchasing Agent to purchase a given request, or if Section 262.023 does not require the purchase to be made by competitive bid, then a check request may be submitted to the Auditor's Office for processing.

Examples of purchases that may be submitted on a check request include:

1. Association and Membership Dues
2. Bonds (notary, liability, etc.)
3. Conferences, Seminars, Training
4. Contract Labor
5. Court Appointed Attorney Payments
6. Damages to Non County Property (self insurance)
7. Food and Catering for Meetings
8. Interpreting
9. Licenses and Permits
10. Photo Processing
11. Postage
12. Sponsorships
13. Subscriptions (newspapers and magazines)
14. Travel Expense (including registrations)
15. Utilities (water, gas, cellular phones)
16. Vehicle Inspections

If there are any questions as to whether an item should be on a check request or purchase order, the Purchasing Department should be contacted for that determination.

CHECK REQUEST PROCEDURES

Check requests submitted to the Auditor's Office for processing should include the following information:

1. To whom the check is to be made payable, the mailing address, general ledger account number, and amount.

2. Signature of an authorized individual.

3. Supporting documentation; i.e., invoice, receipts, travel itineraries, seminar agenda, settlement papers, the Commissioners Court Order.

4. The following items also require an executed contract and the Commissioners Court approval:

    a) Professional Services
    b) Real Property Rentals or Leases
    c) Insurance (including employee benefits)
    d) Interlocal Agreements
    e) Depository Agreement

Section 8

PROCEDURES FOR PURCHASES UNDER $50,000

POLICY

For purchases of goods and services totaling less than $50,000, as defined in 262.011(d) of the Texas Local Government Code, the Purchasing Agent is authorized to select the exact goods or services to meet the requirements of the departments. The Purchasing Agent is authorized to select the vendor and to follow all necessary actions to conclude a contract for the purchase of the goods and services, without specific approval of the Commissioners Court in compliance with Texas Local Government Code 262.0245.

CONSIDERATIONS

In selecting the exact goods or services requested by the departments, the Purchasing Agent must consider the following:

1. the stated needs of the department and whether the selected goods or services meet those needs;

2. available information about sources and prices of the goods and services;

3. the delivery requirements of the vendor and department; and

4. any other information that should be considered involving the circumstances of the purchase.

PROCEDURES

Purchasing will make the final determination as to the method of an award based on information provided.

The assigned Buyer will solicit the quotes required based on dollar thresholds and award per the below Purchasing procedures:

1. purchases of less than $1,000.00 required to obtain/solicit a minimum of two (2) quotes, written or verbal. An effort to contact two (2) Historically Underutilized Business (HUB) vendors should be made;

2. purchases from $1,000.00 to $24,999.99 required to obtain/solicit a minimum of (3) to four (4) written quotations. An effort to contact at least three (3) Historically Underutilized Business (HUB) vendors should be made;

3. purchases from $25,000 to $49,999.99 required to obtain or solicit written solicitation including buyer's database, department database, and TVORS database. Specifications will be more formalized utilizing current solicitations boiler plate including references and insurance requirements as needed. **All HUB vendors specific to NIGP codes will be contacted**. Permission, advertising, and court approval are not required, but encouraged;

4. annual contracts from $25,000 to $49,999.99 may be required to obtain/solicit advertising with sealed responses. **All HUB vendors specific to NIGP codes will be contacted**. Permission, advertising, and court approval are required.

Then, if quality and delivery terms meet County needs, the vendor who provides the lowest price will be selected. If the vendor offering the lowest price is not used, a notation will be made to indicate the reason another vendor was selected.

The Purchasing Agent has the authority to deviate from the policy for purchases under $50,000 if it is in the best interests of Tarrant County and if it will facilitate specific County operations.

NOTE: ***If cumulative purchases for a single commodity code are anticipated to exceed $50,000 in a fiscal year, then formal competitive bidding is required, and an annual term contract will be established. Cumulative purchases include Countywide purchases and are not limited to departmental requirements (i.e., office supplies, computer paper, uniforms, furniture, etc.)***

CAUTION: Intentionally separating purchases or invoices to avoid $50,000 formal competitive bidding is a violation of the Purchasing Act as described in Texas Local Government Code 262.034.

MODIFICATIONS

The Purchasing Agent may modify contracts for goods and services that are for less than $50,000 if the modification is in writing and the aggregate cost of the purchases under the contract will not exceed $50,000.

Section 9

COMPETITIVE BIDDING REQUIREMENTS FOR PURCHASES EXCEEDING $50,000

DEFINITIONS

Competitive bidding means the process of inviting and obtaining bids from competing suppliers by which an award is made to the lowest responsive bid from a responsible bidder meeting written specifications.

The Texas Supreme Court described it as follows: "Competitive bidding requires due advertisement, giving the opportunity to bid, and contemplates bidding on the same undertaking upon each of the same material items and services covered by the contract, upon the same thing. It requires that all bidders be placed on the same plane of equality and that they each bid upon the same terms and conditions involved in all the items and services and parts of the contract, and the proposals specify as to all bids the same or substantially similar specifications." (Texas Highway Commission v. Texas Association of Steel Importers Inc. 372 S.W.2d 525,527 (Tex. 1963))

The term, "*formal competitive bidding*" will be used in this manual, and is generally used in public purchasing, when the bidding process is in compliance with Texas Local Government Code, 262.023 and requires approval by a governing board, such as the Commissioners Court.

"*Sealed" bids* (Request for Bid) will be used for contracts exceeding $50,000. The Request for Bid (RFB) will be used to solicit bids from vendors in response to Tarrant County specifications and contractual terms and conditions. A returned, notice of award letter with a valid court order number or the issuance of a purchase order will form the contract between Tarrant County and the vendor.

Formal competitive bidding procedures do not apply to purchases that are made in compliance with the procedures in Sections 8 and 10 through 12.

PURPOSE OF COMPETITIVE BIDDING

The first purpose of competitive bidding is to ensure that public monies are spent properly, legally, and for the least cost. (This is, in fact, the primary goal of public procurement, even when purchases do not require the formal approval of the governing board.)

The second purpose is to give those qualified and responsible vendors who desire to do business with the County, a fair and equitable opportunity to do so. The use of a standard and consistent procurement process provides the public with an assurance that their tax dollars are being spent properly in compliance with Texas Local Government Code 262.0225 .

The Texas Supreme Court states, "Its purpose is to stimulate competition, prevent favoritism, and secure the best work and materials at the lowest practicable price for the best interest of the taxpayer and property owners." *(Texas Highway Commission v. Texas Association of Steel Importers Inc. 372 S.W.2d 525,527 (Tex. 1963))*

PROCEDURES

Formal competitive bidding—which calls for formal approval by the Commissioners Court due to a required expenditure in excess of $50,000—will in Tarrant County, with few exceptions, be accomplished by the following:

PURCHASE REQUISITION: A department request authorizing the Purchasing Department to enter into a contract to purchase goods or services and charge the expenditure to the appropriate department budget. This automated form is for internal use and cannot be used by a department to order material directly from a vendor.

The user department will follow up the permission request with the entry of a purchase requisition into SAP, if applicable. The Purchasing Department will not proceed with a purchase unless the appropriate budget line item includes sufficient unencumbered funds for the purchase and is approved by the Auditor and Budget Office.

BIDDING NOTICE: After the development of specifications of the RFB will be published by the Purchasing Department in compliance with Texas Local Government Code 262.025.

A notice of the intended purchase must be published at least twice within a two-week period by a newspaper of general circulation in the County, with the first day of publication occurring before the 14th day before the date of the bid opening.

The notice must include the following (Texas Local Government Code 262.025):

(1) the specifications describing the item to be purchased or a statement of where the specifications may be obtained;

(2) the time and place for receiving and opening bids and the name and position of the county official or employee to whom the bids are to be sent;

(3) whether the bidder should use lump-sum or unit pricing;

(4) the method of payment by the county; and

(5) the type of bond required by the bidder.

AMENDMENT TO RFB: The Commissioners Court, by law, authorizes the Purchasing Agent to extend the bid opening date. The Purchasing Agent may amend an RFB to clarify the original intent or to correct errors or omissions if the changes are so insignificant that they are not likely to matter to the vendor in determining the price or the ability to respond; if there is no change to the quantity or delivery requirements; and if the amendment does not change the scope of the RFB. There should be at least seven (7) days between the date of the amendment and the opening date specified in the legal advertisement.

RECEIPT OF COMPETITIVE BIDS: The following procedures will be adhered to when receiving bids:

1. All bids will be received by the Purchasing Agent.

2. All bids will be stamped with the time and date received. The "Date Stamp Clock" in the Purchasing Department will serve as the official time clock for the purpose of identifying the date and time bids were received in the Purchasing Department.

3. Bids will not be accepted after the opening time on the date of the bid opening. All bids received after the opening time will be returned unopened to the bidder with a letter from the Purchasing Agent notifying the bidder that the submitted bid was received after the due date and time.

4. The Purchasing Department will record the name of the vendor's representative submitting the bid, as well as the time and date the bid was submitted. If a bid is received by mail, express mail, or courier, the delivery method will be reflected in the record.

5. After bids are received, a secure place will be provided by the Purchasing Department for holding the bids until the opening date. The bids are to be received sealed and shall remain sealed until opened on the advertised date and time by the Purchasing Department in a public forum.

6. On occasion, bids that are received in the mail, or by some other independent carrier, may be inadvertently opened. If this situation occurs, another Purchasing Department staff member will be called immediately to act as a witness that the details of the bid, particularly the price, were not reviewed and that the bid was again sealed by an employee of the Purchasing Department.

The above process will be followed in order to preclude any perception of favoritism or revealing bid prices or information. Having sealed bids publicly received and recording the submission of bids is intended to inhibit any perception that the Purchasing Department is manipulating the receipt of bids.

PUBLIC OPENING OF BIDS: Sealed bids will be opened publicly by the Purchasing Department and will be documented. Copies of bids may be obtained in accordance with the Public Information Act guidelines.

The Purchasing Agent will open the bids on the date, time, and place specified in the legal notice in compliance with Texas Government Code 262.026.

EVALUATION: The Purchasing Department will evaluate all bids, with assistance from the user department, and a recommendation concerning the lowest responsible bid will be made to the Commissioners Court. The Purchasing Department will evaluate bids based on:

1. price;
2. cost of repair and maintenance;
3. cost of delivery and handling;
4. compliance of goods and services with specifications; and
5. vendor's financial stability, ability to perform the contract, the vendor's safety record, if stated in the RFB, and the past performance of that vendor.

The Purchasing Department will provide a copy of the bid results to the user department. A signed memo from the Official, Department Head or Executive Manager of that user department acknowledging agreement with the proposed award recommendation will be included in the presentation to the Commissioners Court. Whenever the lowest bid received is not in the best interest of Tarrant County, clear justification for not selecting the low bid must be documented before being placed on the Commissioners Court agenda.

CONTRACT AWARD: The Purchasing Agent will recommend contract award to the Commissioners Court in session. The Court shall, as defined in Texas Local Government Code 262.027(a):

1. Award the contract to the responsible bidder who submits the lowest and best bid; or
2. Reject all bids and publish a new notice.

If two (2) responsible bidders submit the lowest and best bid, the tie bid will be broken in accordance with the Court Order No. 60616, "Procedure for Awarding Tie Bids." Accordingly, the Purchasing Agent, or designee, shall oversee a coin flip to determine the successful vendor. The buyer responsible for the bid shall flip the coin. The first vendor listed on the tabulation sheet shall be "heads." The second vendor listed on the tabulation sheet shall be "tails." One to two impartial witnesses shall be on hand to determine the results of the coin flip. All participants shall certify the results by signing the tabulation sheet or a similar document.

A contract may not be awarded to a bidder who is not the lowest dollar bidder meeting specifications unless, before the award, each lower bidder is given notice of the proposed award and is given the opportunity to appear before the Commissioners Court to present evidence to refute the award recommendation in compliance with Texas Government Code 262.027(c).

After an award is made, a notice of award will be processed, with copies sent to the appropriate vendor and user departments as outlined in Texas Government Code 262.027(c).

CONTRACT ADMINISTRATION: The user department, unless it is an annual supply contract, will be responsible for monitoring and documenting contractor performance and compliance. All documentation of noncompliance should be shared with the Purchasing Department. If poor performance or noncompliance with the contract occurs, the Purchasing Department will be responsible to initiate corrective action with the vendor.

The Purchasing Agent will take all steps related to obtaining contract compliance but will consult with the Criminal District Attorney's Office before taking any steps towards contract suspension or termination. Before any letters, notices, or other communications related to termination or suspension are sent to the vendor, the contents of these documents must be reviewed by the Criminal District Attorney's Office as the initial steps toward potential litigation.

This aspect of the procurement process is often overlooked and is perhaps one of the most important. To enforce contractual terms, documentation of specific noncompliance must be available. Specific dates, locations, examples, etc., must be documented.

MODIFICATIONS: The Commissioners Court delegates to the Purchasing Agent its authority to modify awarded contracts at any time in writing, if the changes do not increase the price of the contract and are within the general scope of the contract, including a change to any of the following as defined in Texas Local Government Code 262.0305:

1. Drawings, designs, or specifications when the goods to be furnished are to be specially manufactured for Tarrant County in accordance with the drawings, designs, or specifications.
2. Method of shipment or packaging.
3. Place of delivery.
4. Correction of errors of a general administrative nature or other mistake, the correction of which does not affect the price or scope of the contract, and does not result in additional expense to the contractor.

REBIDDING ANNUAL CONTRACTS: The Purchasing Department, via the Purchasing system (Bid Tracking), monitors the expiration dates of all contracts. Purchasing should notify, by memo, user departments at least ninety (90) days before contract expiration and verify whether the goods or services need to be rebid. The user department will return the specifications and quantities sent from the Purchasing Department, with any additions, deletions, or corrections.

Section 10

COMPETITIVE PROPOSALS FOR INSURANCE AND HIGH TECHNOLOGY GOODS AND SERVICES EXCEEDING $50,000

DEFINITIONS

In this section, competitive proposals may be solicited through Request for Proposal (RFP) as defined in Texas Local Government Code 262.030(d).

Formal "sealed" Requests for Proposals (RFP) will be used to procure insurance, high technology goods or services, special services of landscape maintenance, recycling, and travel management that are expected to exceed $50,000. The RFP will solicit proposals from vendors in response to the County's requirements, along with contractual terms and conditions. If a formal contract is required, it must be reviewed by the reviewed by the Criminal District Attorney's Office and approved by the Commissioners Court.

"High technology item" means a service, equipment, or good of a highly technical nature, including:

(*A*) *data processing equipment and software and firmware used in conjunction with data processing equipment;*

(B) telecommunications, radio, and microwave systems;

(C) electronic distributed control systems, including building energy management systems; and

(D) technical services related to those items. (Texas Local Government Code 262.022)

PROCEDURES

Competitive proposals for insurance, high technology goods and services, and special services will be accomplished by the following (see Section 11 for additional procedures that may be used when purchasing computer hardware, software, and related services):

PURCHASE REQUEST: A simple memo submitted to the Purchasing Agent, signed by the Official, Department Head, or Manager, will serve as the initial requisition. The memo should include budget line items from which the purchase will be funded or another explanation that is acceptable to the Purchasing Department about how funding will be attained before the process will begin. Requirements should also be attached to that memo, and, if they are not, both Purchasing and the user department will jointly develop the RFP requirements.

The user department will follow up the memo request with an entry of a requisition into the SAP system.

NOTICE: After receipt of the initial memo and funding information (if available) is received, the Purchasing Department will then place an item on the Commissioners Court agenda seeking permission to process that particular RFP. If the RFP is for high technology goods or services, the Information Technology Department must be involved in this review process reference Court Order No. 59639.

A notice of the proposed purchase must be published at least twice within a two-week period by a newspaper of general circulation in the County, with the first day of publication occurring the 14th day before the date of the RFP opening. If necessary, advertising time can be extended.

The notice must include the following (Texas Local Government Code 262.025):

(1) the specifications describing the item to be purchased or a statement of where the specifications may be obtained;

(2) the time and place for receiving and opening bids and the name and position of the county official or employee to whom the bids are to be sent;

(3) whether the bidder should use lump-sum or unit pricing;

(4) the method of payment by the county; and

(5) the type of bond required by the bidder.

RECEIPT OF COMPETITIVE PROPOSALS: The following procedures will be adhered to when receiving proposals:

1. All proposals will be received by the Tarrant County Purchasing Department.2. All proposals will be stamped with the time and date received. The “Date Stamp Clock” in the Purchasing Department will serve as the OFFICIAL time clock for the purpose of identifying the date and time proposals were received in this office.

3. PROPOSALS will not be accepted after the opening time on the date of proposal opening. All proposals received after the opening time will be returned unopened to the respondent with a letter from the Purchasing Agent notifying them that the proposal submitted was received subsequent to the due date and time.

4 The Purchasing Department will record the name of the vendor submitting the proposal, as well as the time and date the proposal was submitted. If a proposal is received by mail, express mail, or courier, the delivery method will be reflected in the record.

5. After the proposals are received, a secure place will be provided by the Purchasing Department for holding the proposals until the proposal opening. All proposals are to be received sealed, and shall remain sealed until opened on the advertised date and time by the Purchasing Department in a public forum.

6. On occasion, proposals that are received in the mail, or by some other independent carrier, may be inadvertently opened. If this situation occurs, another Purchasing Department staff member will be called immediately to act as a witness that the details of the proposal, particularly the evaluation criteria, were not reviewed. The proposal would then be resealed by an employee of the Purchasing Department.

The above process will be followed in order to preclude any perception of favoritism or revealing any proposal information. Having sealed proposals publicly received, and recording the submission of proposals, is intended to inhibit any perception that the Purchasing Department is manipulating the receipt of proposals.

OPENING OF PROPOSALS: Sealed proposals will be opened by the Purchasing Department and will be documented. Proposals are not opened publicly. Only the names of vendors submitting proposals will be announced. The Purchasing Department will open the proposals on the date specified in the legal notice. The date specified in the legal notice may be extended by the Purchasing Department.

Proposals shall be opened to avoid disclosure of contents to competing Respondents and kept secret during the process of negotiation. All Proposals that have been submitted shall be open for public inspection after the contract is awarded, except for trade secrets and confidential information contained in the proposals and identified as such, which will be kept closed pending a ruling by the Texas Attorney General.

EVALUATION: The Purchasing Department will evaluate all proposals, with assistance from the user department, occupant department, Information Technology Department if applicable, or the appropriate committee. Purchasing will then request written confirmation in support of the recommended awardee and make a formal recommendation to the Commissioners Court for approval.

All requests for proposals (RFP) must specify the appropriate evaluation criteria necessary to make an unbiased award recommendation.

NEGOTIATION: All negotiations will be supervised by the Purchasing Department. Any conversations with vendors must be in coordination with the Purchasing Department, and a member of that department should be present for all discussions with vendors. Departments contacting vendors without coordinating with the Purchasing Department risk jeopardizing the integrity of the County procurement process.

CONTRACT AWARD: The award of the contract shall be made by the Commissioners Court to the responsible vendor whose proposal is determined to be the best evaluated offer resulting from negotiation, if necessary, and taking into consideration the relative importance of price and other evaluation factors set forth in the Request for Proposals (RFP).

CONTRACT ADMINISTRATION: The user department will be responsible for monitoring and documenting contractor performance and compliance. All documentation of noncompliance must be shared with Purchasing. If poor performance or noncompliance with the contract is evidenced, Purchasing will be responsible to initiate corrective action with the vendor.

The Purchasing Agent will take all steps related to obtaining compliance with the contract but will consult with the Criminal District Attorney's Office before taking any steps toward suspension or termination of the contract. Before any letters, notices, and other communications related to termination or suspension are sent to the vendor, the contents of these should be reviewed by the Criminal District Attorney's Office and the Auditor's Office as the initial steps toward potential litigation.

This aspect of the County procurement process is often overlooked and is perhaps one of the most important. To enforce contractual terms, documentation of specific noncompliance must be available. Specific noncompliance issues, dates, locations, examples, etc., must be documented.

MODIFICATIONS: The Commissioners Court delegates to the Purchasing Agent its authority to modify contracts awarded under this section at any time in writing, if the changes do not increase the contract price and are within the general scope of the contract, including change to any of the following in compliance with Texas Local Government Code 262.0305:

1. Drawings, designs, or specifications when the goods to be furnished are to be specially manufactured for Tarrant County in accordance with the drawings, designs, or specifications.

2. Method of shipment or packaging.

3. Place of delivery.

4. Correction of errors of a general administrative nature or other mistake, the correction of which does not affect the scope of the contract, and does not result in additional expense to the contractor.

Section 11

STATE CONTRACT PURCHASES

INTRODUCTION

Sections 271.081 through 271.083 of the Texas Local Government Code require the State Purchasing and Statewide Procurement Division (SPD) to establish a local government purchasing program and authorizes Tarrant County to participate in the program.

The first allows purchasing from vendors with which the State has entered into contracts as a result of competitive bidding procedures. These are referred to as State Contract purchases. The second is the TXMAS Program. The Statewide Procurement Division (SPD) has established, as an alternative purchasing method, the use of Texas Multiple Award Schedule (TXMAS) contracts that have been developed from contracts that have been competitively awarded by the federal government or any other governmental entity of any state in compliance with Texas Government Code 2155.502. As the responsible federal entity, the General Services Administration (GSA) Federal Supply Service awards Federal Supply schedule contracts by competitive procurement procedures for more than 50 schedules that cover multiple commodities and services. These prices reflected on GSA schedule contracts are the Most Favored Customer (MFC) prices and the maximum price allowable. TXMAS contracts take advantage of the MFC pricing and under certain circumstances, an agency or local government entity may negotiate a lower price for goods or services offered on a schedule contract. A “best value” purchase can be made by following the TXMAS purchasing procedures. These laws are located in Texas Government Code, Chapter 791.

POLICY

Tarrant County participates in the purchasing program of the State Purchasing and Statewide Procurement Division (SPD) for local governments.

OFFICIAL REPRESENTATIVE

The Purchasing Agent is designated to act for Tarrant County at the direction of the Commissioners Court in all matters relating to the purchasing program, including the purchase of goods and services from any vendor under contract. Tarrant County is responsible for making direct payments to the vendor.

PROCEDURE

The Purchasing Agent is responsible for submitting requisitions to the Comptroller under any contract or electronically sending purchase orders directly to the vendor and reports to the Comptroller on actual purchases in compliance with the Comptroller’s regulations. The Purchasing Agent is responsible for vendors’ compliance with all the conditions of delivery and quality of the purchased goods and services. The Purchasing Agent is authorized to sign and deliver all necessary documents for purchases under this program made on behalf of Tarrant County.

CONTRACT AWARD

The award of any contract from the State contracts catalog including the Department of Information Resources (DIR) as well as Purchasing Cooperatives including but not limited to, BuyBoard, and the Omnia Partners, Public Sector shall be in writing, approved and signed by either the Purchasing Agent—if less than $50,000—or the Commissioners Court—if more than $50,000—prior to any services being rendered. The Commissioners Court authorizes the Purchasing Agent to execute any contract for State contract purchases, the Department of Information Resources and Purchasing Cooperatives that are procured in compliance with this section if the cost of the contract does not exceed $50,000.

An exemption exists for purchases made as a result of Interlocal agreements with other governmental agencies. Regardless of the cost involved, this type of purchase does not require presentation to and approval by the Commissioners Court.

CONTRACT MODIFICATIONS

It is the policy of Tarrant County that all change orders must be processed through the Purchasing Department as defined in Texas Local Government Code 262.031:

> *(a) If it becomes necessary to make changes in plans, specifications, or proposals after a contract is made or if it becomes necessary to increase or decrease the quantity of items purchased, the commissioners court may make the changes. However, the total contract price may not be increased unless the cost of the change can be paid from available funds.*
>
> *(b) If a change order involves an increase or decrease in cost of $50,000 or less, the commissioners court may grant general authority to an employee to approve the change orders. However, the original contract price may not be increased by more than 25 percent unless the change order is necessary to comply with a federal or state statute, rule, regulation, or judicial decision enacted, adopted, or rendered after the contract was made. The original contract price may not be decreased by 18 percent or more without the consent of the contractor.*

CONTRACT ADMINISTRATION

The user department will be responsible for monitoring and documenting contractor performance and compliance. All documentation of noncompliance must be shared with Purchasing. If poor performance or noncompliance with the contract is evidenced, Purchasing will be responsible to initiate corrective action with the vendor.

The Purchasing Agent will take all steps related to obtaining compliance with the contract but will consult the Criminal District Attorney's Office before taking any action on the contract. Before any letter, notices, or other communication related to termination or suspension are sent to the contractor, the contents of these should be reviewed by the Criminal District Attorney's Office as the initial steps toward potential litigation.

This aspect of the County procurement process is often overlooked and is perhaps one of the most important. To enforce contractual terms, documentation of specific noncompliance must be available. Specific noncompliance issues, dates, locations, examples, etc., must be documented.

TEXAS PROCUREMENT AND SUPPORT SERVICES (TXMAS)

AUTHORITY

The Statewide Procurement Division (SPD) has established, as an alternative purchasing method, the use of Texas Multiple Award Schedule (TXMAS) contracts that have been developed from contracts that have been competitively awarded by the federal government or any other governmental entity of any state. As the responsible federal entity, the General Services Administration (GSA) Federal Supply Service awards Federal Supply schedule contracts by competitive procurement procedures for more than 50 schedules that cover multiple commodities and services. These prices reflected on GSA schedule contracts are the Most Favored Customer (MFC) prices and the maximum price allowable. TXMAS contracts take advantage of the MFC pricing and under certain circumstances, an agency or local government entity may negotiate a lower price for goods or services offered on a schedule contract. A "best value" purchase can be made by following the TXMAS purchasing procedures. Government Code.

POLICY

Tarrant County will purchase goods or services from the TXMAS in fulfillment of the competitive bidding requirements. The County will determine that all purchases or leases are based on the best available and are in the County's best interest.

CONTRACT AWARD

The award of any contract from TXMAS should be in writing, approved and signed by either the Purchasing Agent—if less than $50,000—or the Commissioners Court—if $50,000 or more—prior to any services being rendered. The Commissioners Court authorizes the Purchasing Agent to execute any contracts for TXMAS that are procured in compliance with this section if the cost of the contract does not exceed $50,000. In either event, the requisition process initiates the transaction.

CONTRACT MODIFICATIONS

It is the policy of Tarrant County that all change orders must be processed through the Purchasing Department in compliance with Texas Local Government Code 262.031:

(a) If it becomes necessary to make changes in plans, specifications, or proposals after a contract is made or if it becomes necessary to increase or decrease the quantity of items purchased, the commissioners court may make the changes. However, the total contract price may not be increased unless the cost of the change can be paid from available funds.

(b) If a change order involves an increase or decrease in cost of $50,000 or less, the commissioners court may grant general authority to an employee to approve the change orders. However, the original contract price may not be increased by more than 25 percent unless the change order is necessary to comply with a federal or state statute, rule, regulation, or judicial decision enacted, adopted, or rendered after the contract was made. The original contract price may not be decreased by 18 percent or more without the consent of the contractor.

CONTRACT ADMINISTRATION

The user department will be responsible for monitoring and documenting contract performance and compliance. All documentation of noncompliance must be shared with Purchasing. If poor performance or noncompliance with the contract is evidenced, Purchasing will be responsible to initiate corrective action with the vendor.

The Purchasing Agent will take all steps related to obtaining compliance with the contract but will consult the Criminal District Attorney's Office before taking any action on the contract. Before any letter, notices, or other communications related to termination or suspension are sent to the vendor, the contents of these should be reviewed by the Criminal District Attorney's Office and the Auditor's Office as the initial steps toward potential litigation.

This aspect of the County procurement process is often overlooked and is, perhaps, one of the most important. To enforce contractual terms, documentation of specific noncompliance must be available. Specific noncompliance issues, dates, locations, examples, etc., must be documented.

Section 12

PURCHASING OF PROFESSIONAL SERVICES

INTRODUCTION

This is the most difficult section to explain due to the various laws that define (or do not define) professional services and which dictate how these services are to be purchased. The two (2) principal laws with which the Purchasing Agent must comply when procuring professional services are the Professional Services Procurement Act, Chapter 2254, Subchapter A and the County Purchasing Act.

There are two (2) kinds of professional services:

1. Professional services specifically defined under the Professional Services Procurement Act as defined by Texas Local Government Code 2254, Subchapter (a); and

2. Professional services that are not specifically defined under either the Professional Services Procurement Act or the County Purchasing Act and which must be obtained in compliance with the County Purchasing Act. The Purchasing Agent must rely on court cases and Attorney General opinions to determine what services are included in these "other" professional services.

PURPOSE

The Purchasing Department may contract for professional services only if funds are budgeted for that purpose and confirmed by the Auditor and Budget Office, or the solicitation is approved by the Commissioners Court.

PROFESSIONAL SERVICES PROCUREMENT ACT

DEFINITION

Professional services are defined in Texas Local Government Code 2254 under the Professional Services Act as:

1. Services within the scope of the practice, as defined by state law, of accounting, architecture, landscape architecture, land surveying, medicine, optometry, professional engineering, real estate appraising, professional nursing;

2. Services provided in connection with the professional employment or practice of a person who is licensed or registered as a certified public accountant, an architect, a landscape architect, a land surveyor, a physician including a surgeon, an optometrist, a professional engineer, a state certified or state licensed real estate appraiser, a registered nurse.

The Act states that contracts for the purchasing of these professional services may not be awarded on the basis of price. Instead, services must be awarded on the basis of demonstrated competence and qualifications.

REQUEST FOR QUALIFICATIONS (RFQ)

To ensure vendors a fair and equitable opportunity to do business with Tarrant County, and to ensure that the services of the most qualified professional are obtained, the Commissioners Court has directed that professional services be purchased by using the Request for Qualifications (RFQ) process.

PROCEDURES

Departments shall forward a memo to the Purchasing Agent when professional services are required. The memo will identify the following:

1. Scope of work
2. Qualifications and experience requirements
3. Time frames
4. Budgeted amount and budget line items
5. Suggested professionals

Based on the information provided in the memo, applicable State laws, and all relevant facts, the Purchasing Agent will determine if a formal RFQ or an informal procurement process will be implemented.

If, as a result of an RFQ, Tarrant County enters into contracts with more than one (1) qualified professional, thereby creating a pool of professionals, then the Purchasing Department must ensure that an RFQ is distributed at least once every three (3) years in order that newly qualified professionals may be added to the pool.

Unless specifically exempted by the Commissioners Court by Texas Local Government Code 262.024, all professional services anticipated to cost over $50,000 will be procured using the formal RFQ process. Any exemption situations will be submitted to the Commissioners Court by the Purchasing Agent. Unless there is an urgent need for the services, exemptions will be submitted to the Commissioners Court for approval before selecting and negotiating with any vendor.

When procuring professional services, Tarrant County will use a two (2) step selection process. First, the Purchasing Agent, Official, or Manager will recommend to the Commissioners Court vendors capable of performing the service on the basis of demonstrated competence and qualifications via an RFQ. Next, the Purchasing Agent, Official, or Manager will then enter into negotiations on a contract at a fair and reasonable price.

If Tarrant County is unable to negotiate a satisfactory contract with the highest ranking most highly qualified vendor, negotiations will formally end with that person or firm. The next most highly qualified vendor will then be asked to negotiate. Negotiations are continued in this sequence until a contract is finalized.

If any contract is entered into with one of the above mentioned professionals on the basis of a competitive bid, it is contrary to State law and County policy and is void.

CONTRACT MODIFICATIONS

It is the policy of Tarrant County that change orders, except for Facilities related construction contracts, be processed through the Purchasing Department in compliance with Texas Local Government Code 262.031:

> *(a) If it becomes necessary to make changes in plans, specifications, or proposals after a contract is made or if it becomes necessary to increase or decrease the quantity of items purchased, the commissioners court may make the changes. However, the total contract price may not be increased unless the cost of the change can be paid from available funds.*
>
> *(b) If a change order involves an increase or decrease in cost of $50,000 or less, the commissioners court may grant general authority to an employee to approve the change orders. However, the original contract price may not be increased by more than 25 percent unless the change order is necessary to comply with a federal or state statute, rule, regulation, or judicial decision enacted, adopted, or rendered after the contract was made. The original contract price may not be decreased by 18 percent or more without the consent of the contractor.*

PURCHASING ACT

"OTHER" DEFINED SERVICES

As defined in this manual "other" personal or professional services are those services usually referred to as a professional service, but not specifically defined or covered in the Professional Services Procurement Act. Examples include computer programmers, lawyers, facilitators, etc. Various court opinions have defined these "other" professional services as services requiring technical skill and expertise; labor and skill which is predominately mental or intellectual, rather than physical or manual; or, a special skill and experience. "Other" personal services have been defined as services that must be performed by a particular person and, by the terms of the contract, no substitutions are allowed.

REQUEST FOR SERVICES (RFS)

To ensure vendors a fair and equal opportunity to do business with Tarrant County, and to ensure the services of the most qualified person or professional, "other" personal or professional services must be procured using the Request for Services (RFS) process except when the contract will be for less than $50,000, unless the Commissioners Court approves another procedure.

PROCEDURES

Departments must forward a memo to the Purchasing Agent when “other” personal or professional services are required. The memo will identify the following:

1. Scope of work
2. Qualifications and experience requirements
3. Project description
4. Time frames
5. Budgeted amount and budget line items
6. Suggested persons or professionals
7. Selection criteria

Based on the anticipated costs, information provided in the memo, applicable State law, and all relevant facts, the Purchasing Agent will make a determination as to whether a formal RFS or an informal procurement process will be implemented or a formal RFS will be recommended to the Commissioners Court.

If, as a result of an RFS, Tarrant County enters into contracts with several professionals to provide services needed from a professional pool arrangement, the user department must ensure that an RFS is distributed at least once every three (3) years so that newly qualified professionals may be added to the pool.

In selecting vendors to provide “other” personal or professional services, a department should base its choice on demonstrated competence, knowledge, qualifications, and the reasonableness of the proposed fee for services, as specified in the RFS.

Unless specifically exempted by the Commissioners Court, all personal or professional services anticipated to cost over $50,000 will be procured using the formal RFS process. All exemption requests will be submitted to the Commissioners Court by the Purchasing Department. Unless there is an urgent need for the services, the exemption request will be submitted to the Commissioners Court for approval before selecting and negotiating with any vendors.

DISCLOSURE OF FORMER EMPLOYEES

A person who offers to provide personal or professional services to a department who has been employed by the County at any time during the two (2) years before the making of the offer shall disclose in the offer:

1. The nature of the previous employment in the department;
2. The date the employment was terminated; and
3. The annual rate of compensation at the time of termination.

WRITTEN CONTRACT OR CHANGE ORDERS

Any contract for "other" personal or professional services shall be in writing, approved and signed by the Commissioners Court or its authorized person prior to any services being rendered. The Purchasing Agent will determine which person or professional is selected based on the user department recommendation. The Commissioners Court authorizes the Purchasing Agent to execute any contracts for "other" personal or professional services that are procured in compliance with the Purchasing Act and in which the cost of services does not exceed $50,000. The Auditor and Budget Office must verify that the goods and services sought have been approved by the Commissioners Court in the budget process and adequate funds are available, and the Criminal District Attorney's Office must review the contract.

CONTRACT MODIFICATIONS

It is the policy of Tarrant County that change orders, except for Facilities related construction contracts, be processed through the Purchasing Department in accordance with requisition procedures:

(a) If it becomes necessary to make changes in plans, specifications, or proposals after a contract is made or if it becomes necessary to increase or decrease the quantity of items purchased, the commissioners court may make the changes. However, the total contract price may not be increased unless the cost of the change can be paid from available funds.

(b) If a change order involves an increase or decrease in cost of $50,000 or less, the commissioners court may grant general authority to an employee to approve the change orders. However, the original contract price may not be increased by more than 25 percent unless the change order is necessary to comply with a federal or state statute, rule, regulation, or judicial decision enacted, adopted, or rendered after the contract was made. The original contract price may not be decreased by 18 percent or more without the consent of the contractor.

1. The Purchasing Agent is authorized to execute change orders in which the cost of services does not exceed $50,000 in the aggregate, or twenty-five percent (25%) of the original contract amount, whichever is less.

2. Any change orders that result in a contract exceeding $50,000 in the aggregate must be approved by the Commissioners Court.

Section 13

CONSTRUCTION PURCHASING

PURCHASING STATUTES

Section 262.011(e) of the Texas Local Government Code states that "The County Purchasing Agent shall supervise all purchases made on competitive bid."

Section 271.024 of the Texas Local Government Code states that "to award a contract for the construction, repair, or renovation of a structure, road, highway, or other improvement or addition to real property on the basis of competitive bids, and if the contract requires the expenditure of more than $50,000, bidding on the contract must be accomplished in the manner provided by this subchapter."; and, Section 271.0245 of the Texas Local Government Code details additional competitive procedures.

ARCHITECTURAL AND ENGINEERING SERVICES

When procuring architectural or engineering services, Tarrant County will use a two-step selection process as stated in Texas Local Government Code 2254.004:

"(a) In procuring architectural, engineering, or land surveying services, a governmental entity shall:

> (*1) first select the most highly qualified provider of those services on the basis of demonstrated competence and qualifications; and*
>
> *(2) then attempt to negotiate with that provider a contract at a fair and reasonable price.*

(b) If a satisfactory contract cannot be negotiated with the most highly qualified provider of architectural, engineering, or land surveying services, the entity shall:

> *(1) formally end negotiations with that provider;*
>
> *(2) select the next most highly qualified provider; and*
>
> *(3) attempt to negotiate a contract with that provider at a fair and reasonable price.*

(c) The entity shall continue the process described in Subsection (b) to select and negotiate with providers until a contract is entered into."

If any contract is entered into with one of the above mentioned professionals on the basis of a competitive bid, it is contrary to State law and County policy, and is void.

PURCHASING SUPERVISION

Construction purchasing will be consistent with other procurement procedures as defined in this manual and in accordance with the pertinent statutes. The Purchasing Agent will supervise all construction purchases, and all competitive bids will be accompanied by the following:

PURCHASE REQUISITION: A memo will be submitted to the Purchasing Agent, signed by the Official, Department Head, or Executive Manager. This memo will serve as the initial notification that a competitive bid is needed, and this project will be placed on the Commissioners Court agenda for approval to bid. After the approval, the process has been completed in the Commissioners Court and prior to developing the specifications, the user department should contact the Senior Contracts Administrator to obtain a Request for Bid (RFB) number and contract number, when applicable. The specifications will include the statutory Worker's Compensation provision in the appropriate format. A draft copy of the plans and specifications should also be submitted with the original notification memo. The specifications will be reviewed and approved by the Purchasing Department, for compliance with the Purchasing Act, and by the Criminal District Attorney's Office prior to the user department submitting them to the printer for copies.

Purchasing should be provided a minimum of five (5) business days for review of the plans and specifications. During this time, Purchasing will confer with the user department to establish dates and times for a pre-bid conference (mandatory or nonmandatory), bid opening, and pre-construction conference. An RFB number or contract number will be assigned to the project at this time by the Purchasing Department, if not already assigned.

BIDDING NOTICE**:** The Purchasing Department will publish the legal advertisement for bid, according to Texas Local Government Code 271.025, which must include the following:

> *"(a) The governmental entity must advertise for bids. The advertisement for bids must include a notice that:*
>
> *(1) describes the work;*
>
> *(2) states the location at which the bidding documents, plans, specifications, or other data may be examined by all bidders; and*
>
> *(3) states the time and place for submitting bids and the time and place that bids will be opened."*

The legal notice must be published at least once a week for two (2) consecutive weeks in a newspaper of general circulation in Tarrant County, with the date of the first publication fourteen (14) days before the date set for the public bid opening.

CONSIDERATION OF SAFETY RECORDS:

"Texas Local Government Code 271.0275 and 262.0275 states:

In determining who is a responsible bidder, the governmental entity may take into account the safety record of the bidder, of the firm, corporation, partnership, or institution represented by the bidder, or of anyone acting for such a firm, corporation, partnership, or institution if:

(1) the governing body of the governmental entity has adopted a written definition and criteria for accurately determining the safety record of a bidder;

(2) the governing body has given notice to prospective bidders in the bid specifications that the safety record of a bidder may be considered in determining the responsibility of the bidder; and

(3) the determinations are not arbitrary and capricious."

The definition and criteria for determining the safety record of a bidder for this consideration shall be:

1. If the bidder in response to questions in the safety record questionnaire reveals more than two (2) cases in which final orders have been entered by the Occupational Safety and Health Review Commission (OSHRC) against the bidder for serious violations of OSHA regulations within the last three (3) years, the County may determine whether to disqualify the bidder.

2. If the bidder in response to the questions in the safety record questionnaire reveals more than one (1) case in which the bidder has received citations for violations of environmental protection laws or regulations within the past three (3) years, the County may determine whether to disqualify the bidder. Environmental protection agencies include the Environmental Protection Agency (EPA), Texas Natural Resource Conservation Commission (TNRCC) and its past associated agencies, the Texas Water Commission, Texas Department of Health, Texas Control Board, and similar regulatory agencies of other states. Citations will include notice of violation, suspension/revocation of state or federal licenses or registrations, fines assessed pending criminal complaints, indictments or convictions, administrative orders, draft orders, final orders, and judicial final judgments.

3. If the bidder in response to the questions in the safety record questionnaire reveals that the bidder has been convicted of a criminal offense within the past ten (10) years that resulted in serious bodily harm or death, the County will determine whether to disqualify the bidder.

BONDING REQUIREMENTS: No bonds may be required for construction contracts that are less than $50,000.

BID BONDS: Bid bonds will not be required for construction contracts that are less than $50,000.

For a construction project on bid price over $50,000, the contractor may be requested to furnish, with the bid, a cashier's check or bidder's bond payable to Tarrant County in an amount of not less than five percent (5%) of the largest possible total of the bid submitted, and is subject to forfeit in the event the successful bidder fails to execute the contract documents within ten (10) days after the contract has been awarded.

POWER OF ATTORNEY: The attorney-in-fact who signs bid or contract bonds must file with each bond a certified and current copy of the power of attorney.

PERFORMANCE BONDS: For all contracts in excess of $100,000 for the construction, repair, or alteration of a public work, or the prosecution of completion of any public work, the contractor, before commencing work, must execute a performance, bond that:

1. is payable to Tarrant County, Texas;
2. is in the full amount of the contract;
3. is executed upon faithful performance of the work in accordance with the plans, specifications, and contract documents;
4. is solely for the protection of the County;
5. is executed by a corporate surety or sureties in accordance with the Insurance Code; and
6. is in a form approved by the Commissioners Court.

Any performance bond that is furnished by a contractor in attempted compliance with the requirements of Texas Government Code Annotated, Ch. 2253, will be construed as in conformity with that chapter in relation to rights created, limitations on the bond, and remedies provided.

PAYMENT BONDS: For all contracts in excess of $25,000 for the construction, repair, or alteration of a public work, or the prosecution of completion of any public work, the contractor, before commencing work, must execute a payment bond that:

1. is solely for the protection of all claimants supplying labor and materials in the performance of work provided in the contract;
2. is payable to Tarrant County, Texas, for the use of these claimants;
3. is in the full amount of the contract;
4. is executed by a corporate surety or sureties in accordance with the Insurance Code; and
5. is in a form approved by the Commissioners Court.

Payment bonds must be effective from commencement of performance until the end of the fourth month after all items of work for the project are completed unless releases are obtained from all subcontractors and material men. Any payment bond that is furnished by a contractor in attempted compliance with the requirements of Texas Government Code, Ch. 2253, will be construed as in conformity with that chapter in relation to rights created, limitations on the bond, and remedies provided.

Section 262.032 of Texas Local Government code details bond requirements outside of Texas Government Code 2253.

EXAMINATION OF EXISTING PREMISES: It is understood and agreed that the contractor has by careful examination satisfied himself as to the nature and location of the work, the character and quality of the materials to be encountered, the character of equipment and facilities needed preliminary to and during the prosecution of the work, the general and local conditions, and all other matters which can in any way affect the work under this contract. No verbal agreement or conversation with any officer, agent, or employee of the County, either before or after the execution of this contract, shall affect or modify any of the terms or obligations herein contained. The bid shall be based only on the specifications, supplemented by the affecting conditions.

INSURANCE:

A. The contractor shall take out, pay for, and maintain at all times during the prosecution of the work under the contract, the following forms of insurance, in carriers acceptable to and approved by Tarrant County:

   1. Worker's Compensation – statutory.

   2. Employer's Liability - $500,000.

   3. Comprehensive Commercial General Liability:

      a) Bodily Injury/Personal Injury - $1,000,000 per occurrence;
         $2,000,000 aggregate

      b) Property damage - $1,000,000 aggregate.

   4. Automobile Liability:

      a) Bodily Injury - $500,000 per accident or $500,000 aggregate;

      b) Property damage - $100,000 each occurrence.

   5. Contractual Liability – same limits as above.

B. The County reserves the right to review the insurance requirements during the effective period of the contract and to require adjustment of insurance coverage and their limits when deemed necessary and prudent by the County based upon changes in statutory law, court decisions, or the claims history of the industry as well as the contractor.

C. Required Insurance Provisions:

1. Proof of Carriage of Insurance – All certificates of insurance will be required in duplicate and filed with the Purchasing Agent and the Budget and Risk Management Department located at 100 East Weatherford Street, Suite 305 Fort Worth, Texas 76196.

2. All certificates shall provide Tarrant County with an unconditional thirty (30) days written notice in case of cancellation or any major change.

3. As to all applicable coverage, certificates shall name Tarrant County and its officers, employees, and elected representatives as an additional insured.

4. All copies of certificates of insurance shall reference the project name and bid number for which the insurance is being supplied.

5. The contractor agrees to waive subrogation against Tarrant County, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent it may be covered by the proceeds of insurance.

6. The Contractor/Vendor is responsible for making sure any sub-contractor(s) performing work under this agreement has the required insurance coverage(s) and supplies Tarrant County with the proper documents verifying the coverage.

INDEMNIFICATION. The Contractor agrees to fully indemnify and save whole and harmless the County of Tarrant from all costs or damages arising out of any real or asserted claim or cause of action against it of whatsoever kind or character and in addition, from any and all costs or damages arising out of any wrongs, injuries, demands or suits for damages, either real or asserted, claimed against it that may be occasioned by any act, omission, neglect or misconduct of the said Contractor, his agents, servants, and employees.

PRE-BID CONFERENCE: the Purchasing Department will ensure that purchasing procedures are followed, as stated in Texas Local Government Code 262.0256, and the user department will provide technical information and ensure that technical standards are upheld. Purchasing will schedule the pre-bid conference and will assist in conducting the conference to the following extent:

1. Have all representatives sign the attendance roster.
2. Provide a brief introduction describing the project title, magnitude, and performance period.
3. Indicate whether there have been any addenda issued and if so, ensure all representatives have received a copy.
4. Discuss the role of Purchasing in the procurement and administration process.
5. Discuss Disadvantaged Business Enterprise (DBE) expectations or requirements as outlined in the appropriate section of the specifications.
6. Have the project engineer or architect discuss the specifics of the project to include a review of the plans and specifications, allowing for a question and answer session.
7. Determine any issues discussed that require the issuance of an addendum. All addenda will be issued by the Purchasing Department and will only be issued if there are at least seven (7) days between the date of the addendum and the specified opening date. Shorter time frames will automatically delay the bid opening by at least one (1) full week. The user department will provide Purchasing with the technical documentation (i.e., changes/additions to the plans or specifications). Purchasing will be responsible for posting the addendum.

A mandatory pre-bid conference may be employed to ensure that vendors attend conference to become aware of important facts and enforce that only attendees be eligible for award, as stated in 262.027 (f), which states, *"Notwithstanding any other requirement of this section, the commissioners court may condition acceptance of a bid on compliance with a requirement for attendance at a mandatory pre-bid conference under Section 262.0256."*

RECEIPT OF COMPETITIVE BIDS: The following procedures will be adhered to when receiving bids:

1. All bids will be received by the Tarrant County Purchasing Department.
2. All bids will be stamped with the time and date received. The "Date Stamp Clock" in the Purchasing Department will serve as the OFFICIAL time clock for the purpose of identifying the date and time bids were received in this office.
3. BIDS will not be accepted after the opening time on the date of bid opening. All bids received after the opening time will be returned unopened to the bidder with a letter from the Purchasing Agent notifying them that the bid submitted was received subsequent to the due date and time.
4. After the bids are received, a secure place will be provided by the Purchasing Department for holding the bids until the bid opening. All bids are to be received sealed and shall remain sealed until opened on the advertised date and time by the Purchasing Department in a public forum.
5. On occasion, bids that are received in the mail, or by some other independent carrier, may be inadvertently opened. If this situation occurs, another Purchasing Department staff member will be called immediately to act as a witness that the details of the bid, particularly the price, were not reviewed. The bid would then be resealed by an employee of the Purchasing Department.

The above process will be followed in order to preclude any perception of favoritism or revealing bid prices or information. Having sealed bids publicly received and recording the submission of requested bids is intended to inhibit any perception that the Purchasing Department is manipulating the receipt of bids.

PUBLIC BID OPENINGS: Sealed bids will be opened publicly by the Purchasing Department and will be documented as stated by Texas Government Code 271.026. The Purchasing Department will be responsible for creating the tabulation. The Purchasing Department will post on the Tarrant County website for distribution to the general public.

The Purchasing Agent will open the bids on the date, time, and place specified in the notice. The date specified in the legal notice may be extended by the Purchasing Agent if an error is discovered in the original specifications and an addendum is issued to make the necessary corrections. A bid that has been opened may not be changed for the purpose of correcting an error in the bid price.

BID EVALUATIONS: The Purchasing Department will evaluate all bids, with assistance from the user department, and a joint recommendation will be made to the Commissioners Court. Purchasing will include an Email with permission from the Purchasing Agent or a signed memo from the user department stating bid acceptance and any other documentation as agenda backup material. The Purchasing Department will be responsible for placing the item on the agenda for the Commissioners Court.

Evaluation of bids will be based on the following factors:

1. the relative prices of the bids, including the cost of repair and the cost of delivery and hauling;

2. compliance of goods and services offered with the bid specifications; and

3. the responsibility of the vendor, including the vendor's safety record, if the Commissioners Court has adopted a definition of safety that is included in the bid, and the vendor's past performance.

When the lowest priced bid is not the best bid, clear justification for not selecting the lowest bidder must be documented to the Court. This recommendation will be support by clear and concise documentation from the user department that explains the rationale for awarding to other than the lowest bidder. A joint review of the bid by the user department and the Purchasing Department is required.

CONTRACT AWARD: The Purchasing Department will recommend the contract award to the Commissioners Court in session. The Court shall, as defined in Texas Local Government Code 262.027(a):

1. Award the contract to the responsive and responsible bidder who submits the lowest and best bid; or

2. Reject all bids and publish a new legal notice.

If two (2) responsive and responsible bidders submit the lowest and best bid, the Purchasing Agent will determine the award recommendation in accordance with the Commissioners Court Order No. 60616, Procedure for Awarding Tie Bids, which is accomplished by a coin toss to decide the successful vendor for award as described in Texas Local Government Code 262.027(b).

As described in Texas Local Government Code 262.027(c), a contract may not be awarded to a bidder who is not the lowest responsive and responsible bidder meeting specifications unless, before the award, each lower bidder is given notice of the proposed award and is given an opportunity to appear before the Commissioners Court and present evidence to dispute that recommendation. After an award, the County Judge will sign the contract on behalf of the County, and the Purchasing Agent or designee will return the bid bonds of any contractor not awarded a contract.

After an award is made, a contract will be processed; originals or copies of the contract will be sent to all appropriate parties, whether for public works or nonpublic works contracts; and an original will remain on file in the Purchasing Department.

A Notice-of-Award (NOA) letter, which will be issued by the Purchasing Department, will accompany the contractor's copy of the contract. The NOA letter will include the requirements for submission of various documents by the contractor and the time period within which they must be received. For example, bid and performance bonds, along with the insurance certificate, must be submitted within ten (10) business days after receipt of the NOA letter. DBE documentation and a program schedule will be required at the pre-construction conference. The NOA will also state that Notice-to-Proceed will not be issued until such time as the required documents are submitted by the contractor within the specified time period.

PRE-CONSTRUCTION CONFERENCE: The Purchasing Department will be responsible for scheduling the Pre-construction Conference. The user department is responsible for all technical presentations, and the Purchasing Department is responsible for ensuring that all applicable purchasing procedures are followed. Purchasing will assist in conducting the conference to the following extent:

1. Have all attendees sign the attendance roster, introduce themselves, and briefly explain their involvement in the project.
2. Briefly discuss the contract requirements, amount, and any other pertinent information about the project. The user department representative will be responsible for providing a thorough synopsis of contract requirements and any County policies that must be adhered to.
3. Establish dates for submission of all required documents, such as material submittals, payables, progress reports, etc.
4. If not previously provided, receive required documents from the contractor; i.e., performance bond, payment bond, insurance certificate, and the appropriate DBE documentation.
5. After receipt of the required documents, the timing of the Notice-to-Proceed will be determined by the user department. It is important to note that the Notice-to-Proceed will not be issued until all required bonds and insurance have been received and verified with the appropriate agency.
6. Ensure a complete understanding of all issues by all parties prior to the adjourning.

CONTRACT ADMINISTRATION: The user department will be responsible for monitoring and documenting contractor performance/compliance and will provide Purchasing with copies of this documentation to keep the Purchasing Department appraised of all performance or compliance issues. Discussions that explain the interpretation of the specifications may be dealt with orally by the user department. If poor performance or noncompliance with the contract is experienced, the user department will be responsible to initiate written corrective action with the contractor. Purchasing will be provided an advance copy of any written correspondence directing correction of a discrepancy. The user department will solicit Purchasing to initiate corrective action, in consultation with the user department, when the user department cannot resolve any conflict through correspondence.

The occupant department must not provide any instructions or requests for changes directly to the contractor. The occupant department must provide all information necessary for the contractor to meet its needs, either through the user department responsible for constructing the facility or the Purchasing Department. Only the user department's project manager or the Purchasing Agent has the authority to give directions to the contractor.

The Purchasing Agent will take all steps related to correcting noncompliance with the contract but must consult with the Criminal District Attorney's Office before taking any steps toward suspension or termination of the contract unless an emergency, life safety, or property damage issues require immediate temporary work stoppage. Before any letters, notices, and other communications related to termination or suspension are issued, the contents of these must be reviewed by the Criminal District Attorney's Office, as the initial steps toward potential litigation.

Documentation of contractor performance is often overlooked and is, perhaps, one of the most important. To enforce contractual terms, documentation of specific noncompliance must be available. Specific dates, examples, etc., must be documented.

Contract administration duties shall include, but not be limited to, the following activities. Unless otherwise noted, the following are responsibilities of the Purchasing Department:

1. Schedule and assist in conducting the pre-construction conference.

2. Maintain a comprehensive, neat, and orderly contract file that includes all documentation relative to the procurement process and includes pre-solicitation, solicitation, contract award, post-award, and administration phases of the project.

3. The Purchasing Agent will present the contractor's performance bond and payment bond to the Commissioners Court for approval within thirty (30) days of award and before the Notice-to-Proceed.

4. The Purchasing Agent will be responsible for monitoring the continued insurance coverage and obtaining updated certificates on a timely basis.

5. Receive and review a copy of the contractor's program schedule, ensuring that it is submitted within the period as specified in the contract specifications.

6. Ensure contractor submittals are provided to the County as prescribed by the submittal schedule established during the pre-construction conference.

7. Receive and review copies of contractor payrolls to ensure payments made to contractor employees are in accordance with the prevailing wage rate classification by trade included in the contract.

8. Perform periodic site visits to the construction site to perform spot labor interviews to ensure contractor compliance with prevailing labor laws.

9. Periodically review copies of contractor invoices for accuracy. Invoices are to be verified against progress reports, when applicable, with any discrepancies being reported to the contractor and user department for resolution. The user department will provide Purchasing with a copy of the invoice immediately upon receipt from the contractor.

10. Correspondence: Discussions that merely explain the interpretation of specifications may be dealt with orally by the user department. All correspondence concerning major issues involving noncompliance, between the contractor and the County, should be directed to the Purchasing Department. This will ensure that Purchasing is aware of any directives being issued to the contractor or any potential problems that may occur about contract performance.

    In emergency situations, correspondence regarding minor issues may be issued directly to the contractor by the user department. However, Purchasing should be provided with a copy immediately. It will be left to the professional judgment of the user department representative as to what constitutes an emergency and what is considered to be a minor issue. If it appears that the level of noncompliance should result in a suspension or termination of the contract, the Purchasing Agent must seek the advice of the Criminal District Attorney's Office before sending a notice to show cause not to terminate or placing the contract on the agenda for the Commissioners Court to authorize termination.

11. Purchasing will be responsible for monitoring all insurance and bond certificates. Bid bonds will be provided with all bids over $50,000 and will be maintained in the Purchasing Department safe. Bid bonds will be returned to all bidders within five (5) business days after contract award. Payment and performance bonds will be provided by the contractor within ten (10) business days after receipt of the Notice-of-Award letter. They should be reviewed by both the user department representative and Purchasing with the originals being maintained in the Purchasing Department safe. Copies can be provided to the user department upon request. Insurance certificates are to be provided by the contractor during the preconstruction conference. These certificates will be kept in the Purchasing Department main contract file.

CHANGE ORDERS:

A. The Purchasing Agent on the recommendation of the Facilities Management Director is responsible for all construction related projects may approve Change Orders to construction contracts for the following reasons:

   1. To allow for an additional service request in an amount not to exceed $50,000, subject to limitations stated in Texas Local Government Code, 271.060(h), if the Auditor and Budget Office verify that the funds are available for the change order and it does not change the scope of the contract.

   2. To allow for a contract time extension if the change order does not change the scope of the contract.

B. Any change orders that increase the cost or change the scope of the contract must be approved by the Commissioners Court. The Facilities Management Department will submit the agenda request to the Commissioners Court for approval.

C. Negotiations of change orders, particularly those that result in an increase in contract price or performance period, or change the scope of the project, will require that Purchasing be notified on a timely basis so the appropriate action can be taken. Purchasing shall always be provided with a copy of the proposed change order, with all available supporting documentation.

D. No change order will be issued until it is determined that the necessary funds are budgeted and available, and the appropriate backup documentation has been reviewed.

E. A record of any change order negotiations shall be made by the user department, with a copy sent to Purchasing.

CLOSEOUT PROCEDURES: The Purchasing Department will ensure that all applicable warranty certificates are received and safeguarded throughout the warranty term. The Purchasing Department will provide copies of the warranty certificates to the appropriate departments.

Return of bonds will be administered by the Purchasing Department in cooperation with the user department to ensure that the contract is complete in all respects before these are returned.

Section 14

SHERIFF'S OFFICE PROCEDURE FOR PURCHASE OF GOODS, MATERIALS, AND SUPPLIES WITH STATE AND FEDERAL FORFEITURE FUNDS

CONSIDERATIONS

The Criminal District Attorney's Office has considered the issue of purchases made with State and Federal forfeiture funds, as well as purchases from commissary funds. In light of the County Purchasing Act, the Criminal District Attorney's Office feels that the County and its officers such as the Sheriff, the Purchasing Agent, and the Auditor would be well advised to follow the procedures set forth below for the purchase of goods, materials, and supplies. Issues of contracting authority or contracts are beyond the scope of [the Criminal District Attorney's Office's findings, except to the extent that purchase of tangible property alone implicates competitive bidding procedures.

PROCEDURES FOR FORFEITURE FUND PURCHASES

1. The first step in any purchase of goods, materials, and supplies should be the establishment of a budget line item from whose funds the item shall be purchased. For general funds, such a line item is created when a department's annual budget is passed by Commissioners Court or when the Court later amends the annual budget.

   When the Sheriff's Office[1] desires to make a purchase from State forfeiture funds, it should first identify a forfeiture fund line item (in its initial requisition) from which the funds may be deducted. If there is no appropriate line item available to make the desired purchase at the estimated price, the Sheriff's Office should request the Commissioners Court to create the appropriate line item in an amount sufficient to cover the anticipated expense of the contemplated purchase. Under *Art. 59.06 (d) of the Texas Code of Criminal Procedure*, the Commissioners Court will have a ministerial duty to approve this budget amendment.

   Federal forfeiture funds are not legally required to be administered as part of the County budget. If it wishes to purchase items with these funds, the Sheriff's Office need only notify the Commissioners Court through a memo to the County Administrator that it wishes to spend *x* (estimated amount of federal forfeiture funds) for *y* (goods, materials, or supplies it wishes to purchase with the money).[2]

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[1] Assuming that the Sheriff's Office is the entity spending forfeiture funds, these same procedures should also be followed whenever any other County law enforcement agency is spending forfeiture funds.

[2] There is no legal authority for this notification requirement; however, it is suggested for accounting and pragmatic purposes in order to keep procedures for purchase relatively uniform regardless of the specific source of the public funds being expended in a given instance.

2. The second step involves the Sheriff's Office sending a requisition for the desired item(s) to the County Purchasing Agent. When the Sheriff's Office intends to pay with forfeiture funds, it should so inform the Purchasing Agent, specifying which kind of forfeiture funds it intends to use for payment and an appropriate budget line item for purchases with State forfeiture funds. The requisition shall also contain any other information the Sheriff's Office wishes the Purchasing Agent to have, such as a particular vendor who may be selling the product.

3. The Purchasing Agent should then make the purchase according to the specifications provided by the Sheriff's Office, which has the sole discretion to set specifications for items to be purchased with forfeiture funds within the parameters of applicable law. The Purchasing Agent has the discretion to seek the best price, to buy from the vendor of his choice so long as the specifications are met, and to competitively bid the purchase even if the law doesn't require it in a particular case.[3] (In any case, it will be the Purchasing Agent who will determine if competitive bidding will be employed.) If competitive bidding is utilized, standard procedures should be used: *viz*. The Commissioners Court should provide permission to seek competitive bids, and, after bids are received, they should award the contract to the "lowest and best" bidder. The Court's duty to facilitate the purchase by granting permission to seek bids and by choosing the "lowest and best" bidder is ***ministerial***; however, the decision of which vendor to select is ***discretionary***. The "purchase" is made, and the amount of purchase definitely ascertained, when the *purchase order* is issued (if competitive bid procedures are not being used) or when the *contract is awarded by the Commissioners Court* (if competitive bidding is employed).

4. When the items are received from the vendor, the Sheriff's Office shall verify that the items received match the Sheriff's Office's requisition and the Purchasing Agent's purchase order. If so, it should so notify the Purchasing Agent.

5. Finally, upon completion of step 4, the Auditor shall issue the warrant from the proper forfeiture funds.

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[3] Whenever competitive bidding procedures are employed, the Commissioners Court should award the contract to the lowest and best bidder. Based on the rationale of Attorney General Opinion DM-246 (1993), the Commissioners Court would be prohibited from rejecting all bids for the purpose of thwarting the purchase, since the determination of what kind of goods are to be purchased with the money belongs to the Sheriff alone. The Commissioners Court's duty to facilitate the purchase, according to this opinion, is "ministerial".

Section 15

SHERIFF'S OFFICE INTERIM PROCEDURE FOR PURCHASES OF GOODS, MATERIALS, AND SUPPLIES WITH COMMISSARY FUNDS

CONSIDERATIONS

The procedures for spending commissary funds should be very similar to the procedures set forth in the previous section.

PROCEDURES FOR COMMISSARY FUND PURCHASES

1. The step involves the Sheriff's Office sending a requisition for the desired item(s) to the County Purchasing Agent. When the Sheriff's Office intends to pay with commissary funds, it should so inform the Purchasing Agent.

2. Again, the Purchasing Agent should then make the purchase according to the specifications provided by the Sheriff's Office, which has the sole discretion to set specifications for items to be purchased with commissary funds within the parameters of applicable law. The Purchasing Agent has the discretion to seek the best price, to buy from the vendor of his choice so long as the specifications are met, and to competitively bid the purchase even if the law doesn't require it in a particular case.[4] (In any case, it will be the Purchasing Agent who will determine if competitive bidding will be employed.) If competitive bidding is utilized, standard procedures should be used: *viz*. The Commissioners Court should provide permission to seek competitive bids, and, after bids are received, they should select the "lowest and best" bidder. The Court's duty to facilitate the purchase by granting permission to seek bids and by choosing the "lowest and best" bidder is ***ministerial***; however, the decision of which vendor to select is ***discretionary***. The "purchase" is made, and the amount of purchase definitely ascertained, when the *purchase order* is issued (if competitive bid procedures are not being used) or when the *vendor is selected by the Commissioners Court* (if competitive bidding is employed).

3. When the items are received from the vendor, the Sheriff's Office shall verify that the items received match the Sheriff's Offices requisition and the Purchasing Agent's purchase order. If so, it should so notify the Purchasing Agent.

4. Finally, upon completion of step 3, the Auditor shall issue the warrant from the commissary funds in escrow.

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[4] Whenever competitive bidding procedures are employed, the Commissioners Court should select the lowest and best bidder. Based on the rationale of Attorney General Opinion DM-246 (1993), the Commissioners Court would be prohibited from rejecting all bids for the purpose of thwarting the purchase, since the determination of what kind of goods are to be purchased with the money belongs to the Sheriff alone. The Commissioners Court's duty to facilitate the purchase, according to this opinion, is "ministerial".

Section 16

PROCEDURES FOR PURCHASE OF PARTS AND SERVICES FOR CENTRAL GARAGE

CONSIDERATIONS

The Central Garage has a need to reduce the downtime of County vehicles in need of repairs and service. Previously, it was not uncommon for a vehicle to sit four (4) to five (5) hours or more pending receipt of parts while the requisition was being submitted and approved by the Auditor, and the Purchase Order issued.

GOAL

These procedures:

1. allow the Central Garage to have a Purchase Order number at all times for automotive items under annual contract;

2. provide audit trails; and

3. eliminate the necessity and urgency for the Central Garage to submit requisitions, the Auditor's Office to approve the requisitions, and the Purchasing Department to issue the purchase orders.

PROCEDURES OVERVIEW

At the end of each month, the Central Garage is to submit a requisition for each vendor for automotive parts purchases for the upcoming month as needed. The purchase order is to be issued prior to the first of the month in which it is to be used. When the Central Garage has a parts requirement, they will have an existing purchase order number and will be able to order the parts. Each time parts are ordered the Central Garage is to submit a requisition that supplements that month's purchase order. The receiving reports are to be entered and the invoices paid. This procedure reduces vehicle downtime by half, but still maintains audit trails.

The purchase of tires is to continue to be on a separate purchase order.

Items not covered on listed bids are to be submitted on separate requisitions and processed in the usual manner.

Section 17

EXEMPTIONS TO THE COMPETITIVE BID PROCESS

PURCHASING ACT

Many goods and services can be exempt from the competitive bid process if the Commissioners Court orders the purchase exempt. Discretionary Exemptions, Section 262.024(a) of the Texas Local Government Code lists in detail all the circumstances when exemptions are available for purchases made from current funds, bond funds, or through warrants. The following is a comprehensive list of these circumstances:

1. an item that must be purchased in a case of public calamity if it is necessary to make the purchase promptly to relieve the necessity of the citizens or to preserve the property of the county;
2. an item necessary to preserve or protect the public health or safety of the residents of the county;
3. an item necessary because of unforeseen damage to public property;
4. a personal or professional service;
5. any individual work performed and paid for by the day, as the work progresses, provided that no individual is compensated under this subsection for more than 20 working days in any three month period;
6. any land or right-of-way;
7. an item that can be obtained from only one source, including:
   a) items for which competition is precluded because of the existence of patents, copyrights, secret processes, or monopolies;
   b) films, manuscripts, or books;
   c) electric power, gas, water, and other utility services; and
   d) captive replacement parts or components for equipment;
8. an item of food;
9. personal property sold:
   a) at an auction by a state licensed auctioneer;
   b) at a going out of business sale held in compliance with Subchapter F, Chapter 17, Business & Commerce Code; or
   c) by a political subdivision of this state, a state agency of this state, or an entity of the federal government;
10. any work performed under a contract for community and economic development made by a county under Section 381.004; or
11, vehicle and equipment repairs.

PURCHASING AT AUCTION

Section 262.024(a) of the Texas Local Government Code, Exemption 9(A), as mentioned in the previous paragraph, addresses the sale of personal property sold at auction by a State-licensed auctioneer.

The opportunity exists for potential savings to be realized by the County and Precincts if certain used cars, trucks, road and construction equipment are purchased at auction by the Purchasing Agent as allowed by law.

POLICY

All purchases at auction will be made by the Purchasing Agent after authorization from the departments or precincts to participate in this type of procurement process.

Before such equipment is procured, determinations are to be made as to the appropriate sale value, whether the equipment has been maintained properly, the probable useful service life remaining, and whether significant cost savings could result.

PROCEDURE

Written or verbal notification must be submitted to the Purchasing Agent before attendance at auction will occur. Used equipment to be purchased as requested by certain departments or precincts must have previous budget approval for each expenditure.

CERTIFICATE OF OBLIGATION ACT

Sections 262.023 and Chapter 271 Subchapter C of the Texas Local Government Code lists all the circumstances when exemptions are available for purchases made out of the certificate of obligation funds. The following is a list of these circumstances:

1. All of the circumstances that may be exempted under the Purchasing Act.

2. The sale of public security in compliance with Chapter 271 Subchapter C, or; a contract for which advertising was done in compliance with Chapter 271, Subchapter C, of the Texas Local Government Code

POLICY

Exemption orders must be processed through the Purchasing Department. In all cases except the acquisition of interests in land for County roads, bridges, parks, and all purchases of real property, the Purchasing Agent will request the exemption order from the Commissioners Court.

PROCEDURE

A memo must be submitted to the Purchasing Agent requesting an exemption to the competitive bid process. The memo must state specific details and an explanation of why an exemption from the competitive bid process should be requested and granted. All departments requesting exemptions should include a copy of the contract, if available, the name of the contractor, the goods and services covered by the order, maximum cost, and other relevant information.

EMERGENCY

Sections 262.024(a)(1-3) of Texas Local Government Code allows for Emergency purchases. Emergency means circumstances where an immediate response is required to provide for the safety of persons or property but does not include any situation that results in the County Judge declaring a local state of disaster in compliance with the Tarrant County Policies, and Procedures.

Emergency purchases that exceed $50,000 require a Court Order granted by the Commissioners Court before a purchase order can be issued.

PROFESSIONAL OR PERSONAL SERVICE

Please refer to Section 12 of this manual regarding this type of purchase.

SOLE SOURCE

Texas Local Government Code 262.024 (7) describes eligibility of sole source goods and services. Sole source goods or services require a statement from the vendor as to the existence of only one (1) source and specifically noting which type of listed sole source good or service is being purchased. The statement will be submitted for acceptance by the Commissioners Court and must be reflected on the agenda of the meeting of the Commissioners Court. The code states:

> "…an item that can be obtained from only one source, including:
>
> (A) items for which competition is precluded because of the existence of patents, copyrights, secret processes, or monopolies;
>
> (B) films, manuscripts, or books;
>
> (C) electric power, gas, water, and other utility services; and
>
> (D) captive replacement parts or components for equipment;"

FOOD

The Commissioners Court orders, through Court Order 96717, that the purchase of certain food items for correctional facilities of Tarrant County is exempt from the competitive bidding requirements of the Purchasing Act, Section 262.024(d), if the following procedures are followed in making the purchases:

1. Bi monthly Purchases: Fresh Meats & Commodities (flour, rice, etc.) and Groceries (frozen foods, canned foods, staples).
    a) Specifications will be prepared by the Purchasing Department, with assistance from the using department.
    b) The buyer shall select local suppliers from the current Tarrant County Purchasing Department database of vendors.
    c) A Request for Quotation will be forwarded to a list of qualified suppliers via fax or email, allowing a minimum of ten (10) calendar days for the vendor's response.
    d) The lowest and best quotation will be determined based either on the overall low quotation or on the line item low quotation, whichever is more advantageous to the County. In determining responsible bidder and lowest and best quotation, the buyer will consider the relative price of the quotations; compliance of the products with the specifications; and responsibility of the vendor, including vendor's financial and practical ability to perform and past performance, especially in relation to timeliness of delivery and quality of the product. If after award a vendor does not provide the volume or quality of food or the timeliness of delivery required by the specifications, the buyer may purchase urgently needed replacement foods from the next lowest vendor.

2. Weekly Purchases: Fresh Produce and Fresh Eggs.
    a) Fresh produce and eggs will be purchased from local "wholesale" produce markets on a weekly basis. The vendors are required to provide delivery of these items directly to the Juvenile Services Department approximately two (2) to three (3) times each week.
    b) The Juvenile Services Assistant Director will contact the vendor each week with a list of their weekly requirements.
    c) Prices will be checked periodically in order to maintain checks and balances of the wholesale prices.

3. Semi Annual Purchases: Dairy Requirements, Fresh Milk.

    The same bidding procedures as required in Item 1 above (Fresh Meats, Commodities and Groceries) will apply.

4. Semi Annual Purchases: Bakery Items, Fresh Bread.

    The same bidding procedures as required in Item 1 above (Fresh Meats & Commodities and Groceries) will apply.

LEASE OF REAL PROPERTY:

The Facilities Management Department must review some leases for real property before it is presented to the Commissioners Court. Facilities Management must ensure that the lease is consistent with the County Space Plan. The search for space must be done in a manner that protects the best interests of the County through comparison or competition so that any real estate opportunities that are appropriate and available have been discovered and considered. After review of all available property and space considerations, comparisons will be made in regard to location, accessibility, lease prices, parking, renovation requirements, lease terms, etc. A lease contract will then be prepared and approved by the Criminal District Attorney's Office before being placed on the Commissioners Court agenda for approval. The Facilities Management Department will handle the administration of all lease agreements. Lease administration, if there are noncompliance issues, will be handled by Facilities with the advice of the Criminal District Attorney's Office.

Section 18

RENEWAL OF LEASES AND EQUIPMENT MAINTENANCE CONTRACTS

STATUTE

The renewal or extension of a lease or of an equipment maintenance agreement is exempt from the requirement established by Section 262.023 if the Commissioners Court grants the exemption, according to 262.024 (b) AND IF:

1. the lease or agreement has gone through the competitive bidding procedure within the preceding year;

2. the renewal or extension does not exceed one (1) year; and

3. the renewal or extension is the first renewal or extension of the lease or agreement.

POLICY

The purchase of all equipment leases, renewal or extension orders, and maintenance agreements will be handled through the Purchasing Department. Any negotiations with bidders will be supervised by the Purchasing Department. Purchasing will maintain the original documents and send the user department a copy when requested.

The Purchasing Agent is authorized to execute any contracts for equipment leases and maintenance contracts that are procured in compliance with the Purchasing Act and if cost does not exceed $50,000. A contract requiring a signature or exceeding $50,000 must be approved by the Commissioners Court.

PROCEDURES

The user department will enter a requisition, identifying the purchase as either a lease or a maintenance agreement.

Invoice copies referenced in the requisition, if retained by the user department, should be sent to Audit immediately. The requisition must always include the serial number, model number, and physical location of the equipment. The beginning and ending dates of coverage must also be specified.

If a renewal, the original contract number must be identified in the requisition.

If the request is for a sole source lease or maintenance agreement, the user department must follow up the requisition with a memo justifying why it is a sole source purchase as stated in Texas Local Government Code 262.024(c)

The user department and Purchasing will work closely together to determine the appropriateness of a maintenance contract versus in-house repairs. Departments should coordinate their efforts to ensure that the maintenance contract sought is appropriate.

Facilities Management should always be contacted before any new equipment is acquired, so they can determine if there are adequate space and other facilities resources for the proper operation of the equipment.

NOTE: An often-overlooked cost of equipment or software is ongoing maintenance. All ongoing maintenance issues should be considered, evaluated, and priced in the initial procurement process.

Section 19

RECEIPT OF GOODS AND SERVICES

POLICY

Departments should notify the Purchasing Department if goods are not received by the due date or if damaged freight is delivered.

ORDER VERIFICATION

Employees receiving shipments must pay particular attention to the delivery ticket and be sure it matches the Tarrant County purchase order. The individual receiving the goods must verify that all goods were received as stated on the delivery ticket, and sign IN HIS OR HER OWN NAME—**A FULL SIGNATURE IN INK**—and write the **PURCHASE ORDER NUMBER** on all of the appropriate documentation, particularly the County copy.

DAMAGED FREIGHT

When a shipment arrives, the user department must inspect the condition of all cartons. If freight is undamaged, the department receiving the shipment should sign the freight bill.

If the freight is visibly damaged, the receiving department must instruct the freight line driver to:

1. Note the damage on the freight bill; and then

2. Sign the freight bill.

If there is concealed damage, save the shipping cartons so the Purchasing Department can notify the vendor and send an “inspection and report of concealed damage”. Any receiving report processed should always mention all damaged merchandise.

All boxes and packing materials should be kept in the event of visibly damaged or concealed damaged freight shipments.

Damaged freight must be reported to the vendor immediately.

All goods not received properly or not in compliance with the contract should be documented and reported to the Purchasing Department as soon as possible so that the vendor can be notified and instructed to take corrective action.

Damaged goods should not be returned to the freight line or to the vendor unless specifically requested to do so, and then only if a claim has been filed or authorization has been given by the vendor—including a **RETURN NUMBER**—or by the Purchasing Department.

DOCUMENTATION

All receiving documentation should be maintained by the user department for their records. It is the policy of Tarrant County to have all vendor invoices sent directly to Accounts Payable, 100 E. Weatherford, Suite 506, Fort Worth TX 76196-0103 or SAP-invoices@tarrantcounty.com.

Any warranty information should be copied to the Purchasing Department.

THE USER DEPARTMENT MUST ACKNOWLEDGE RECEIPT AND ACCEPTANCE OF DELIVERED GOODS IMMEDIATELY BY ENTERING A GOODS RECEIPT TRANSACTION IN SAP. For SAP instructions, refer to the Tarrant County Training Materials Section of ESS (TRAINING >> SAP TRAINING DOCUMENTS).

GOODS VS. SERVICE PURCHASE ORDERS

The purpose of this Policy is to clarify whether a purchase order should be a *Goods* or *Service* PO. This is only a guide. Buyers issuing the PO shall have the flexibility to determine whether the PO should be a *Goods* or *Service* PO, based on these guidelines or other circumstances. Guidelines for determining which type of requisition to enter for specific purchasing situations can be found on the SAP Training Materials website.

Goods PO

A *Goods* PO can be described as a purchase order issued for the procurement of “tangible materials”. Some examples are vehicle parts and office supplies. A *Goods* PO requires a line for each item on the Purchase Order. The Purchase Order and Invoice must match item for item. Upon receipt of each item, the department will be required to enter a SAP Goods Receipt (GR) in order for the invoice to be paid.

Service PO

A *Service* PO can be described as a purchase order issued for the procurement of “non-tangible materials”. A *Standard Service* PO normally contains charges for labor, repairs (including materials), or other services performed by a vendor. Examples of these services are installation charges, cleaning charges, rentals, maintenance, subscriptions, armored car services, janitorial services, etc. In addition to *Standard Service* POs *Blanket Order Service* POs include items that cannot be received as a whole unit, such as road materials and fuel services. A *Blanket Order Service* PO is issued as one (1) Activity Unit (AU) that covers the entire invoice. *Standard Service* POs require a receiver called a Service Entry Sheet (SES), whereas for *Blanket Order Service POs* do not require any receiver by the department. Invoices must be signed by the department acknowledging receipt of all parts, service, and labor listed on the PO.

The exceptions to the above are purchases made under the Mechanical/Electrical/Plumbing (MEP) contracts, which are to be handled as follows:

Prior to performing any routine service(s) at a Tarrant County facility, the vendor's representative is responsible for first obtaining a formal purchase order number from that particular facility's building engineer or supervisor (through the Purchasing Department). In such cases where routine parts and service/labor have already been received complete, then a *Service* purchase order should be issued to cover the Invoice charges.

In the case of emergency service(s)—other than routine service(s), as defined by the Facilities Management Department—the vendor may perform that service, under the direction of the Facilities Management Department. Then, the vendor must submit a service ticket to the building engineer that will be used to prepare a formal Purchase Requisition; and, in turn, a formal purchase order number will be generated. The vendor must then list this Purchase Order Number on all subsequent original invoices requesting payment. However, if such services are performed under an MEP Annual Contract, then a *Goods* purchase order may be issued to cover the invoice charge. The services, including delivered item/part and services, are to be received in SAP by the County Department in the usual manner (quantity = 1 AU). For SAP instructions, refer to the Tarrant County Training Materials Section of ESS (TRAINING >> SAP TRAINING DOCUMENTS).

Section 20

PROCUREMENT CARD PROCEDURES

PURPOSE

The Tarrant County Commissions Court, being the policy development and budgetary control unit of county government, has formulated a policy to govern the use of County issued procurement cards and to define the limits of use of County issued procurement cards provided to certain personnel in order to provide immediate access of goods or services or work stoppage situations.

ATTACHMENTS

1. "Procurement Card Account Application Form"
2. "Employee Agreement"
3. "Purchasing Log"

DEFINITIONS

Vendor: A company from which a cardholder is purchasing materials and/or equipment or services under the provisions of this procedure.

Cardholder: Personnel who have been issued procurement cards and who are authorized to make purchases in accordance with these procedures

Direct Supervisor: This individual shall review and approve a cardholder's monthly statement of account.

Coordinator: The County Purchasing Agent is responsible for all program details, including all cardholder inquiries.

Employee Agreement: The cardholder, department head or elected official understand this policy and the responsibilities of the cardholder.

Point of Sale: A retail, supply house, or similar location that the cardholder may make a purchase over the counter and leave with the goods or receive the service immediately.

Procurement Card: A credit card but used in a business environment with limits on cardholder usage.

Purchasing Log: Monthly listing or log of each procurement card transaction and other prescribed information that is formulated by the cardholder and submitted with the monthly statement and other documentation.

Requisitioner: Anyone who initiates a request for goods or services

Statement of Account: A monthly listing of all transactions by the cardholder, issued by the bank directly to the cardholder and the coordinator.

Single Purchase Limit: A dollar amount limitation of purchasing authority delegated to a cardholder. This dollar limit has been established by the Commissioners Court.

PROCEDURES

A. INTRODUCTION

This program is being established in order to provide immediate access to goods and services to prevent a costly delay. A Procurement Card can dramatically shorten the processing time necessary in the traditional requisition process to prevent a costly delay. Those who have been issued procurement cards may initiate a transaction within the limits of this procedure and receive goods or services.

B. RECEIVING A PROCUREMENT CARD

Only Department Heads or Elected Officials may propose personnel to be cardholders by sending a signed memo to the Coordinator.

Since the Commissioners Court shall designate the number of cards per department, this request will be either approved or denied after being placed on the Court agenda. The Commissioners Court may also authorize additions or deletions of personnel who have use of these cards. The Coordinator may request an increase or deletion of personnel having the use of these cards in the event of an emergency.

Either the Coordinator or the Auditor may retrieve and destroy cards as required to protect the County's interests.

The proposed cardholder and the requesting Department Head or Elected Official shall be issued a copy of this procedure and will be required to sign a Commercial Card Application and an Employee Agreement. The Employee Agreement indicates that the cardholder and the Department Head or Elected Official understand the procedures and the responsibilities of a cardholder.

The Coordinator shall maintain all records of procurement card requests, spend limits, cardholder transfers, and any lost, stolen, or destroyed card information. A procurement card may be revoked by the Coordinator if this policy is not adhered to.

C. AUTHORIZED PROCUREMENT CARD USE

1. The procurement card that the cardholder receives has his or her name embossed on it and shall be used ONLY by the cardholder. NO OTHER PERSON IS AUTHORIZED TO USE THE CARD WITHOUT THE CARDHOLDERS PRIOR KNOWLEDGE. The cardholder may make transactions on behalf of others in their department to prevent a costly delay. However, the cardholder is responsible for all use of his or her card.

2. Either the Coordinator or the Auditor will report cards lost, stolen, or used without the permission of the County to the applicable party.

3. All purchases are contemplated to occur within the United States and not in any foreign country. Use in a foreign country must have prior authorization from the Coordinator or Commissioners Court.

4. Use of the procurement card shall be limited to the following conditions:

   a) The total value of a transaction shall not exceed the approved monthly total spend limit or card limitunless authorized by the Coordinator. If extenuating circumstances were to occur, the Coordinator or Auditor should be consulted immediately for guidance.

   b) All items purchased shall be available immediately at the time of procurement card use, with no back ordering allowed.

   c) Payment for a purchase cannot be split into multiple transactions to stay within the single purchase limit or monthly card limit unless authorized by the Coordinator!

   d) Procurement card purchases for meals, travel, and hotel expenses are generally allowed, but are for expenditures governed by the Tarrant County Travel Policy in effect at the time unless preapproved by the Commissioners Court.. The cardholder may use the card for a non-cardholder employee, but is responsible for obtaining documentation of charges as prescribed by this policy.

   e) The cardholder shall inform the vendor that goods and services are tax exempt.

   f) The cardholder will maintain a Purchasing Log that provides a summary of procurement card transactions.

D. UNAUTHORIZED PROCUREMENT CARD USE

1. The procurement card **SHALL NOT** be used for the following:

   a) personal purchases;

   b) a single purchase that exceeds the $1,000.00 per month limit established by the Commissioners Court;

   c) entertainment expense;

   d) cash advances including gift cards unless authorized by the Coordinator;

   e) telephone calls; and

   f) monthly service fees unless authorized by the Coordinator.

Department Heads or Elected Officials may enact a more restrictive policy regarding usage of cards within their respective departments.

2. A cardholder who makes unauthorized purchases, carelessly uses the procurement card, or fails to turn in the appropriate documentation may be liable for the total dollar amount of such purchases and any fees charged by the bank in connection with the misuse. The cardholder will also be subject to disciplinary action and potential termination from his or her job.

E. MAKING A PURCHASE

It is the County's policy to seek competition whenever possible, utilize existing contracts, and seek the lowest prices within the parameters of quality and delivery. Prior to using the procurement card, the cardholder will make a reasonable effort to determine sources currently available for goods and services to ensure the best price and delivery. Whenever possible, the Purchasing Department will establish annual price agreements and identify the preferred suppliers.

Cardholders will utilize the following "checklist" when making a purchase:

1. Check with Purchasing when possible, to see if vendors and prices have been established for the required goods or services. If not, solicit a number of sources including HUB vendors as reasonable to the situation.

2. Once a vendor is designated take the following steps:

   a) Confirm that the vendor accepts MASTERCARD.

   b) Direct the vendor to include the following information on the shipping label and packing list:

      i. Cardholder's name
      ii. Telephone number
      iii. Complete delivery address
      iv. The words "Procurement Card Purchase" inserted in the PO field
      v. The vendor's order number

   c) It is extremely important that all purchases be sent to the cardholder ordering the merchandise, as this will ensure that the documents necessary for the record keeping are readily available to the cardholder.

F. CARDHOLDER RECORD KEEPING

Whenever a procurement card purchase is made, documentation shall be retained as proof of the purchase. Such documentation will be used to verify the purchases listed on the cardholder's monthly statement of account and must contain specific information of each item purchased. Examples of documentation includes invoices and a customer copy of the charge receipt.

The cardholder shall retain the invoice and original customer copy of the charge receipt. The cardholder is responsible for making sure that the vendor lists the quantity and fully describes the item(s) on the charge receipt. The transaction's details should also be added to the cardholder's Purchasing Log.

Whenever possible, documentation must include a list of attendees for business-related luncheon and meals.

G. REVIEW OF MONTHLY STATEMENT

At the end of each billing cycle, the cardholder shall receive from the bank a monthly statement of account that will list the cardholder's transaction(s) for that period.

The cardholder shall check each transaction listed against the purchasing log, receipts, and any shipping documents to verify the monthly statement.

The original sales documents (packing slip, invoice, or receipts) for all items listed on the monthly statement **MUST** be neatly attached, in purchasing log sequence, to the statement. This data attachment is critical to enable audit substantiation. **IF THIS POLICY IS NOT ADHERED TO, THE PROCUREMENT CARD WILL BE REVOKED.**

After this review, the cardholder must sign the statement and present the monthly statement to approving supervisor for approval and signature within two days of receiving. The cardholder shall verify that the reviewed and approved statement is forwarded to the Procurement Card Coordinator.

The approving supervisor must check the cardholder's monthly statement and purchasing log and confirm with the cardholder the following items:

1. Receipts exist for each purchase.
2. The goods were received or the services were performed.
3. The cardholder has complied with all applicable procedures.

The approving supervisor's signature of approval on a cardholder's monthly statement indicates that the cardholder was authorized to make those purchases and those purchases were made in accordance with the applicable procedures.

If a purchased item is not satisfactory, received wrong, damaged and/or defective, duplicate order, etc., the cardholder should make contact with the vendor to explain the problem and inquire about return policies. The cardholder is responsible for returns.

If disputing a charge, the cardholder shall contact the merchant and contact the Coordinator, and include it with the statement package to the Coordinator.

1. If an item has been returned and a credit voucher received, the cardholder shall verify that this credit is reflected on the monthly statement.
2. If purchased items or credits are not listed on the monthly statement, the appropriate transaction documentation shall be RETAINED by the cardholder until the next monthly statement. If the purchase or credit does not appear on the statement within sixty (60) days after the date of purchase, the cardholder or approving supervisor shall notify the Coordinator.
3. If items purchased by the use of the procurement card are found to be unacceptable, the cardholder is responsible for obtaining replacement or correction of the item as soon as possible. If the vendor has not replaced or corrected the item by the date the cardholder receives the monthly statement, then the purchase of that item will be considered in dispute.

H. MONTHLY SUMMARIES

Monthly Account Summaries, listing all transactions, shall be issued by the bank to the appropriate Coordinator and approving Department Head/Elected Official. These summaries will allow the approving supervisors to track their cardholder's activities and act as a checklist for the Coordinator to anticipate which approved monthly statements are due from which cardholders.

The approved monthly statements, Purchasing Logs and other documents supporting the purchases shall be forwarded immediately to the Coordinator. The cardholder shall review the monthly statement, attach the relevant documentation, obtain department review and approval and forward to the Coordinator within two (2) days of receipt of the statement. More than two (2) reminders to a cardholder that an approved monthly statement is delinquent will be grounds for withdrawing or suspending the procurement card by the Coordinator.

Upon receipt of statements and documentation, the Coordinator will review the information for reasonableness. The Coordinator will forward the statements and documentation for payment.

I. CARD SECURITY

It is the cardholder's responsibility to safeguard the procurement card and account number to the same degree that a Cardholder safeguards personal credit information.

The cardholder must not allow anyone to use the account number without the cardholders permission. A violation of this trust will result in that cardholder having the card withdrawn and disciplinary action.

If the card is lost or stolen, the cardholder shall immediately notify the bank at 1-800-316-6056. Representatives are available 24 hours a day. Cardholder must advise the representative that the call is regarding a MasterCard Purchasing Card.

The Coordinator must also be notified immediately.

A new card shall be promptly issued to the cardholder after the reported loss or theft. A card that is subsequently found by the cardholder after being reported lost shall be destroyed by the Coordinator.

J. CARDHOLDER SEPARATION

Prior to separation from the County, the cardholder shall surrender the procurement card and current procurement card purchasing log to the Department Head or Elected Official. Upon its receipt, the Department Head or Elected Official will review, approve, and forward to the Coordinator the month end procurement card statement and return the card to the Coordinator.

If an employee transfers into a different position or department, the Coordinator is to be informed and the department should update the paperwork held by the Coordinator. The Coordinator may require additional information to determine if the procurement card remains necessary and if the Commissioners Court will need to approve the continued use.

ADMINISTRATIVE GUIDELINES

A. The Coordinator shall maintain all records of procurement card requests, dollar limitations, cardholder transfers, and any lost/stolen/destroyed card information. The Coordinator shall report cards lost, stolen, and inappropriate transactions to the Commissioners Court.

B. The Coordinator is responsible for administering the Cardholder Application, Employee Agreement, Purchasing Log Form, and procedures in compliance with this policy.

CHASE

J.P.Morgan

U.S. Commercial Card Application

COMPANY / ORGANIZATION INFORMATION

TARRANT COUNTY
Company / Organization Name*

Bank Number*

Company Number*

Agent Number* (Card design code)

APPLICANT SECTION* - *indicates a required field

Account Holder Type*: ☐ Individual ☐ Department (If card issued to department please skip 1 and 6)

1. APPLICANT INFORMATION

Full First Name*

Middle Initial

Last Name*

Date of Birth* (mm/dd/yyyy)

Employee ID

2. ACCOUNT SECURITY

(Access Code 1 and Access Code 2 cannot be the same)

Access Code 1* (any 4 digit number)

Access Code 2* (any 4 alpha/numeric characters)

3. NAME AS IT WILL APPEAR ON CARD

Name as it will appear on Card* (21 character limit - including spaces)

Second line to appear on Card (21 character limit - including spaces) e.g. Company Name/Office, etc.

4. ACCOUNT CONTACT INFORMATION

Business email address*

Business phone number*

Mobile phone number*

5. ACCOUNT MAILING ADDRESS

Mailing Street Address*

Mailing Street Address Line 2 (if applicable)

City*

State*

Zip Code*

6. HOME ADDRESS

Home Street Address*

Home Street Address Line 2 (if applicable)

City*

State*

Zip Code*

ADMINISTRATOR SECTION - *indicates a required field

7. ACCOUNT SPEND LIMITS/CONTROLS

$ Spend Limit*

Cycle Transaction Limit

$ Single Amount Limit

$ Daily Amount Limit

Daily Transaction Limit

$ Cash Advance Limit

8. MERCHANT CATEGORY CODE GROUP SPEND LIMITS

MERCHANT CATEGORY CODE GROUP NAME*	Include (I)/ Exclude(E)*	CYCLE SPEND	CYCLE TRANS #	SINGLE AMOUNT	DAILY AMOUNT	DAILY TRANS #
		$		$	$	
		$		$	$	
		$		$	$	
		$		$	$	
		$		$	$	
		$		$	$	
		$		$	$	
		$		$	$	
		$		$	$	

9. ACCOUNT PARAMETERS - optional

☐ Rush Delivery (fee may apply, No PO Box)

☐ Executive Card

☐ Declining Balance

Card Delivery Code - Site ID

Accounting Code

Effective Begin Date (mm/dd/yyyy)

Effective End Date (mm/dd/yyyy)

10. HIERARCHY - **do not complete unless instructed during program set-up

Level 1 - if applicable*

Level 2**

Level 3**

Level 4**

Level 5**

Level 6**

11. ADMINISTRATOR CERTIFICATION - please read and sign

I am an authorized representative of the company and by submitting this application for a commercial card(s) for the applicant(s) listed above, I certify that:

- the information in the application and its supporting documents is accurate to the best of the company's knowledge, information and belief
- the identity of the applicant(s) has/have been verified and the applicant(s) is/are employee(s) or agent(s) of the company and is/are authorized to apply for and use the card(s) to incur expenses for the company, and
- the applicant(s) has/have consented to their information being provided for this application and a card(s) being issued in their name.

The company will maintain evidence of the applicant's consents and will give this evidence to JPMorgan Chase Bank, N.A., Chase Bank USA, N.A. or their affiliates upon request.

Program Administrator / Approver Name Printed*

X

Program Administrator / Approver Signature* (FACSIMILE ACCEPTABLE)

Use Today's Date

Date*

Program Administrator (Authorized Signer) Submit Application to:
Email: CCS-Account-Services@chase.com

US_CC_0718

EMPLOYEE AGREEMENT

I, _____, hereby request a Procurement Card, hereafter the Card. As a holder, I agree to comply with the following terms and conditions regarding my use of the Card.

1. I understand that I am being entrusted with the Card and will be making financial commitments on behalf of the County.

2. I understand that the County is liable to Chase Bank for all charges made on the Card. I understand that I am liable for all charges not in compliance with this Agreement or with the Tarrant County Procurement Card Policy/Procedures Manual, hereafter the Manual.

3. I agree to use this Card for purchases in compliance with the manual and agree not to make purchases in violation of the policy set forth in the Manual. I understand that the County Auditor will audit the use of this Card and that appropriate actions will be taken to enforce this agreement and violations of the Manual.

4. Failure to follow Manual may result in the revocation of my use of the Card and other possible disciplinary actions.

5. I have received a copy of the Manual and understand the requirements of the Card's use.

6. I agree to return the Card immediately upon request or upon termination of my employment (including retirement).

7. If the Card is lost or stolen, I agree to notify the Purchasing Agent and Chase Bank immediately. If the Card is used in a manner not authorized by the manual, I agree to notify the Purchasing Agent immediately.

8. I understand that the burden of proof will be upon me to show that the items purchased were made in compliance with the policy as set forth in the Manual.

9. **Purchases made in violation of the policy as set forth in the Manual will subject me to liability for the total dollar amount of such unauthorized purchases.**

_____

Employee Signature Department Date

_____

Elected/Appointed Official or Department Head Date

PURCHASING LOG
FOR PURCHASING CARD TRANSACTIONS

BY _____

DEPARTMENT _____

PURCHASING CARD ACCOUNT NUMBER _____

DATE _____

VENDOR _____

DESCRIBE IMMEDIATE ACCESS OF GOODS OR SERVICES OR WORK STOPPAGE SITUATIONS:

_____

_____

_____

_____

ITEMS PURCHASED	QUANTITY	UNIT PRICE	AMOUNT	ACCOUNT CODING
1.		$	$	
2.		$	$	
3.		$	$	
4.		$	$	
5.		$	$	
6.		$	$	
7.		$	$	

Attach Additional Sheet(s) if required

I CERTIFY THE ABOVE LISTED ITEMS WERE PURCHASED TO PROVIDE IMMEDIATE ACCESS OF GOODS OR SERVICES OR RELIEVE A WORK STOPPAGE AND THE ITEMS WERE RECEIVED AND UTILIZED BY THE COUNTY.

Prepared By _____**Date** _____

Approved By _____ **Date** _____

Section 21

HISTORICALLY UNDERUTILIZED BUSINESS (HUB)

POLICY STATEMENT

The Tarrant County Commissioners Court, being the policy development and budgetary control unit of county government, will strive to ensure that all businesses, regardless of size, economic, social or ethnic status have an equal opportunity to participate in the County's procurement processes. The County is committed to promote full and equal business opportunity for all businesses to supply the goods and services needed to support the mission and operations of county government, and seeks to encourage the use of certified historically underutilized businesses (HUBs) through the use of race, ethnic and gender neutral means. It is the policy of Tarrant County to involve certified HUBs to the greatest extent feasible in the County's procurement of goods, equipment, services and construction projects while maintaining competition and quality of work standards. The County affirms the good faith efforts of firms who recognize and practice similar business standards.

DEFINITIONS

Historically underutilized businesses (HUBs) – also know as a disadvantaged business enterprise (DBE), are generally business enterprises at least 51% of which is owned and the management and daily business operations are controlled by one or more persons who is/are socially and economically disadvantaged because of his or her identification as a member of certain groups, including women, Black Americans, Mexican Americans and other Americans of Hispanic origin, Asian Americans and American Indians.

Certified HUBs – includes business enterprises that meet the definition of a HUB and who meet the certification requirements of certification agencies recognized by Tarrant County.

Businesses – include firms, corporations, sole proprietorships, vendors, suppliers, contractors, subcontractors, professionals and other similar references when referring to a business that provides goods or services regardless of the commodity category.

Statutory bid limit – refers to the Texas Local Government Code provision that requires competitive bidding for many items valued at greater than $50,000.

POLICY GUIDELINES

A. Tarrant County, its contractors, their subcontractors and suppliers, as well as all vendors of goods, equipment and services, shall not discriminate on the basis of race, color, creed, gender, age, religion, national origin, citizenship, mental or physical disability, veteran's status or political affiliation in the award and/or performance of contracts. All entities doing business or anticipating doing business with the County shall support, encourage and implement affirmative steps toward a common goal of establishing equal opportunity for all citizens and businesses of the county.

B. Tarrant County will use and recognize the State of Texas certification process in conjunction with the implementation of this policy. The County does recognize other agencies' certifications. Tarrant County reserves the right to review the certification status of any vendor applying to do business with the County. This review will be accomplished to determine the validity and authenticity of the vendor's certification as a HUB.

C. The Commissioners Court may establish HUB target goals. Through a systematic approach of soliciting quotes, bids and proposals from certified HUBs and in compliance with applicable state and federal law this policy will strive to meet those goals.

1. Target goals should consider:

    a) the availability of HUB firms within the specific category of goods or services to be procured; and
    b) the diversity of the County's population.

2. The goals should be reviewed and amended periodically.

3. The program may apply to all County procurements including construction and professional services.

4. Particular attention will be given to HUB participation on purchases in excess of the statutory bid limit.

5. The Commissioners Court herein establishes a 20% good faith target goal for Tarrant County.

D. Tarrant County will actively seek and encourage HUBs to participate in all facets of the procurement process by:

1. Continuing to increase and monitor a database of certified HUB vendors, professionals, and contractors. The database will be expanded to include products, areas of expertise, and capabilities of each HUB firm.

2. Continuing to seek new communication links with HUB vendors, professionals, and contactors to involve them in the procurement process.

3. Continuing to advertise bids on the County's website and in newspapers including newspapers that target socially and economically disadvantaged communities.

4. Continuing to provide bid notifications to minority Chambers of Commerce.

E. As prescribed by law, the purchase of one or more items costing in excess of the statutory bid limit must comply with the competitive bid process. Where possible, those bids will be structured to include and encourage the participation of HUB firms in the procurement process by:

1. Division of proposed requisitions into reasonable lots in keeping with industry standards and competitive bid requirements.

2. Where feasible, assessment of bond and insurance requirements and the designing of such requirements to reasonably permit more than one (1) business to perform the work.

3. Specification of reasonable, realistic delivery schedules consistent with the County's actual requirements.

4. Specifications, terms, and conditions reflecting the County's actual requirements are clearly stated and do not impose unreasonable or unnecessary contract requirements.

F. A HUB Policy statement shall be included in all specifications. The County will consider the bidder's responsiveness to the HUB Policy in the evaluation of bids and proposals. Failure to demonstrate a good faith effort to comply with the County's HUB policy may result in a bid or proposal being considered non-responsive to specifications.

G. The Purchasing Department will actively seek the participation of HUB firms in the quotation process for purchases under the statutory bid limit. HUB firms will be identified on the computerized database and linked to the commodities they represent. Buyers will be encouraged to use available internal and external databases of certified HUB firms.

H. Nothing in this policy shall be construed to require the County to award a contract other than to the lowest responsive bidder meeting specifications as required by law. This policy is narrowly tailored in accordance with applicable law.

ADMINISTRATIVE GUIDELINES

A. The Purchasing Department shall serve as the County's HUB Office with responsibility for the implementation, monitoring and general operations of the HUB policy. The Purchasing Agent shall serve as the County HUB Officer.

1. The HUB Officer will establish procedures to implement this policy across the full spectrum of the procurement process. The County HUB Office will periodically review with department head and elected officials regarding procurement opportunities.

2. Managing the policy and training buyers and other County personnel in order to meet County goals will be the responsibility of the HUB Office.

3. The HUB Office will cooperate with other local government entities to increase HUB participation throughout the County and region. The HUB Office is encouraged to participate in educational and other outreach programs to assist HUB firms.

4. The HUB Officer will receive and review complaints and recommendations regarding the implementation of the HUB Policy and the good faith efforts of bidders. Further, the HUB Office will audit for compliance to the HUB Policy on eligible projects after award, during the performance of the contract and after completion, while also making any recommendations to Commissioners Court regarding any irregularities or misrepresentation of facts as they relate to compliance with the policy. The HUB Office will review documentation submitted by HUB firms in compliance with this policy.

5. An annual report along with recommendations shall be provided to the Commissioners Court and Purchasing Board. The annual report will provide statistical data and efforts reflected in the number of purchase orders, value of goods and services purchased, percentages to HUB firms, and outreach and marketing efforts. Other statistics may be required or requested by the Commissioners Court or Purchasing Board.

Section 22

DEBARMENT AND SUSPENSION

Executive Orders 12549 and 12689

PURPOSE

In an effort to provide assurance to the Federal Government that the State of Texas and its sub-recipients comply with Federal Executive Order 12549 and 12689, 2 CFR part 200, ("Sub-awards to debarred and suspended parties"), and the Texas Uniform Grant Management Standards (UGMS), the Texas Department of Public Safety/Texas Homeland Security-State Administrative Agency requires all Homeland Security Grant Program sub-recipients (to include all programs administrated by the TXDPS/THS-SAA) check the debarment status of all vendors before contracting with or making any purchases with funds from any federal grant.

Debarments may be based on convictions, civil judgments or fact based cases involving environmental crimes, contract fraud, embezzlement, theft, forgery, bribery, poor performance, non-performance or false statements as well as other causes. The imposition of a debarment period is for a set period of time decided on a case by case basis.

Suspension may be based on indictments, information or adequate evidence involving environmental crimes, contract fraud, embezzlement, theft, forgery, bribery, poor performance, non-performance, or false statements. This is a temporary action which may last up to one year and is effective immediately.

AUTHORITY

Executive Orders 12549 and 12689 – Debarment and Suspension

POLICY

Prior to procuring or entering into a contract for grant-funded goods or services, the sub-recipient must check debarment status of the vendor using the System for Award Management (SAM) and document that verification has occurred. This policy applies to the procurement of all goods or services regardless of unit price or quantity.

OFFICIAL REPRESENTATIVE

The County Purchasing Agent shall verify the debarment status of all vendors prior to utilizing any Federal Grant Funds, using SAM.gov.

PROCEDURE

The following procedure applies to all purchases funded by Homeland Security or any federal grant funds. No contract will be awarded to any vendor whose name appears on the debarment list prior to notifying the Purchasing Agent.

1. Go to the SAM website.

2. The County Purchasing Agent or their agent will search SAM for the vendor.

3. If the vendor is found to be debarred, the vendor may not be used for procurement utilizing Federal Grant Funds.

4. Print the screen page and retain the procurement documentation.

5. A copy of the screen print indicating the vendor is not debarred, at the time of the procurement, must be included with the supporting documentation submitted to the Texas Homeland Security State Administrative Agency requesting reimbursement of advance.

Section 23

TRAINING

The Tarrant County Criminal District Attorney's Office has ruled that training is NOT a professional service and therefore subject to the same bid laws as outlined in Texas Local Government Code 262.

Training requests will be handled in the same manner as any request for goods or services.

Only the County Purchasing Agent may grant an exemption regarding Section 22, Requests for Quotations.

Only the Commissioners Court may grant an exemption in accordance to Texas Local Government Code 262.024.

PROCEDURE

Once a department is aware of a training need, they will need to contact the Purchasing Department. The buyer will determine how to proceed with the request, through a bid, quote exemption or sole source. If a competitive process is determined, a detailed Scope of Work will be requested from the department.

Scheduling training without going through this process may be considered an unauthorized purchase.

This procedure applies to the following sections in this Procedure Manual:

- Sections 8, 17, 18, 19, 20, 21, 22, and 23.

Section 24

BEST AND FINAL OFFER (BAFO)

INTRODUCTION

The Best and Final Offer (BAFO) process represents an optional step process in the Request for Proposal (RFP) process and is not part of contract negotiations. A BAFO is requested from one (1) more respondents for their best price(s) for a specific solicitation prior to determining contract award.

AUTHORITY

Texas Local Government Code, 262.0295(e); 262.030(e)

POLICY

BAFOs may be conducted with only those respondent(s) most likely to be awarded a contract as determined by the evaluation committee.

PROCEDURE

The BAFO process may be used when:

1. No single response addresses all the specifications.
2. The cost submitted by all respondents is too high.
3. The scores of two (2) or more respondents are very close after the evaluation process.
4. All respondents submitted responses that are unclear or deficient in one or more areas.
5. To obtain the best price.

Procedures for the use of the BAFO process:

1. The original RFP document should contain language that indicates that the BAFO process “may” be used.
2. The evaluation committee and Purchasing will determine if the BAFO process will be conducted and who will be invited to participate.
3. The evaluation committee may restrict the number of respondents invited to submit a BAFO or may offer the option to all respondents. Any respondent(s) deemed not likely to be awarded may be dropped at this point and noted in the documentation. These responses(s) will not figure into the scoring thereafter.
4. In order to develop the content of the BAFO, the buyer may collect questions about the responses from the evaluation committee.

5. The content of the BAFO may also be developed as a result of negotiations with the respondent(s) most likely to be awarded a contract.

6. The evaluation committee through Purchasing may request that the respondent(s) readdress important aspects of the response such as the implementation schedule, level of support, type or amount of resources proposed, contract terms and conditions, or cost.

7. The buyer will send out the request for BAFOs in a letter stating the areas to be covered and the date and time by which the BAFO must be returned.

8. All communication to and from respondents regarding the BAFO will be coordinated by the buyer. This may be in the form of an original response, fax or email, and on company letterhead with an authorized signature.

9. BAFOs submitted after the deadline may not be accepted.

Content and structure of best and final solicitations:

1. BAFO must contain specific information on what is being requested. The integrity of the scope of the original RFP must be maintained.

2. Respondent(s) are not required to submit a BAFO and may submit a written response stating that their response remains as originally submitted.

3 The BAFO must not identify either the current rank of any of the respondents or the lowest price currently submitted.

4. Respondent(s) may be requested to make an oral presentation regarding their BAFO.

Scoring of BAFOs:

1. Evaluation committee members score or re-score the technical portion of the BAFO.

2. Evaluation score sheets for the BAFOs will be developed and provided to the evaluation committee members by the buyer. All scoring worksheets (original evaluation scores, oral presentation scores, best and final scores) will be included with the court communique, with the original scored matrix on the bottom, the presentation matrix next, and best and final matrix on top. Scores for the BAFOs are entered into a NEW score sheet/summary worksheet (matrix) by the buyer.

3. Price proposals (if requested) are evaluated by the buyer. Only the price proposals from the respondent(s) asked to participate in the BAFO process will be used to calculate the score.

Section 25

COUNTY OWNED ASSETS

INTRODUCTION

The taxpayers of Tarrant County have an enormous investment in our county buildings, equipment, and furnishings. As public servants, County employees are responsible for the care and custody of this large investment. Not only is it good accounting policy to maintain accurate inventory records of all county assets, it is also mandated by State law.

AUTHORITY

On July 1 of each year, the county purchasing agent shall file with the county auditor and each of the members of the board that appoints the county purchasing agent an inventory of all the property on hand and belonging to the county and each subdivision, officer, and employee of the county. (See: Section 262.011(i) – Local Government Code).

The Purchasing Agent has control over the transfer of county supplies, materials, and equipment from a subdivision, department, officer, or employee of the county that are not needed or used to another subdivision, department, officer, or employee requiring the supplies or materials or the use of the equipment, with the approval of the Commissioners Court. (See: Section 262.011(j) – Local Government Code).

In addition, the Purchasing Agent assists the Commissioners Court in identifying and disposing of assets that the Court has declared to be surplus property or salvage property in accordance with Local Government Code, Chapter 263, Subchapter D, Disposition of Salvage or Surplus Property. The Purchasing Agent assists the Commissioners Court in obtaining a contract to dispose of the property in a variety of ways. The statute also allows the Commissioners Court to offer the property as a trade-in for new property of the same general type if deemed in the best interest of the county.

DEFINITIONS

Asset Coordinator – The individual designated by each Department Head to serve as the liaison to the Purchasing Department's Fixed Asset Coordinator and the Information Technology Department.

Capital Assets –Property such as equipment, vehicles, and technology assets, including hardware and software valued at $5,000 or more. These assets are capitalized.

Controlled Assets – A firearm asset such as a handgun, rifle, taser, or shotgun of any value.

Fixed Asset Coordinator – The individual designated by the Purchasing Agent responsible for the physical inventory, including the disposal, transport, and storage of assets.

Grant Assets – Assets purchased using grant funds. These assets must be tracked as required by the granting agency.

Heavy Equipment – Heavy duty vehicles or equipment used for operations.

Lost Assets – Assets considered unrecoverable. Reportable to Commissioners Court.

Low Value Furniture, and Equipment Assets – Furniture and equipment valued of $1,500 - $4,999.

Low Value Technology Assets – Technology assets such as computers, printers, and scanners valued at $500 to $1,499.99.

Missing Assets – Assets not located but recovery is anticipated within a year.

Salvage Property – Because of use, time, or accident, property so worn, damaged, or consumed it has no value for the purpose for which it was originally intended, but may have some salvage value.

Stolen Assets – Assets considered unrecoverable, requiring a police report. Reportable to Commissioners Court.

Surplus Property – Property not in use but considered to have future usefulness, either as originally intended or otherwise.

POLICY

RESPONSIBILITIES BY DEPARTMENT

A. PURCHASING DEPARTMENT

Local Government Code 262.011(i) states, "*On July 1 of each year, the county purchasing agent shall file with the county auditor and each of the members of the board that appoints the county purchasing agent an inventory of all the property on hand and belonging to the county and each subdivision, officer, or employee of the county."*

Local Government Code 262.011(j) states, "*To prevent unnecessary purchases, the county purchasing agent, with the approval of the commissioners court, shall transfer county supplies, materials, and equipment from a subdivision, department, officer, or employee of the county that are not needed or used to another subdivision, department, officer, or employee requiring the supplies or materials or the use of the equipment. The county purchasing agent shall furnish to the county auditor a list of transferred supplies, materials, and equipment."*

B. AUDITOR'S OFFICE

Local Government Code states "*The county auditor shall carefully examine the inventory and make an accounting for all property purchased or previously inventoried and not appearing in the inventory."*

C. ALL DEPARTMENTS

Each Department Head has the primary responsibility for safeguarding all technology, vehicles, heavy equipment, furniture, and other equipment assigned to their department. Annually, each Department Head must ensure that an annual inventory is performed to account for all high value and low value furniture and equipment assigned to their department as recorded in the Tarrant County fixed asset inventory system. The Department Head shall sign and verify the inventory list using the Asset Inventory Verification Form FA-02. Each department's Asset Coordinator should submit the appropriate documentation to the Purchasing Department.

The Information Technology Department (ITD) and Department Heads are jointly responsible for the inventory of technology-related assets. After ITD completes its inventory, ITD provides a report to the Purchasing Department. This report includes any discrepancies identified by ITD during its inventory.

The Purchasing Department and/or the Auditor's Office may "spot check," or conduct a full inventory of any county department and recommend changes.

RECEIPT, TRANSFER, AND DISPOSAL OF ASSETS

A. RECEIPT OF NEW ASSETS

Departments are responsible for tagging Capital Assets, Low Value Furniture and Equipment Assets, and Grant Assets using the barcoded tags provided by Purchasing. Substantial shipments of assets to be received at different locations may require additional planning and tagging assistance from Purchasing. Upon receipt of the new asset, the department or Purchasing will apply the barcode. Any missing information in the fixed asset system including but not limited to serial number, model, make, or asset location should be conveyed to the Fixed Asset Coordinator. Barcode tags should be located in plain view and where access is not impaired or difficult to reach. Tag location should also enable the passing of scanner equipment over the tag's barcoding.

To ensure proper tagging of technology assets, under normal circumstances ALL purchased technology assets must be delivered to and received by ITD. ITD is responsible for creating or procuring specially colored and/or uniquely identifiable barcoded tags to assist in identifying Tarrant County technology assets and then entering the barcode and appropriate information into SAP. ITD will also maintain a comprehensive list of these assets.

In general, tags should be placed in plain view and allow easy access. Tag location should approximate the initial point of user contact with the asset. Asset tags may not be removed from Tarrant County property. Both knowingly removing or causing the tag to be removed, altered or obliterate and possessing, selling, or offering to sell county property knowing that the asset tag number has been removed are criminal offenses under Texas Penal Code Section 31.11 Tampering with Identification Numbers.

Assets such as heavy equipment, vehicles, controlled assets, and some technology assets will NOT be physically tagged. A separate list of asset tags will be maintained by the individual departments.

B. TRANSFER OF ASSETS

The Purchasing Agent is authorized by the Commissioners Court to transfer supplies, materials and equipment among the various county departments. The transfer or trade of any Capital Asset or Low Value Furniture and Equipment Asset from one department to another must be documented on Form FA-01, Transfer or Disposal of County Assets. This form should then be forwarded to Purchasing, while the originating department retains a copy for their files. Facilities Management is responsible for the physical movement of all assets if needed, with the exception of technology assets. Facilities Management will not transfer any asset without completing Form FA-01.

ITD is responsible for the transfer of ***all*** technology assets. Any transfers should be documented by an ITD Transfer Sheet. ITD is also responsible for updating the fixed asset system to show the new location of a transferred technology asset.

C. DISPOSAL OF ASSETS

Assets that are no longer needed or are damaged, worn or replaced by a new asset may be sent to the Purchasing warehouse for disposal or auction. The disposal of these assets must be documented on Form FA-01, Transfer or Disposal of County Assets. This form should then be forwarded to Purchasing, while the originating department retains a copy for their files. Excluding technology assets, Facilities Management is responsible for the physical movement of these assets to the warehouse after completing Form FA-01. Technology assets will be moved by ITD and prepared for disposal or auction after completing the Transfer Sheet. Grant Assets require approval by the granting agency prior to disposal.

The Commissioners Court may authorize the Purchasing Agent to dispose of surplus or salvage items. Surplus or salvage assets may be sold by competitive bid or auction by the Purchasing Agent as provided in Section 263.152 of the Local Government Code. The statute also allows the Commissioners Court to offer the property as a trade-in for new property of the same general type if deemed in the best interest of the county. Any stolen, abandoned or confiscated property seized by a peace officer may be disposed of in accordance with Article 18.17, Texas Code of Criminal Procedure.

LOST/STOLEN PROPERTY

The Department Head must report, in writing, any lost or stolen property immediately to the Purchasing Agent. Stolen property must be reported to the proper law enforcement agency, and a copy of the police report must be provided to the Purchasing Agent. If an asset cannot be located or recovered, it will be removed from the department's asset inventory upon approval by the Commissioners Court.

SURPLUS ASSETS FROM WAREHOUSE

Excluding technology assets, Purchasing will maintain a comprehensive list of assets stored at the warehouse. All county departments are urged to contact Purchasing if they are in need of any particular asset prior to purchasing one. Assets received from the warehouse must be documented on Form FA-01, Transfer or Disposal of County Assets. This form should then be forwarded to Purchasing, while the originating department retains a copy for their files. Facilities Management is responsible for the physical movement of the asset from the warehouse to the using department only after Form FA-01 has been completed.

ANNUAL INVENTORY

Local Government Code 262.011(i) mandates that the County Purchasing Agent must file a complete inventory on or before July 1 of each year. The following information is provided to help departments accomplish their part in this process. In addition, Purchasing will be available to answer questions, if requested.

A. DEPARTMENT ASSET COORDINATOR

Each Department Head should designate one employee per division or area to serve as the Asset Coordinator for that department. The person assigned should be generally familiar with the assets used by that department. The designated Asset Coordinator is then responsible for performing all duties pertaining to asset management for items assigned to that department.

B. ANNUAL ASSET INVENTORY REPORT DISTRIBUTION

The Purchasing Department will send a formal inventory request and an Asset Inventory Report listing all Capital Assets and Low Value Furniture and Equipment Assets to each Department Head as of January 31 annually. The reports will list assets assigned to the department and show the due date the inventory should be completed and returned to the Purchasing Department's Fixed Asset Coordinator.

ITD will prepare a Technology Asset Inventory Report listing all capitalized, grant purchases, and low value technology assets (including hardware and software) assigned to county departments as of January 31 annually.

C. DETERMINING ACTUAL INVENTORY

The department's Asset Coordinator should lead the effort to locate and account for Capital Assets and Low Value Furniture Assets and Equipment Assets assigned to the department. Assets such as heavy equipment, vehicles, controlled assets, and some technology assets will NOT be physically tagged. The process can be most effectively accomplished by assigning pairs of employees to count and record all items within a specific area located and accounted for during inventory.

The department's Asset Coordinator should ensure that any changes, including location changes, are recorded next to the appropriate item on the Asset Inventory Report provided by Purchasing. Purchasing should be notified of any items located by the department, but not found on the Asset Inventory Report for further research. The Purchasing Agent and the Auditor's Office will collaborate to ensure that appropriate changes are made to the fixed asset inventory system.

ITD staff should lead the effort to locate and account for Low Value Technology Assets, and Capital Assets assigned to departments. ITD is responsible for noting any differences between the physical inventory and the fixed asset system to the Purchasing Department's Fixed Asset Coordinator. ITD and the Auditor's Office will collaborate to ensure that appropriate changes are made to the fixed asset inventory system.

Any discrepancies between the physical inventory and the Asset Inventory Report should be noted. Some examples of discrepancies may include a description, location, serial numbers, etc.

Purchasing should be contacted immediately for the disposition of any of the following assets:

1. "Missing" assets are those that cannot be located but are expected to be located within a year. Form FA-01, Transfer, or Disposal of County Assets, should **not** be submitted as long as the item is considered "missing".

2. "Lost" or "stolen" assets are those considered unrecoverable. All stolen items should be reported to the proper law enforcement agency. A police report and Form FA-01, Transfer, or Disposal of County Assets, should be submitted to Purchasing.

Upon completion of the inventory, the department's Asset Coordinator should forward the updated Annual Asset Inventory Report and a copy of the Asset Inventory Verification Form, Form FA-02, signed by each Assets Coordinator and the Department Head/Elected Official, verifying the report's accuracy to Purchasing. Any completed Transfer or Disposal of County Assets forms (FA-01) documenting asset status changes should also be sent to Purchasing at this time.

Upon completion of the inventory of technology assets, ITD should forward the updated Asset Inventory Report and a copy of the Asset Inventory Verification Form, Form FA-02, signed by the department's Asset Coordinator, Department Head, and the Chief Information Officer, to Purchasing.

D. RECEIPT AND UPDATE OF DEPARTMENT ANNUAL ASSET REPORT

After receipt and review of the department's annual Assets Inventory Report, Purchasing will correct any asset locations recorded in the county's fixed asset inventory system.

E. RECONCILIATION OF ACTUAL TO RECORDED INVENTORY

The Auditor's Office will perform a reconciliation of the physical inventory to the inventory recorded and the fixed asset inventory system. The Auditor's Office will also request Commissioners Court approval for the removal of any lost or stolen assets from the fixed asset inventory system.

TARRANT COUNTY

TRANSFER OR DISPOSAL OF COUNTY ASSETS

Date: _____

To: PURCHASING DEPARTMENT, FIXED ASSET COORDINATOR

From: _____ **Location:**_____

TYPE OF TRANSACTION

ASSET TRANSFER _____ **ASSET DISPOSAL** _____

From Department _____ **Location** _____

To Department _____ **Location** _____

Asset Barcode Tag Number _____ **Serial Number**_____

Asset Description (Manufacturer, Model, Type of Item) _____

_____

_____

Additional Comments _____

CUSTODY TRANSFER PLEASE PRINT NAME, PHONE AND DATE BELOW

Asset Coordinator _____ **Date** _____

Department Head _____ **Date** _____

Facilities Transfer _____ **Date** _____

Other Transfer _____ **Date** _____

Purchasing Receiving _____ **Date** _____

Other Receiving _____ **Date** _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

For questions, please contact the Purchasing Department Fixed Asset Coordinator at 817-223-3290

Email: Klhendricks@tarrantcounty.com **Fax: 817-884-2629**

FORM NO. FA-01

TARRANT COUNTY

ASSET INVENTORY VERIFICATION FORM

The annual inventory, through physical observation where applicable, of assets in the Tarrant County Department listed below has been conducted in accordance with the instructions provided. The printout of the stated Department with corrections and any other applicable forms is verified to be accurate. By signing below, the Official/Department Head accepts full responsibility for the inventoried assets assigned to the department listed.

DEPARTMENT: _____

AUTHORIZED PERSON WHO VERIFIED INVENTORY: _____
PRINT NAME

_____
SIGNATURE / DATE

DEPARTMENT HEAD: _____
PRINT NAME

_____
SIGNATURE / DATE

****

PURCHASING DEPARTMENT USE ONLY

DATE FORM RECEIVED: _____

PROCESSOR'S SIGNATURE: _____

FORM NO. FA-02

Section 26

DISCLOSURE OF INTERESTED PARTIES
House Bill 1295

INTRODUCTION

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity, or state agency that either (1) requires an action, or vote by the governing body of the entity, or agency before the contract may be signed, or (2) has a value of at least $1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

Procedures related to Vendor Disclosure Requirements amended by Acts 2017, 85th R.S., Chapter 526 (SB 255) changes identified by italicized text apply only to a contract entered into or amended on or after January 1, 2018.

(c) Notwithstanding Subsection (b), this section does not apply to:

1) a sponsored research contract of an institution of higher education;

2) an interagency contract of a state agency or an institution of higher education;

3) a contract related to health and human services if:

(A) the value of the contract cannot be determined at the time the contract is executed; and

(B) any qualified vendor is eligible for the contract;

4) a contract with a publicly traded business entity, including a wholly owned subsidiary of the business entity;

5) a contract with an electric utility, as that term is defined by Section 31.002, Utilities Code; or

6) a contract with a gas utility, as that term is defined by Section 121.001, Utilities Code.

AUTHORITY

House Bill 1295 – Certificate of Interested Parties

POLICY

Prior to award by Commissioners Court, the vendor must complete Certificate of Interested Parties (Form 1295) and submit a signed copy to the Purchasing Agent or his/her designee.

OFFICIAL REPRESENTATIVE

The Buyer shall verify that a Certificate of Interested Parties (Form 1295), is on file prior to approval requiring Commissioners Court action and is filled out in accordance with The Texas Ethics Commission adopted rules.

PROCEDURE

1. Before an award or renewal, including consent, may be presented to Commissioners Court, the Awardee must submit a completed Form 1295 to the Buyer unless exempt by State law.
2. When an apparent Awardee has been identified, the Buyer must contact them immediately and request Form 1295. The awardee must return completed form to the Buyer within ten (10) days of request.
3. Unsuccessful bidders or respondents are not required to complete Form 1295.
4. The Awardee must place the Tarrant County RFB, RFP, RFO, or RFQ number and title on Form 1295, in line #3. These numbers will be provided by the Bid Secretary. Sole Source vendors will need an RFQ number assigned over $50K. These numbers will be provided by the Buyer. For tracking purposes, it is advisable that the Buyer indicates by use of an “I” (informal) or “F” (formal). For example, Request for Qualification: RFQ-2016-001-F; Request for Quotation: RFQ-2016-002-I. Reference this control number in the body of communique.
5. Within thirty (30) days, Buyer must acknowledge, on the TEC website, the receipt of the correctly completed Form 1295. Best practice would be to acknowledge immediately.
6. Do not include Form 1295 in the communique unless it is referenced in a contract. Keep a copy in the appropriate folder.
7. Change orders, contract alterations, modifications, etc. will require a new form from the Vendor. A new form is not required if within a twelve (12) month period referencing the same contract number.
8. When another entity uses a Tarrant County contract, they may request a copy of Form 1295. Cooperative contracts require a vendor to complete another Form 1295 and reference Tarrant County on line 2 and the cooperative bid number and name on line 3.
9. Contracts may require reference to Form 1295. Verify with Tarrant County Criminal District Attorney. If Form 1295 is referenced in a contract, attach a copy with the communique.
10. Contracts involving CSCD do not require Form 1295 unless the CSCD contract is on the Purchasing Commissioners Court Agenda.

NO AWARD WILL BE MADE PRIOR TO TOTAL COMPLIANCE WITH THESE PROCEDURES.

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

All other policy and procedures regarding contract award, contract modifications and contract administration remain the same.

ATTACHMENT II-28

SUPPORTING DOCUMENTATION CONTROLS

Invoices are filed in the order in which they are received. Invoices are scanned into the system to be processed. The system checks for duplicate by matching the invoice number, date, and amount. Each invoice gets its own document number in SAP. Each of these documents have a copy of the invoice attached to it that can be viewed at any time. Original invoices are kept for 3 years then sent to a warehouse the county uses to store older documentation. All purchases have to be approved by the Purchasing Office through a PO or court order before they can be approved for payment in the Auditor's Office (see purchasing policy). All grant purchases are approved by the appropriate grant auditor before they are processed by AP.

ATTACHMENT II-32

UNALLOWABLE COSTS/EXPENDITURES

Grant Auditors review all payments for allowability prior to purchase, based on grant contract, granting agency financial guides, and governmental grants management publications.

ATTACHMENT II-34A

Tarrant County maintains internal control structures that confirm to the requirements of the standards under COSO (Committee of Sponsoring Organizations of the Treadway Commission). These controls are reviewed annually by the County's outside audit firm during the County's annual Single Audit. Any changes to internal controls recommended annually by the outside audit firm are reviewed by management and, if necessary, implemented the following year. Any such changes occurring would be listed by the outside audit firm in the audit report that is issued and included in the County's annual Single Audit.

ATTACHMENT II-34B

UNAUTHORIZED ACCESS CONTROLS

Each employee is given their own specific login for SAP. SAP tracks all changes made in the system by recording the users ID when something occurs. Each individuals access to SAP is setup specifically for their role in the county to ensure confidential files can only be accessed by those that need it and have been granted access to it.

TARRANT COUNTY
WEEKLY
TIME REPORT

ATTACHEMENT II-37
TIMESHEET

EMPLOYEE NAME: ***JODI D. NEWTON*** ***DEPARTMENT:*** ***FISCAL SERVICES***
TITLE: ***CYD PROJECT MANAGER***
SOC.SEC. NUMBER: ***(on file)*** ***DEPARTMENT NO:*** ***5100103000/F0040***

HOURS WORKED:	SAT	SUN	MON	TUES	WED	THURS	FRI	TOTAL
Actual Time In								
Lunch Time In								
Lunch Time Out								
Actual Time Out								
Date								
Regular I.								
Extra Hours*								
Holiday Worked								

TIME OFF CHARGED TO:

Vacation								
Sick								
Personal								
Regular Holiday								
Bad Weather Holiday								
Delayed Holiday								
Military Leave								
Emergency Leave								
Jury Duty								
Worker's Comp								
Administrative Leave								
Suspended								
Other:								

LIST HOURS IF APPLICABLE:

FML								
Absent Without Pay								

****ALL HOURS WORKED IN EXCESS OF 40 PER WEEK MUST BE JUSTIFIED ON THE BACK OF THIS FORM.***

_____ ***DATE:***
Employee Signature

I HAVE READ THIS REPORT AND AUTHORIZE THE APPROPRIATE PAYROLL DISBURSEMENT.

_____**DATE**__/__/____
Supervisor Signature

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

ATTACHMENT II-42
BACKGROUND CHECK POLICY

TARRANT COUNTY

NEW HIRE BACKGROUND CHECKS POLICY

I. POLICY STATEMENT

The Tarrant County Commissioners Court, being the policy development and budgetary control unit of county government, has set forth guidelines, regulations and procedures for the terms and conditions under which background checks are conducted on new hire applicants prior to employment. The Commissioners Court may authorize exceptions to this policy or amend this policy at anytime.

II. POLICY GUIDELINES

A. General. The primary purpose of the background check is to verify the accuracy of information provided by the applicant during the hiring process as well as to evaluate the applicant's qualifications for employment. Background checks may consist of criminal, credit, motor vehicle, educational or employment checks by Tarrant County staff or a third party vendor. Background checks must be administered in a consistent manner. The results of these checks must not be used in any discriminatory manner against any protected class or to retaliate against any individual for having engaged in protected conduct.

1. All positions will be subject to a pre-employment criminal background check prior to being filled with the exception of positions in departments that must comply with specific background check laws and regulations. However, only designated positions will be subject to motor vehicle or financial background checks prior to being filled. The background check must be completed and results verified before any personnel actions are finalized.

2. All checks will be in compliance with applicable laws (Fair Credit Reporting Act, Texas Government Code and Department of Transportation).

3. The Fair Credit and Reporting Act (FCRA) imposes strict limits and disclosure requirements regarding the use of credit and consumer reports in making hiring decisions. The FCRA applies when an employer uses a third party vendor to conduct background checks on applicants. Consumer reports are defined as any communication of any information by a consumer reporting agency. Tarrant County's responsibilities under the FCRA:

   a. Provide a clear and conspicuous disclosure that Tarrant County may conduct a background check separate from the application. This information should be included in the position description as well as any vacancy posting.

   b. Tarrant County must certify to the third party vendor that, as the employer, the County will be in compliance with the FCRA and will not misuse the information.

   c. Obtain written permission from the applicant or employee to conduct the background check.

   d. Provide the applicant or employee with a summary of his/her rights under the FCRA. This provides the individual with information about the Act including possible disputes and steps for their resolution.

   e. Inform the applicant or employee of his/her right to request additional information on the nature of the report and how the information was obtained.

   f. If employment is denied based on the background check results, Human Resources will provide the employee, either via email or the U.S. Mail, the following information:

      1. Notice to the applicant of the decision by the hiring department not to hire the applicant.

      2. A copy to the applicant of his/her rights under the Fair Credit Reporting Act as well as a copy of the results of the background check.

B. <u>Designation of Positions Subject to Credit and/or Motor Vehicle Background Checks.</u> When an appointing authority makes the decision to designate a position to require specific background checks, the following factors should be considered:

- "Safety-sensitivity" of the position as defined by the Department of Transportation;
- Independent interaction with the public (home visits, etc.);
- Interaction with minors, the elderly or disabled individuals;
- Handling of funds or access to sensitive information;
- Required driving to perform the essential functions of the position.

C. Types of Background Checks.

1. Employment History Checks. Employment history of an applicant selected for hiring should be verified by the hiring department. Areas of inquiry should include verification of dates of employment, job titles, duties, reason for leaving and rehire status.

2. Educational Attainment Checks. All applicants must provide proof of the educational attainment as stated on their application for employment. Applicants will be instructed to provide appropriate documents at the time of processing.

3. Motor Vehicle Checks. If applicable to the position sought, a driving history check shall be conducted. The background check must be completed and results verified before any personnel action can be processed for said applicant.

4. Financial (Credit) Checks. In accordance with applicable laws and if applicable to the position sought, a financial check shall be conducted. This check must be completed and results verified before any personnel action can be processed for said applicant.

5. Criminal History Checks. In accordance with applicable laws, background checks for criminal convictions shall be conducted on all applicants who have been selected for hiring in specific departments. The background check must be completed and results verified before any personnel action can be processed for said applicant. When evaluating the results of a criminal background check, the following factors should be considered:

    - Type of conviction (misdemeanor or felony);
    - Nature of the offense;
    - Number of convictions;
    - Age of the convictions;
    - Stability in employment, pursuit of education, etc. since the time of the conviction;
    - Relationship of the convictions to the position being sought;

D. Denial of Employment. Departments must examine whether there is a sound business reason to deny employment to an individual. Consideration should be given to the type, frequency and severity of the violation. If the hiring department chooses to deny employment, the hiring department must be able to articulate non-discriminatory and non-retaliatory reasons as to why employment is being denied. A background check may not automatically disqualify an individual from employment. Each situation will be evaluated on a case-by-case basis by the Appointing Authority, or his/her designee, with the assistance of Human Resources and, when necessary, a legal advisor.

III. ADMINISTRATIVE GUIDELINES

A. The Human Resources department is responsible for the oversight and implementation of this policy. The Human Resources department may develop additional procedures in compliance with this policy in order to insure a clear, fair and consistent process. All such procedures shall be provided to hiring departments.

B. In order to administer background checks in a consistent manner, written guidelines should be established by the Appointing Authority with regard to what factors may disqualify an individual for a specific position. The written guidelines should be reviewed and approved by Human Resources.

C. The County shall require that the selected applicant complete a Background Check Authorization form and forward a copy of the completed form to Human Resources. Human Resources will coordinate the request with the County's selected third-party vendor. All information obtained during the background check is considered confidential. Results of a background check will be considered valid for six (6) months.

D. All documents or records collected related to criminal, motor vehicle or credit checks must be maintained separately from other personnel records for a period of two (2) years from the creation or receipt of the document or record, whichever is later.

180 New Hire Background Checks Policy
Adopted: Court Order #109214 (November 9, 2010)

Attachment II-C43 Travel Policy

TARRANT COUNTY

TRAVEL AND MEETINGS POLICY

I. POLICY STATEMENT

The Tarrant County Commissioners Court, being the policy development and budgetary control unit of county government, has formulated a policy to review and control expenditures related to travel and meetings by County officials and employees and is intended to provide a standardized set of rules and policies governing travel and meeting expenses and reimbursements. The Commissioners Court may authorize exceptions to this policy or amend this policy at anytime.

It is the policy of Tarrant County to reimburse its officials and employees for all reasonable and necessary expenditures incurred resulting from the performance of their official duties. These reimbursements are subject to certain restrictions and limitations as defined in this policy. Nothing in this policy should be construed as authorizing expenditures beyond the budget authority established by the Tarrant County Commissioners Court for the respective departments.

II. DEFINITIONS

Local, or within region travel, refers to the geographic area served by the North Central Texas Council of Governments (Tarrant, Dallas, Collin, Denton, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell and Wise Counties).

Out-of-region, or out-of-region travel, refers to any location outside the geographic area served by the North Central Texas Council of Governments.

Out-of-state, or out-of-state travel, refers to any location outside the State of Texas and requires Commissioners Court approval prior to travel as outlined in this policy.

III. POLICY GUIDELINES

1. It is the policy of Tarrant County that attendance at out-of-state and out-of-region seminars and technical meetings are kept to a minimum. All County officials and employees are strongly encouraged to attend local seminars, meetings, and other applicable offerings whenever possible. In addition,

where practical, attendance should be limited to one individual per department, per seminar or trip. In all matters, County officials and employees should use the most economic means available.

2. Charges for personal items are not eligible for reimbursement. An official or employee may be asked to reimburse the County for any travel or meeting expense (i.e. airfare, registration, etc.) that is paid but not used or attended. Expenses incurred by or as a result of an accompanying spouse or other individual will not be reimbursed.

3. If funds are paid in advance on behalf of or to an official or employee, a Travel Expense Reimbursement Request, along with typically required receipts and other documentation, must be submitted to the County Auditor upon return from the trip.

4. Even though travel and/or education funds have been allocated in the fiscal year budget, all requests for out-of-state travel funds to attend seminars, conferences and other applicable offerings must receive approval of the Commissioners Court before the date of travel. The Travel Expense Reimbursement Request form should be completed for Court consideration and include travel details and reasonable estimated expenses. Prior approval for travel related to job-specific certification and/or continuing education requirements by elected or appointed officials is specifically excluded from this provision of the travel policy.

5. Elected or appointed officials who are in the final year of the current term of office, or in the final year of the current appointment, and who will no longer be an incumbent in that elected or appointed position after the end of the current term or appointment, must have prior Commissioners Court approval to be reimbursed for any out-of-state or out-of-region travel and/or educational costs. The Commissioners Court may authorize additional exceptions to this rule.

6. If, after the Commissioners Court has approved a travel request for a specific employee and the employee is unable to undertake the travel for any reason, the elected official or department head (or acting official or acting department head) may name a substitute individual to replace the employee who is unable to travel. The elected official or department head shall forward the name of the substitute individual to the County Administrator's Office along with a brief explanation concerning the reason for the substitution. If warranted, the County Administrator may ask the Commissioners Court to review and approve the proposed substitution.

7. If travel is cancelled for any reason, cancel as soon as possible to avoid any fees or charges. If any expenditures related to the trip has been made and the elected official or department head does not name a substitute, the department shall seek the maximum available refund of all such expenditures. The elected official or department head shall provide written notice to the County Administrator's Office that a trip has been cancelled,

along with a brief explanation concerning the reason for the cancellation, if funds were expended and how much, if any, will be refunded.

8. If an official or employee has a scheduled reservation and does not arrive at their scheduled time and/or date (also known as a "no show"), the department shall seek the maximum available refund of any prepaid expenses, or refund of any charges or fees resulting from the "no show." The elected official or department head shall provide written notice to the County Administrator's Office of the "no show" situation, along with a brief explanation concerning the reason for the "no show," if any funds were expended and how much, if any, will be refunded.

9. If a bona fide County emergency requires early return and results in additional charges or fees, the County may pay the additional expenses based on appropriate documentation being submitted with the Travel Expense Reimbursement Request along with a detailed explanation of the County emergency.

10. Early return charges and fees for personal reasons will not be paid by the County without appropriate documentation and detailed explanation being submitted with the Travel Expense Reimbursement Request. If an employee requests reimbursement for early return fees for personal reasons, the County Administrator or their designee may review the Travel Expense Reimbursement Request after review by the County Auditor's Office. After reviewing the request, the County Administrator or their designee may authorize the reimbursement.

11. Travel expenditures related to extradition, court witnesses or criminal investigations may be pre-approved by the appropriate department head.

12. **Meals.** In order to be eligible for reimbursement for meal expenses, the employee or official must be on an official County trip/travel which is outside of their standard work routine or job function. If a County trip/travel does not require or include an overnight stay, the meal reimbursement will be considered a taxable fringe benefit, according to the IRS. The reimbursement, prior to the taxable fringe benefit deduction, will be at the local (in-region) and out-of-region established daily rates as indicated below:

Daily Rate (Local, In-region)	$16.00
Daily Rate (Out-of-Region)	$35.00

If the trip/travel includes an overnight stay, meals will be reimbursed using the established per diem rates. Meals on the first and last day(s) of travel will be reimbursed at a reduced level of the daily maximum. The per diem rates are indicated below:

Daily Maximum	$50.00 (Per Diem)
1st/Last Day	$35.00 (Per Diem)

If the trip/travel includes an overnight stay, meals can be reimbursed as indicated below, but not to exceed the daily per diem rate:

Breakfast	$10.00
Lunch	$15.00
Dinner	$25.00

Based on this Policy, it is the department's responsibility to verify that the proper reimbursement is requested. These amounts are reimbursable without need for actual receipts and include gratuities. Actual amounts incurred in excess of these amounts are not reimbursable.

When an employee attends a special function where a specific meal price has been pre-established and exceeds the County's established meal rate, the employee may be reimbursed for that specific meal cost.

In instances where a County official or employee will be out-of-town more than one (1) day, the maximum daily meal allowance amount may be requested in advance.

13. **Hotel.** Actual hotel room expenses will not be reimbursed for any stay within the local travel area without the prior approval of the Commissioners Court. These counties are considered to be within a distance that is reasonably commutable from Tarrant County on a daily basis.

Officials and employees will be reimbursed for actual hotel room expenses for approved stays only. County officials and employees are encouraged to seek reasonable and moderate accommodations and should request a "government rate" if available. Officials and employees will be reimbursed a maximum of $3.00 per day for personal telephone calls. Receipts/folio must be returned with the Travel Expense Reimbursement Form. Non-reimbursable hotel related expenses include:

- In-room movie(s)
- Liquor
- Laundry charges
- Personal Internet service.

Hotel bills may be prepaid. If demonstrated that it is financially beneficial to the County, hotel accommodations may be extended before or after the required stay with the approval of the elected official or department head.

14. **Ground Transportation:**

a. Public Transportation – Business related expenses, including gratuities, for public transportation, including taxis, local bus and train service, etc., will be reimbursed upon proper receipt.

b. Ride Share Services – Commercial ride share services (ex.: Uber, Lyft) expenses, including gratuities, for business purposes will be reimbursed based on detailed receipts.

c. Rental Vehicle – Rental vehicles are authorized only when the amount of travel at the out-of-region destination will make a rental vehicle more economical than a taxi or other ground transportation. When a rental vehicle is used, the official or employee should decline all supplemental vehicle rental insurance offered by the rental agency to cover incidents while using the vehicle for County purposes. The County Risk Management Office will provide all necessary insurance coverage for employees and officials using rental vehicles for County purposes. While not condoned, all use of a rental vehicle for personal reasons is at the risk of the employee or official.

When one (1) or two (2) persons are traveling together and/or attending the same function, a mid-size, intermediate or smaller vehicle may be rented. If three (3) or four (4) persons are traveling together and/or attending the same function, a full-size or smaller vehicle may be rented. For five (5) or more attendees, the most economical and practical vehicle may be rented. Government rental rates should be requested, if available.

If an employee or official wishes to upgrade the vehicle size, they must pay for the rate difference plus fees and taxes. A statement from the rental agency should itemize the additional cost of the upgrade. If the rental agency provides an upgrade at no cost to the County, the employee or official may accept the upgrade. A receipt for rental vehicles and any associated fuel purchases is required before reimbursement will be made.

Employees should plan their trip in advance to include maps and directions so they are able to find their destination(s). The County will not reimburse for GPS devices as part of a rental agreement.

Employees may make their own reservations and seek reimbursement, or use a rental agency voucher issued by the Purchasing Department.

15. **Airfare.** Employees may make their own reservations and seek reimbursement, or use a County designated travel resource where tickets may be obtained and billed to the County. Without regard to the destination, the County will not pay for business class or first class service unless approved by the County Administrator as an exception to this policy.

If a baggage fee is charged, the County will only reimburse for one (1) personal piece of luggage and will not pay for overweight charges. If the purpose of the trip requires the employee to transport equipment or other

business related items, additional charges may be reimbursed with appropriate documentation of the business purpose. The County will not pay additional fees related to the transport of recreational or other personal items. The County will not pay for early boarding fees.

The employee is responsible for providing acceptable proof of actual airline travel with the Travel Expense Reimbursement Request to obtain reimbursement for any travel expenses.

If it is necessary to purchase an airline ticket that is refundable or transferable, it is recommended that the ticket be purchased through the State Travel Office. Travel protection fees are not recommended and will not be reimbursed.

16. **Trip Mileage Using a Personal Vehicle.** Officials and employees driving their personal vehicles on official County business as a part of their trip/travel will be reimbursed at a rate established by the Commissioners Court. Mileage reimbursements for use of a personal vehicle related to normal, daily work activities including local meetings are outlined in the Tarrant County Vehicle Usage Policy. In addition to the requirements within the Vehicle Usage Policy, the following additional requirements specifically apply to mileage reimbursements for trips such as conferences, out-of-region meetings, etc.:

    a. Mileage will be reimbursed for only the shortest, most direct route using an Internet based mapping service.

    b. If using a personal vehicle while on a County business trip where airfare is an option, the total mileage reimbursement for the trip to and from the destination city will not be reimbursed more than the most economical airfare before fees.

    c. If using a personal vehicle while on a County business trip, mileage while on County business may be reimbursed up to twenty-five (25) miles per day while in the destination city. Reimbursement must be claimed on the County's Travel Expense Reimbursement Request form.

    d. If an official or employee drives a County-owned vehicle, all reasonable and necessary direct expenses for which receipts are furnished will be reimbursed (i.e., gas, oil and emergency repairs).

    e. Officials and employees who are assigned County vehicles, but who elect to use their personal vehicles, shall be reimbursed for actual gas expenditures based on detailed receipts.

17. **Out-of-State Usage of County Vehicle.** County-owned vehicles shall not be used for out-of-state travel, or otherwise removed from the boundaries of Texas, without such trip or use being first formally and clearly approved

prior to travel. The request and approval shall use the same criteria and standards utilized for out-of-state travel requests outlined in this Policy.

The use of a vehicle for out-of-state travel without the required prior approval shall subject the user, the department and the vehicle to the results and consequences that are prescribed in the Tarrant County Vehicle Usage Policy for an unauthorized or unapproved use of County-owned vehicles.

18. **Liaison Expense.** In certain instances, the interests of the County are served by providing meals for non-compensated board or committee members, members of the legislative process, and County officials, employees and their guests. In these instances, the County will reimburse/pay up to $50.00 per person, per meal not including gratuities or other charges including taxes. An itemized receipt should be provided and gratuities should not exceed 20%.

    In order to utilize this provision, the department must have a Commissioners Court budget appropriation designated in its operating budget as “Liaison Expense”.

    To seek reimbursement, the County official and employee must provide the following minimum information:

    - Name(s) of party(ies);
    - Business purpose of the meeting (i.e., benefit expected to be gained by Tarrant County as a result of the meeting); and
    - Reimbursement requested.

    This type of expense may be incurred locally, as well as out-of-County.

19. **Other Expenses.** Non-meal and non-ground transportation gratuities will be reimbursed to a maximum of $10.00 for the total trip with or without receipt. Parking, including local parking, will be reimbursed at actual cost or to a maximum of $10.00 for the total trip without receipt. Parking, while conducting business in Tarrant County facilities, is not subject to reimbursement. Complete explanation and receipts must be furnished for all other expenses.

    Types of expenses anticipated include:

    - Prisoner meal(s) cost
    - Parking (above $10.00)
    - Tolls
    - Conference fees (if not prepaid)

    County officials and employees are strongly cautioned against purchasing items while traveling that may be purchased through the normal purchasing

cycle of Tarrant County. Items such as books and computer software are examples of non-refundable purchases.

20. **Non-specified Expenses.** In certain instances, the interests of the County are served by an employee or official incurring certain expenses that are not specifically identified in the previous elements of this policy. These expenses could include reasonable entertainment expenses and other non-traditional expenses (in excess of the maximum limits established by this policy). In order to be paid or reimbursed, such expenditures must be pre-approved by the County Administrator, and documented on a bill, invoice or other independent documentation. The County Auditor will develop a form for certification by the elected official as to the valid county purpose. The determination of such expenses being for valid County purpose shall be the sole discretion of the County Administrator, subject to review by the entire Commissioners Court.

IV. ADMINISTRATIVE GUIDELINES

1. Any exceptions to the provisions of this policy or any item of expense not properly substantiated by receipt or other verifiable evidence will not be reimbursed without specific review and approval by the County Administrator, or their designee, regarding the intent and purpose of the policy. The County Administrator may seek Commissioners Court review and approval regarding the exception and/or reimbursement.

2. The County Auditor determines if receipts or other documentation are acceptable to pay a claim. All officials and employees requesting reimbursement for travel expenses shall utilize the Travel Expense Reimbursement Request form developed by the County Auditor. The same deadlines that apply to the submission of items for inclusion on the Commissioners Court claims agenda will apply to travel requests.

400 Travel and Meetings
Adopted: Court Order No. 65219 (March 25, 1991)
Amended: Court Order No. 66348 (November 19, 1991)
Amended: Court Order No. 65361 (April 23, 1991)
Amended: Court Order No. 67282 (June 16, 1992)
Amended: Court Order No. 67511 (July 28, 1992)
Amended: Court Order No. 71345 (September 27, 1994)
Amended: Court Order No. 74991 (September 10, 1996)
Amended: Court Order No. 77598 (December 16, 1997)
Amended: Court Order No. 79885 (January 12, 1999)
Amended: Court Order No. 81427 (September 21, 1999)
Amended: Court Order No. 83101 (June 30, 2000)
Amended: Court Order No. 96446 (September 27, 2005)
Amended: Court Order No. 106788 (October 27, 2009)
Amended: Court Order No. 122547 (May 10, 2016)
Amended: Court Order No. 126791 (January 9, 2018)
Amended: Court Order No. 130367 (June 11, 2019)

Contractor: Tarrant County

Inventory List

Program: CYD

Contract # 23792901

Date: 7/24/13

Completed by: Jodi Newton

ATTACHMENT II-47
CYD INVENTORY SHEET

ATTACHMENT II-47 ITEM DESCRIPTION	Date of purchase	Total Cost	DFPS funds used in the purchase	Funding Source	Serial Number	Vendor/Brand	Location	Condition	Disposition Preference (please check one)	
									Compensate DFPS for equitable claim	Transfer or return equipment (DFPS or other provider)
Equipment										

*CYD Office: 2100 N. Main Street, Suite 230 Fort Worth, Texas 76164

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Attachment II-49 Equipment Disposal Policy

TARRANT COUNTY, TEXAS

COUNTY OWNED ASSETS
POLICY AND PROCEDURES MANUAL

WRITTEN AND COMPILED BY
THE
TARRANT COUNTY PURCHASING DEPARTMENT

April 2003

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INTRODUCTION

The Taxpayers of Tarrant County have an enormous investment in our county buildings, equipment and furnishings. Not only is it good accounting policy to maintain accurate inventory records of all assets of the county, it is mandated by State Law that these records be kept.

This Asset Policy and Procedure Manual is written documentation of the county policy concerning control, regulation, and accounting of all county assets. Exceptions to these policies and procedures must be approved by the Commissioners Court.

In Tarrant County, the County Purchasing Agent serves as "property manager" of the county. The Purchasing Agent must present an inventory of all the property on hand and belonging to the county on or before July 1st of each year. This inventory is filed with the Commissioners Court, County Judge, County Auditor, and each member of the County Purchasing Board. (See: Section 262.011(i) - Local Government Code of Texas).

The Purchasing Agent also has control over the transfer of equipment from one Department to another, with the approval of the Commissioners Court. (See: Section 262.011(j) - Local Government Code of Texas).

This manual will cover each phase of our assets inventory system. It is important that every county official, department head, and employee have a basic understanding of the policies associated with the county owned assets, because each official, department head, and employee shares in the responsibility of accounting for, using, and maintaining county buildings, equipment, and furnishings. As you read through this document, you will note that it is the responsibility of the county official and/or department head to account for all equipment and furnishings assigned to his/her department. Should property be lost, it becomes the responsibility of the official or department head to replace the lost equipment, or reimburse the county for the lost asset.

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State law is very specific concerning the use of public property for personal use or gain. As a matter of fact, there are very stiff penalties imposed on anyone using county-owned property for personal use. It is the purpose of this manual to make everyone aware of these laws to help prevent any misuse of county-owned property.

While no set of procedures or policies can address all circumstances, the manual is prepared to answer most of the questions of interested persons about the county owned assets. It is not the purpose of this manual to cause hardship to any person, but to provide for a better understanding of the importance of asset management, responsibilities and controls. By establishing standards for property control, the job of controlling and managing county property will be made easier for all concerned.

Jack Beacham, C.P.M.
County Purchasing Agent

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TARRANT COUNTY
ASSET HANDLING AND DISPOSAL PROCEDURES

The information contained herein is designed to assist all county departments and agencies in effectively fulfilling their responsibilities as required by law for safeguarding of, and accounting for, all inventoriable county assets.

I. DEFINITIONS

A. Fixed Asset - Property or equipment valued at $500 or more.

B. Volatile Asset - Assets with a value of $500 to $1,499.

C. Salvage Property - Property that, because of use, time, or accident, is so worn, damaged, or consumed that it has no value for the purpose for which it was originally intended, but does otherwise have value.

D. Surplus Property - Property, other than salvage, not currently useful, but considered to have future usefulness, either as originally intended or otherwise.

II. RESPONSIBILITIES BY DEPARTMENT

In general, though it is the responsibility of each department to annually account for all assigned county volatile and fixed assets, the purchasing department and/or the auditor's office may "spot check," or conduct a full inventory of, any county department, and recommend changes. Purchasing shall also, with documentation from the department, adjust the county inventory records to reflect actual inventory results.

A. PURCHASING DEPARTMENT

The Local Government Code states that each year,"...the county purchasing agent shall file with the county auditor and each of the members of the board that appoints the county purchasing agent an inventory of all property on hand and belonging to the county and each subdivision, officer and employee of the county." Further, ..."the county purchasing agent shall transfer county supplies, materials, and equipment from a subdivision, department, officer, or employee of the county that are not needed or used to another subdivision, department, officer, or employee requiring the supplies or materials or the use of the equipment."

B. AUDITING DEPARTMENT

The Local Government Code states that, "The county auditor shall carefully examine the inventory and make an accounting for all property purchased or previously inventoried and not appearing in the inventory."

C. ALL DEPARTMENTS

Each Department Head or Elected Official has the primary responsibility for safeguarding, and accounting for, all county volatile and fixed assets which have been assigned to their department. This responsibility includes conducting an annual inventory and comparing the results to the record of assets as contained in the Tarrant County computerized fixed asset inventory system. Any appropriate documentation should be subsequently submitted to the Purchasing Department for reconciliation of records.

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III. RECEIPT, TRANSFER AND DISPOSAL OF ASSETS

A. RECEIPT OF NEW ASSETS

The using department is responsible for "tagging" new volatile and fixed assets as they are received. Barcoded tags will be provided to the using departments by Purchasing. Substantial shipments of assets to be received at different locations may require additional planning and tagging assistance from Purchasing. Upon receipt of new assets the using department will apply the barcode and record its nomenclature, cost, site location, floor and room on Form FA-01, Report of Receipt, Transfer or Disposal of Assets. This form should then be forwarded to Purchasing, while the originating department retains a copy for their files. Barcoded tags should be located in plain view and where access is not impaired or difficult to reach. Tag location should also enable the passing of scanner equipment over the tag's bar coding.

B. BARCODED TAG PLACEMENT GUIDELINES

The following are general guidelines for "tagging" specific inventoriable items:

1. DESKS - Desks should be tagged on the left hand side of the opening that your legs go in.
2. CHAIRS - Chairs should be tagged on the inside of the left, back leg. Chairs that are on a rolling pedestal and have no legs, should be tagged on the pedestal in plain view.
3. FILE CABINETS - File cabinets should be tagged on the top, left hand front.
4. CREDENZAS - Credenzas should be tagged on the forward facing surface in plain view.
5. TABLES - Tables should be tagged on the inside of the front leg.
6. TYPEWRITERS - Typewriters should be tagged on the top in plain view.
7. BOOKCASES - Bookcases should be tagged on the lower, left hand, forward facing corner.
8. COPY MACHINES - Copiers should be tagged on the front, preferably near the name or model sticker.
9. COMPUTER EQUIPMENT - Computers, monitors, printers and any related hardware will be tagged by Data Services. Data Services will also maintain a comprehensive list of these assets.
10. VEHICLES/HEAVY EQUIPMENT - These assets will not be tagged. A separate list will be maintained by the Purchasing Department on these items.

These are a few placement locations for barcoded tags. In general, tags should be placed in plain view and allow easy access. Tag location should approximate the initial point of user contact with the asset.

C. TRANSFER OF ASSETS

The Purchasing Agent is authorized by Commissioners Court to transfer supplies, materials and equipment among the various County departments. The transfer or trade of any volatile or fixed assets from one department to another must be documented on Form FA-01, Report of Receipt, Transfer or Disposal of Assets. This form should then be forwarded to Purchasing, while the originating department retains a copy for their files. Facilities Management is responsible for the physical movement of all assets if needed, with the exception of computer equipment which Data Services will move.

D. DISPOSAL OF ASSETS

Volatile or fixed assets that are no longer needed or are damaged, worn or replaced by a new asset may be sent to the may be sent to the warehouse for disposal or auction. The disposal of these assets must be documented on Form FA-01, Report of Receipt, Transfer or Disposal of Assets. This form should then be forwarded to Purchasing, while the originating department retains a copy for their files. Facilities Management is responsible for the physical movement of these assets to the warehouse, with the exception of computer equipment, which will be moved by the Data Services Department. Commissioners Court will periodically authorize the Purchasing Agent to dispose of surplus or salvage properties. Surplus or salvage assets may be sold by competitive bid or auction by the Purchasing Agent as provided in Section 263 of the Local Government Code. Any stolen, abandoned or confiscated property seized by a peace officer may be disposed of in accordance with Article 18.17, Texas Code of Criminal Procedure.

E. MISSING PROPERTY

Lost or stolen property must be reported immediately. Reports of loss or theft must be made by the Elected Official or Department Head in writing to the Purchasing Agent . Reports of theft must have a copy of the theft report compiled by the proper law enforcement agency. If an item cannot be located it will be removed from the departments Asset Inventory after the proper authorization is received.

IV. SURPLUS ASSETS FROM WAREHOUSE

Purchasing will maintain a comprehensive list of all volatile or fixed assets stored at the warehouse. All county departments are urged to contact Purchasing if they are in need of any particular asset prior to purchasing one. Assets received from the warehouse must be documented on Form FA-01, Report of Receipt, Transfer or Disposal of Assets. This form should then be forwarded to Purchasing, while the originating department retains a copy for their files. Facilities Management is responsible for the physical movement of the asset from the warehouse to the using department.

V. ANNUAL INVENTORY

The Local Government Code Of Texas (Section 262.011(i)) mandates that the County Purchasing Agent must file a complete inventory on or before 1 July each year. The following information is provided to help departments accomplish their part in this process. In addition, the Purchasing Department will be available to answer questions, if requested.

A. DEPARTMENT ASSET COORDINATOR

Each Department Head should designate one employee per division or area to serve as the Asset Coordinator for that department. The person assigned should be generally familiar with the assets used by that department. The designated Asset Coordinator is then responsible for performing all duties pertaining to asset management for items assigned to that department.

B. ANNUAL ASSET INVENTORY REPORT DISTRIBUTION

Three months prior to scheduled inventory date, an Annual Asset Inventory Report will be given to each Department Head and Elected Official. The report will indicate all inventoriable items charged to that department.

C. DETERMINING ACTUAL INVENTORY

The department's Assets Coordinator should lead the effort to locate and account for all items charged to that department's inventory. The process can be most effectively accomplished by assigning pairs of employees to count and record all items within a specific area. Leaders may be appointed to "float" among pairs of employees, so as to delay the process as little as possible.

Any changes should be recorded next to the appropriate item found on the Asset Inventory Report as provided by purchasing. Each county department has the responsibility to note and maintain location changes. Any items accounted for, but not found on the Annual Asset Inventory Report, should be "tagged" with a barcode and so noted on Form FA-01.

D. RECONCILIATION OF ACTUAL TO RECORDED INVENTORY

Any discrepancies between the actual inventory and the inventory of record should be recorded on the Annual Asset Inventory Report. Some examples of discrepancies include description, location, serial numbers, etc.

Purchasing should be contacted concerning disposition of any of the following inventoriable items to assure correct adjustment of the Annual Asset Inventory Report:

* "missing" items, those not able to be located but for which recovery is anticipated, usually within a year. Form FA-01, Receipt, Transfer, or Disposal of Assets, should not be submitted as long as the item is considered "missing".

* "lost" or "stolen" items, those considered unrecoverable. Form FA-01, Receipt, Transfer, or Disposable of Assets, accounting for these items should be submitted to Purchasing. In addition, a police report compiled by the proper law enforcement agency should accompany Form FA-01.

Upon completion of the inventory, the department's Assets Coordinator should forward the updated Annual Asset Inventory Report and a copy of the Asset Verification Form, Form FA-02, signed by the coordinator and the Department Head/Elected Official, verifying the reports accuracy to the Purchasing Department. Any completed Form FA-01 documenting asset status changes should also be sent to Purchasing at this time.

E. RECEIPT AND UPDATE OF DEPARTMENT ANNUAL ASSETS REPORT

After the receipt and reconciliation of a department's Annual Assets Inventory Report, Purchasing will update the master records for assets maintained in the county's computer mainframe. After all county departments have been updated Purchasing will continue to process receipts, transfers, and disposals until just prior to printing the Annual Asset Report for that July 1st deadline.

This concludes the general outline for maintaining a department's assets. While no set of procedures can address all circumstances, this guide was prepared to answer most questions by interested persons about county fixed assets. If you or your Assets Coordinator have any questions or concerns, please feel free to contact the Purchasing Department for assistance.

TARRANT COUNTY
REPORT OF RECEIPT, TRANSFER OR DISPOSAL 0F COUNTY ASSETS

DATE_____

To: Purchasing Department, Attn. Fixed Assets Coordinator

From: _____ Location_____
Department

Please amend this department's inventory to reflect the following changes:

TYPE OF TRANSACTION:

New Asset Receipt ___ Missing Asset ___
Asset Transfer ___ Asset Disposal ___

From Department_____Location_____

To Department_____Location_____
Building Location / Floor / Room Number

Asset Barcode Tag No._____Serial No._____

Asset Description (type, make, model, color, etc.)_____

_____

_____

Additional Comments _____

New Asset Received Cost_____Dept. Asset Coordinator_____
Signature and Phone Number

_____ _____
FROM : ELECTED OFFICIAL OR DEPARTMENT HEAD TO : ELECTED OFFICIAL OR DEPARTMENT HEAD

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT'S USE ONLY

DATE FORM PROCESSED_____PROCESSOR'S SIGN._____

FORM NO. FA-01

TARRANT COUNTY

ASSET INVENTORY VERIFICATION FORM

The annual inventory of assets in the Tarrant County Department listed below has been conducted in accordance with the instructions provided. The printout of the stated Department with corrections and any other applicable forms is verified to be accurate. The Official / Department Head who has signed below accepts full responsibility for inventoried assets assigned to this department.

Department_____

Authorized person who verified inventory_____
SIGNATURE

Department Head_____
SIGNATURE

Date_____

PURCHASING DEPARTMENT'S USE ONLY

Date Form Received_____

Processor's Signature_____

Attachment II-50

76106/76164 Community Youth Development Sub-recipient Monitoring Plan

FISCAL AGENT: Tarrant County
Community Youth Development (CYD)
2100 North Main Street, Suite 230
Fort Worth, Texas 76164

FREQUENCY OF MONITORING:

Formal monitoring (on-site reviews) will be conducted annually. On-site monitoring dates are coordinated by the CYD Project Manager with the Grant Auditor and sub-recipient.
Monthly desk reviews will be held to review all fiscal and programmatic documentation for each sub-recipient.

MONTHLY DESK REVIEW

Sub-recipients are given a budget which details allowable uses of State and Federal Award money, and instructions on program performance measures/objectives.

Each month, desk reviews will be conducted by the CYD Project Manager and Grant Auditor to ensure that:

- All costs that the sub-recipient bills for are budgeted and allowable (expenditures are tracked on a spreadsheet maintained on the County's shared drives to compare to budget).
- The sub-recipient has the proper documentation for all expenditures.
- The sub-recipient has proper programmatic documentation.

ANNUAL ON-SITE REVIEW

A fiscal/programmatic/administrative on-site review is performed annually by the Grant Auditor and CYD Project Manager for each sub-recipient. Fiscal compliance is verified by the Grant Auditor, and programmatic/administrative compliance is verified by the CYD Project Manager. The monitoring samples include the highest three months of billed expenditures and a 25% sample of youth served.

Fiscal Review:

The Grant Auditor will review the following areas:

- Adequacy of accounting systems and internal controls, grant administration, equipment and property management and maintenance of project files.

- Relationship of actual expenditures compared to the approved budget.
- Accuracy of financial information and reporting.
- Necessity, reasonableness, and authorizations of costs for the proper administration of the grant.
- Adherence to Federal and State regulations, and compliance with provisions of the sub-award.
- Proper documentation for each expenditure is verified (receipts, invoices, time/attendance records, travel logs, cancelled checks, etc.).
- Bank records are checked to verify each expenditure.
- Tax documentation is verified (941 form).
- Compliance with audit requirements (2 CFR 200.501) is verified, and audited financial statements are reviewed.
- Equipment inventory is verified.
- Fiscal policies are reviewed to see if they are reasonable/allowable (payroll policy, travel policy, cost allocation policy, etc.).

Programmatic Review:

The CYD Project Manager will review the following areas:

- Plan of Operations
- CYD Required Program Services
- CYD Youth Eligibility
- CYD Program Progress
- Community Awareness
- Training and Technical Assistance

Administrative Review:

The CYD Project Manager will review the following areas:

- Administration
- Employees and Volunteers
- Criminal Background Checks
- Personnel Files
- Training
- Internal Controls / Client Confidentiality
- Reporting Abuse
- Childcare Licensing
- 2-1-1 Area Information Center

DOCUMENTATION FOR SUB-RECIPIENT MONITORING:

The Grant Auditor will create a separate file for each sub-recipient to document the on-site fiscal review and will complete the Fiscal Monitoring Tool. The annual fiscal monitoring report will be prepared by the Grant Auditor and submitted to the Grant

Auditor's supervisor for review. Upon approval from the supervisor – the on-site monitoring report (letter), which will disclose any findings that require corrective action, will be distributed to the sub-recipient and CYD Project Manager.

The Grant Auditor will maintain electronic documentation of the on-site review on the County's shared drives. The "submonitoring review tracker" spreadsheet is updated by the Grant Auditor to track all relevant dates (dates of the on-site monitoring, the dates that the fiscal monitoring report is sent out, dates that a response would be due from a sub-recipient, and dates that a corrective action plan must be implemented). The Grant Auditor will update the "single audit tracker" spreadsheet to document each sub-recipient's compliance with the single audit requirement.

A monitoring tool developed by the fiscal agent and approved by Dept. of Family and Protective Services (DFPS) will be used to document the results of the programmatic/administrative monitoring review. All working papers and supporting documentation relating to the programmatic/administrative on-site review will be maintained in a separate monitoring file for each sub-recipient by the CYD Project Manager.

All documentation will be retained for a minimum of 7 years.

HOW WE WILL RESPOND TO FINDINGS:

All sub-recipients will receive a written monitoring report outlining findings/deficiencies, amounts to be recouped, required corrective actions, time frames for implementation of corrective actions, and information regarding plans for follow-up by the fiscal agent.

- The sub-recipient is required to provide a written response within 10 days, and must implement the stated corrective action plan.
- The sub-recipient's response will be reviewed and filed.
- The Grant Auditor and/or the CYD Project Manager will verify that the corrective action plan is implemented and the issue is resolved.
- Non-compliance, or failure to rectify any issue disclosed could result in Tarrant County withholding payments, terminating the sub-award agreement, or implementing any other remedies as allowed by 2 CFR 200.338 – These remedies will be implemented accordingly depending on the situation.
- If necessary, follow-up visits will be scheduled to assist/monitor the sub-recipient.
- Technical assistance will be provided to the sub-recipient throughout the fiscal year as necessary.

ATTACHMENT II-50B

RISK EVALUATION

Prior to assigning a sub award to a sub-recipient, a risk evaluation is done.

- An RFP is developed by Tarrant County, according to the program guidelines in the CYD RFP from HHSC/DFPS.
- The CYD Project Manager reviews proposals submitted by potential service providers to ensure all organizational requirements and program guidelines outlined in the RFP are followed by each sub-recipient.
- As part of the proposal, each potential sub-recipient must complete an Internal Control Structure Questionnaire (ICSQ), which provides information about the entity's financial position, internal controls, personnel, prior audits, etc.
- The ICSQ will be reviewed by the Project Manager and the Grant Auditor for accuracy and completeness.
- CYD past performance (program and budget goal attainment, monitoring reviews, etc) is reviewed for all sub-recipients who received prior CYD funding.
- The CYD Review Committee selects service providers for funding based on risk evaluation and funding priorities set by the CYD Community Strength and Needs Assessment.
- The Project Manager uses the information obtained during the risk assessment and works with the DA's office to write the sub award agreement (contract).

ATTACHMENT II-51

Determination of Subcontractors, Contractors, and Pass-Through Entities

Per CFR 200.330, the following definitions are given.

Subrecipients. A subaward is for the purpose of carrying out a portion of a Federal award and creates a Federal assistance relationship with the subrecipient. See § 200.92 Subaward. Characteristics which support the classification of the non-Federal entity as a subrecipient include when the non-Federal entity:

(1) Determines who is eligible to receive what Federal assistance;

(2) Has its performance measured in relation to whether objectives of a Federal program were met;

(3) Has responsibility for programmatic decision making;

(4) Is responsible for adherence to applicable Federal program requirements specified in the Federal award; and

(5) In accordance with its agreement, uses the Federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity.

Contractors. A contract is for the purpose of obtaining goods and services for the non-Federal entity's own use and creates a procurement relationship with the contractor. See § 200.22 Contract. Characteristics indicative of a procurement relationship between the non-Federal entity and a contractor are when the contractor:

(1) Provides the goods and services within normal business operations;

(2) Provides similar goods or services to many different purchasers;

(3) Normally operates in a competitive environment;

(4) Provides goods or services that are ancillary to the operation of the Federal program; and

(5) Is not subject to compliance requirements of the Federal program as a result of the agreement, though similar requirements may apply for other reasons.

Tarrant County makes a determination regarding whether an entity is a subcontractor or contractor based on the services being provided and their primary beneficiary. For the CYD program, the subcontractor are providing services to clients using federal funding and do not directly provide services to the County for the County's own benefit. Based on the guidance from 2.CFR.330, the agencies receiving funds from Tarrant County would be classified as subcontractors.

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Exhibit D – Project Work Plan

COMMUNITY YOUTH DEVELOPMENT PROGRAM

PROJECT WORK PLAN

The Project Work Plan provides specific details of how services will be implemented under this Grant. The Project Work Plan is designed to be a flexible document that may be revised periodically over the Period of Performance. This flexibility allows the Grantee to propose minor revisions to services or operations to respond to changing context. Revisions to the Project Work Plan must not change the overall scope of the project and must be approved by DFPS prior to implementation. DFPS reserves the right to make the final determination on any proposed revisions.

GRANTEE NAME: Tarrant County

GRANT AGREEMENT NUMBER: TBD

PERIOD OF PERFORMANCE: 09/01/2021 - 8/31/2026

COUNTY & ZIP CODES/S: Tarrant County - 76106, 76164, 76112, 76119

RECORD OF PROJECT WORK PLAN CHANGES

CHANGE #	DATE APPROVED	SUMMARY OF CHANGE	APPROVED BY	BUDGET CHANGE (Y/N)
1				
2				
3				
4				
5				

CONTACT INFORMATION

TYPE	NAME	TITLE	EMAIL	PHONE
PRIMARY CYD PROGRAM CONTACT	Jodi Newton	CYD Project Manager	jdnewton@tarrantcounty.com	817-740-4370
YAC COORDINATOR	TBD			
FISCAL MANAGER	Brittany Drake	Grant Auditor	bndrake@tarrantcounty.com	817-884-3293
EXECUTIVE DIRECTOR OR PRESIDENT	B. Glen Whitley	County Judge	countyjudgegrants@tarrantcounty.com	817-884-1441
DATA CONTACT	Jodi Newton	CYD Project Manager	jdnewton@tarrantcounty.com	817-740-4370
MEDIA CONTACT	Al Roy	PIO	anroy@tarrantcounty.com	817-321-5313

PUBLIC CONTACT INFORMATION

MAIN AGENCY WEBSITE: http://health.tarrantcounty.com

AGENCY EMAIL ADDRESS:	PUBLIC PHONE:	PUBLIC EMAIL CONTACT:
phcustsvc@tarrantcounty.com	817-321-4700	PHCYD@tarrantcounty.com

Main Agency Office Address: List office locations (address and phone number), identifying primary and any other offices.
100 East Weatherford Street Fort Worth, Texas 76196 (Tarrant County Administration)
1101 South Main Street Fort Worth, Texas 76104 (Tarrant County Public Health)
2100 North Main Street Fort Worth, Texas 76164 (CYD Office)

Do you have a process to determine if your agency or any subgrantees require a childcare license based upon the type and frequency of programming? If so, please describe your process for making your determination.

Each subgrantee contacts our local Child Care Licensing Office – Fort Worth (1501 Circle Dr., Suite 310 Fort Worth, TX 76119) to determine if a license is required for their CYD program. If a license is not required, they complete the

appropriate Request for Exemption from Regulation, and receive an email or letter of determination from DFPS. This information is submitted to CYD Project Manager (Program Director) with their application submitted for CYD competitive grant opportunity, or with contract documents for new subgrantees. This documentation is also reviewed during our annual formal monitoring review for each subgrantee.

SUB-AWARDEE CONTACT INFORMATION (*if applicable)*

Program/Org Name	Primary Contact Name	TITLE	EMAIL	WEBSITE	PHONE
TBD					

CYD PROGRAM SUMMARY CHART (SCHOOL YEAR)

Program Component *List all required and ancillary program components offered*	**AGENCY DELIVERING PROGRAMMING**	**ANTICIPATED ANNUAL OUTPUT***	**ANTICIPATED AVERAGE MONTHLY OUTPUT***	**FREQUENCY OF PROGRAMMING**	**PROGRAM LENGTH**	**INTENSITY - Total # of sessions, visits, or interactions per Participant**	**DAYS/TIMES PROGRAMMING PROVIDED BY AGENCY**	**LOCATION – include all where programming is offered**	**VIRTUAL CAPABILITY (Y/N)**	**VIRTUAL MODIFICATIONS**
Ex: Mentoring	*Agency X*	*80*	*35*	*Weekly*	*4-month cohorts (fall & spring)*	*2 sessions weekly x 16 weeks = 32*	*M-F 8a-5p*	*Home, Community, School, Library.*	*Yes*	*Via X platform*
Mentoring	TBD									
Youth Advisory Committee (YAC)	TBD									
Youth Leadership Development (YLD)	TBD									
Post High-School Readiness (PHSR)	TBD									
Additional Ancillary CYD Programs	TBD									

** An unduplicated Youth served is an Index Youth with a unique PEIRS client ID number who receives at least one service and is only counted one time during the State fiscal year. Indicate if Youth served Output target includes any duplicated Youth served.*

CYD PROGRAM SUMMARY CHART (SUMMER)

Program Component *List all required and ancillary program components offered*	**AGENCY DELIVERING PROGRAMMING**	**ANTICIPATED ANNUAL OUTPUT***	**ANTICIPATED AVERAGE MONTHLY OUTPUT***	**FREQUENCY OF PROGRAMMING**	**PROGRAM LENGTH**	**INTENSITY - Total # of sessions, visits, or interactions per Participant**	**DAYS/TIMES PROGRAMMING PROVIDED BY AGENCY**	**LOCATION – include all where programming is offered**	**VIRTUAL CAPABILITY (Y/N)**	**VIRTUAL MODIFICATIONS**
Ex: Mentoring	*Agency X*	*80*	*35*	*Weekly*	*3-month cohorts (1 summer cohort)*	*2 sessions weekly x 12 weeks = 24*	*M-F 8a-5p*	*Home, Community, School, Library.*	*Yes*	*Via X platform*
Mentoring	TBD									
Youth Advisory Committee (YAC)	TBD									
Youth Leadership Development (YLD)	TBD									
Post High-School Readiness (PHSR)	TBD									
Additional Ancillary CYD Programs	TBD									

** An unduplicated Youth served is an Index Youth with a unique PEIRS client ID number who receives at least one service and is only counted one time during the respective month and once annually. Indicate if Youth served Output target includes any duplicated Youth served.*

40 DEVELOPMENTAL ASSETS INVENTORY CHECKLIST (SCHOOL YEAR)

Indicate which Developmental Assets are expected to be built as a result of participation in the CYD program, including specific agency and program components targeting these assets as listed above.

Example: ☒ *Service to others - Agency/Subawardee X – YAC; Agency/Subawardee Y – YLD; Agency/Subawardee Z – Life Skills*

External Assets

All Agency/Subawardees - TBD

Support

☒ Family support

☒ Positive Family communication

☒ Other adult relationships

☐ Caring neighborhood

☐ Caring school climate

☒ Parent involvement

Empowerment

☒ Community values Youth

☒ Youth as resources

☒ Service to others

☒ Safety

External Assets

Boundaries & Expectations

☐ Family boundaries

☐ School boundaries

☐ Neighborhood boundaries

☒ Adult role models

☒ Positive peer influence

☒ High expectations

Constructive Use of Time

☒ Creative activities

☒ Youth programs

☐ Religious community

☐ Time at home

Internal Assets

Positive Identity

☒ Personal power

☒ Self-esteem

☒ Sense of purpose

☒ Positive view of personal future

Positive Values

☒ Caring

☒ Equality & social justice

☒ Integrity

☒ Honesty

☒ Responsibility

☒ Restraint

Internal Assets

Social Competencies

☒ Planning & decision-making

☒ Interpersonal competence

☒ Cultural competence

☒ Resistance skills

☒ Peaceful conflict resolution

Commitment to Learning

☒ Achievement motivation

☒ School engagement

☒ Homework

☐ Bonding to school

☐ Reading for pleasure

40 DEVELOPMENTAL ASSETS INVENTORY CHECKLIST (SUMMER)

Indicate which Developmental Assets are expected to be built as a result of participation in the CYD program, including specific agency and program components targeting these assets as listed above.

Example: ☒ *Service to others - Agency/Subawardee X – YAC; Agency/Subawardee Y – YLD; Agency/Subawardee Z – Life Skills*

External Assets

All Agency/Subawardees - TBD

Support

☒ Family support

☒ Positive Family communication

☒ Other adult relationships

☐ Caring neighborhood

☐ Caring school climate

☒ Parent involvement

Empowerment

☒ Community values Youth

☒ Youth as resources

☒ Service to others

☒ Safety

External Assets

Boundaries & Expectations

☐ Family boundaries

☐ School boundaries

☐ Neighborhood boundaries

☒ Adult role models

☒ Positive peer influence

☒ High expectations

Constructive Use of Time

☒ Creative activities

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Internal Assets

Positive Identity

☒ Personal power

☒ Self-esteem

☒ Sense of purpose

☒ Positive view of personal future

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☒ Caring

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☒ Responsibility

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Internal Assets

Social Competencies

☒ Planning & decision-making

☒ Interpersonal competence

☒ Cultural competence

☒ Resistance skills

☒ Peaceful conflict resolution

Commitment to Learning

☒ Achievement motivation

☒ School engagement

☒ Homework

☐ Bonding to school

☐ Reading for pleasure

OUTPUTS	TARGET	OUTCOMES	TARGET
OUTPUT 1: Expected average number of unduplicated Index Youth served annually.	1,200	**OUTCOME 1:** 10-17-year-old Index Youths will not engage in delinquent behavior.	100%
OUTPUT 2: Expected number of unduplicated Index Youth served monthly during the school year (September – May).	550	**OUTCOME 2:** Index Youth report positive outcomes in at least one domain of the Program Experience Survey at discharge	80%
OUTPUT 3: Expected number of unduplicated Index Youth served monthly during the summer (June-August)	400	**OUTCOME 3:** Index youth improve in at least one domain or area of the survey chosen by PEI between pre- and post-program participation.	75%
OUTPUT 4: Index Youth will complete the PEI Program Experience Survey at Discharge	50%		
OUTPUT 5: Index Youth will complete a matching pre-program participation and post-program participation survey as designated by PEI	60%		

TARGET POPULATION	
AGE RANGE	ANTICIPATED PERCENTAGE OF YOUTH SERVED ANNUALLY
Youth Ages 6-9	30%
Youth Ages 10-17	70%

GOALS AND OBJECTIVES

Please outline the goals and objectives for the first year of the Grant. Objectives are intended to operationalize goals and should be Specific, Measurable, Achievable, Relevant and Time-bound (SMART). (http://www.health.state.mn.us/divs/opi/qi/toolbox/objectives.html). This section will be updated annually prior to the beginning of each fiscal year.

Goals for the program

1. Provide all required CYD program components.
2. Provide family and primary caregiver engagement activities.

3. Maintain Community Collaborative Committee (Local Coalition)
Goal 1: Provide all required CYD program components.
Objective 1: Conduct competitive grant opportunity for all subawards during Spring 2021. Objective 2: Expand CYD services to 76112 and 76119 in addition to historically served 76106 and 76164 through service provider recruitment during Spring 2021. Objective 3: Establish Mentoring, Youth Advisory Committee (YAC), Youth Leadership Development (YLD), Post-High School Readiness (PHSR), and additional ancillary CYD programs through subawards by September 1, 2020.
Goal 2: Provide family and primary caregiver engagement activities.
Objective 1: Each subgrantee will provide activities to involve families and primary caregivers at least once per quarter (varies depending on program) within the first quarter of FY22. CYD will provide monthly activities as a whole throughout each fiscal year. Objective 2: Invite families and primary caregivers to annual CYD Vision Awards ceremony, in April. Objective 3: Invite families and primary caregivers to attend annual CYD Summer Leadership Workshops, in July.
Goal 3: Maintain Community Collaborative Committee (Local Coalition)
Objective 1: Hold quarterly meetings in-person at community location or virtually, starting first quarter of FY22. Objective 2: Include at least 2 YAC representatives at every meeting. Objective 3: Utilize Tarrant County PEI Collaborative to provide presentations at least twice per fiscal year during quarterly meetings.

LOGIC MODEL

There is a wide variety of logic model formats, but most have the same key components including (resources/inputs, activities, outputs, outcomes and impact). Please include your logic model below.

Inputs/ Resources	Activities	Participants	Short-Term Outcomes (Knowledge)	Medium-Term Outcomes (Action/ Behavior)	Long-Term Outcomes (Economic/ Conditions)
Funding Service Providers Youth Staff Volunteers Donations Businesses Facilities (ex: libraries, community centers, etc.) Schools Technology Transportation	Mentoring YAC YLD PHSR Ancillary CYD Programs College Visits Field Trips Service Learning Projects CCC	Youth Families Staff Volunteers Partners	Expand youth knowledge/experiences. Increase life skills. Increase leadership skills. Career Exploration (expose youth to multiple pathways after high school graduation).	Improve scholastic competence (study skills, attendance, etc.). Increase community service. Increase workforce readiness & job opportunities. Increase college readiness.	Reduce juvenile crime. Reduce disciplinary referrals in schools. Increase high school graduation rates. Increase number of youth applying for and/or attending college.

Measures: CYD registrations, referrals, program sites, and funding sources.	**Measures:** # of Activities performed Types of Activities		**Measures:** Program Attendance. Pre/Post Survey.	**Measures:** Data from schools (attendance, report cards) # of community service learning projects. Pre/Post Survey. # of youth who take College Readiness exams.	**Measures:** # of youth involved in juvenile justice system. Data from schools (disciplinary action). # of youth applying for/attending college after graduation.

Purpose/Mission	Context/External Factors
The purpose of Community Youth Development (CYD) is to assist a community in alleviating conditions in the family and community that lead to juvenile crime.	Youth ages 6-17 and their families who live in or attend school in 76106, 76164, 76119, and 76112. Youth must exhibit at least 2 priority characteristics, such as behavioral concern, family conflict, low-income household, school engagement concern, etc.

COMMUNITY STRENGTHS AND NEEDS ASSESSMENT (CSNA)

Include CSNA as an attachment to this Project Work Plan and label Attachment D-1 CSNA

What methods will be used to collect data for the CSNA?

Data will be gathered through various sources (U.S. Census Bureau, TEA, NCTCOG, TC-Juvenile Services, FWISD, Internet, etc.) to establish a demographic and social community profile for the CYD ZIP codes. All results will be included in the CSNA. CYD Project Manager (Program Director) is responsible for this task and implementation.

Community surveys, interviews and community mapping will be conducted by YAC when appropriate to include in our CSNA. At least one project will be completed by YAC each fiscal year.

Community events and meetings will be attended by Community Collaborative Committee (CCC) members (including CYD Project Manager and subgrantees). During these events, information will be gathered from community residents through dialog. This information includes: issues facing youth in the community, service needs, community resources, and programs currently offered in the community. CCC members will discuss community events and dialog during our quarterly CCC meetings. CYD Project Manager will document all valuable information to include in the CSNA.

Please summarize your process for implementing your CSNA, including how data will be utilized to identify Community strengths, needs, assets and gaps in available Youth programming to determine the most appropriate priorities and program array for your local CYD program. Reference CYD RFA Section 2.5.1.E and F for list of CSNA required components.

Data included in the CSNA is compiled and analyzed to include identified service delivery areas, action steps and funding priorities for CYD programming. The CSNA is used to provide outreach for CYD and network with community service providers. These efforts will help provide resources to youth and families in need of services, and help recruit service providers for CYD funding. The CSNA is used to educate and direct subgrantees on content for programming to best meet the needs of the community youth and families, identify best locations and times to conduct programming, and build/sustain partnerships with community schools, community centers and libraries for program referrals and group meeting sites.

Using our CSNA developed for this application, Tarrant County proposes to expand our service area. We propose to continue serving 76106 and 76164 as we have for the past twenty-five years, and add a pilot program in 76112 and 76119 to expand CYD services with at least one new or existing subgrantee. Since 76112 and 76119 are geographically next to one another, and most children and

youth live and attend school interchangeably between the two ZIP codes, CYD will attempt to serve both 76112 and 76119 ZIP codes as one community as we do 76106 and 76164. Therefore, Tarrant County CYD will serve two distinct communities/service areas. It is believed that the presence of CYD will attract more support and services to these communities over the next five years.

The CSNA is posted on our website www.tarrantcounty.com, distributed to community partners and all Community Collaborative Committee members, and included in our local competitive grant opportunity for CYD subgrantees.

How will CSNA results and recommendations for changes to programming be implemented as part of your action plan?

During Spring 2021, Tarrant County will conduct a local competitive grant opportunity for all CYD subawards for services starting September 1, 2021. The most recent CSNA will be part of this local competitive grant opportunity for CYD funding. CSNA results, recommendations for programming, and funding priorities will be used by potential subgrantees to develop their applications and action plans. All potential subgrantees are asked to use the CSNA to identify community characteristics and needs, referral sources and group meeting spaces.

Throughout the five-year contract term, our CSNA will be updated every two years. Subgrantees will be required to review each new CSNA, and modify their action plans based on the current results and recommendations for programming. Action plans will be reviewed and evaluated annually by the CYD Project Manager to ensure efforts are based on current community needs.

How will the Youth Advisory Committee (YAC) be involved in developing the CSNA?

YAC will help strategize and develop the CSNA, which is an ongoing process throughout every fiscal year for Tarrant County CYD. YAC will assist in gathering data through several avenues, which include but are not limited to community surveys, interviews, focus groups and mapping projects. YAC will complete at least one project each fiscal year to include in our CSNA. YAC will lead, design and implement the projects with the supervision of CYD Project Manager and YAC Coordinator.

During FY22, YAC will develop and complete a community resource mapping project for our CSNA. This project will include the youth identify existing community resources within their respective neighborhoods.

LOCAL COALITION

Describe the Local Coalition structure, and if it is exclusively focused on the CYD Program or has a broader community mission with the CYD Program as one focus area.

Tarrant County CYD Community Collaborative Committee (CCC), our Local Coalition, was established with the inception of CYD in 1995. It is exclusively focused on the CYD Program. Our CCC meets quarterly, and includes at least two YAC representatives, diverse social service agency representatives, and all CYD subgrantees. Our diverse social service agency representatives include: Fort Worth ISD, Tarrant County Juvenile Services, Fort Worth Police Department, Workforce Solutions, Northside Community Center, ACH Child & Family Services, Headline Mentors & Performing Arts, Community Learning Center, All Saints Catholic School, Tarrant County, Disability Rights Texas, Overstreet Law Firm, Diamond Hill North Side Youth Association, Artes de la Rosa, Boy Scouts of America, and JP Elder Middle School. Our CCC is constantly networking and recruiting new members. All CYD subgrantees are encouraged to bring their outstanding youth leaders to our CCC meetings as well.

Meeting agendas are developed according to identified needs and issues. Typically, CCC 1st Quarter meeting includes program introductions/information/updates and planning for the fiscal year. CCC 2nd Quarter meeting includes networking with community partners and education on community resources. CCC 3rd Quarter meeting includes the annual CYD Vision Awards ceremony. CCC 4th Quarter meeting includes networking with community partners, outreach for CYD summer programs, and annual CYD Summer Leadership Workshops. Tarrant County will utilize Tarrant County PEI Collaborative to provide presentations at least twice per fiscal year during quarterly meetings.

Our CCC regularly communicates through email with community news and events, youth/family needs, and program referrals.

Describe how Youth will be actively involved in collaborative leadership and decision-making. Youth should assume shared responsibility with appropriate levels of support and have the ability to and carry out youth-initiated activities. Please reference Hart's Ladder of Participation.

At the beginning of every CCC meeting, our YAC representatives are asked to share updates on YAC goals and achievements, monthly service learning projects, and CYD Youth Summit. They also share ideas on creative and interactive programming. For example, after attending the CYD Youth Summit at A&M University, they wanted to emulate that experience locally. They provided CYD Summer Leadership Workshops on July 17-18, 2019 at North Fort Worth Boys & Girls Club. Five CYD subgrantees participated, with 48 youth leaders attending the two-day workshops. Our theme was "Say Yes to Success", and youth enjoyed interactive teambuilding, youth leadership, success, stress awareness & management, and cultural diversity workshops. Youth received breakfast and lunch each day, as well as t-shirts and certificates of achievement for their participation. Youth reported they were very satisfied with the workshops and were greatly impacted by the experience. As a result, YAC chose to provide the CYD Summer Leadership Workshops annually, however Summer 2020 was canceled due to COVID-19. Tarrant County CYD plans to continue providing these annual workshops during the next five fiscal years.

At least two YAC representatives are also involved in our Tarrant County Review Committee for our local competitive grant opportunity for CYD subawards. The Review Committee scores eligible proposals submitted during the grant opportunity, and makes funding recommendations to Tarrant County CYD. The Review Committee makes recommendations regarding specific issues or concerns to address during subaward negotiations. Tarrant County CYD negotiates contracts based on these recommendations, Tarrant County policies, applicable state and federal regulations, and any other applicable DFPS requirements. Once subawards are negotiated, the CYD Project Manager informs the Review Committee of the finalized subcontract terms. The Review Committee may be called upon during the course of the year to help Tarrant County CYD make decisions about redistributing any funds that may otherwise be unspent or other substantial changes to program services. Having youth voices on this committee is important given youth are the target audience.

Describe how the Local Coalition will assist with the CYD Strengths and Needs Assessment (CSNA).

CCC members are charged with establishing the mission and vision of the Tarrant County CYD Program, assessing community needs and strengths, and keeping the community informed regarding CYD services and program status. CCC members already have a grasp on the community strengths and needs because they live and/or work in the community. In addition, they collect information on community needs through accessing current statistical data, attending community meetings, and participating in forums/discussions. CCC members will be called on to distribute and collect surveys from community members if needed.

CYD Project Manager and selected CCC members regularly attend meetings with the following community groups: Diamond Hill Neighborhood Association, Northside Neighborhood Association, Hispanic Wellness Coalition, Our Community Resources & Chicano Luncheons, North Texas Anti-Trafficking Team, Fort Worth Kiwanis Club, Inter-Agency Workforce Group, Unity in the Community, Tarrant County PEI Collaborative, and resource sharing groups. All meetings are attended on an ongoing basis for the purpose of networking with professional collaboration partners, providing outreach, and gaining information for our CSNA. New found resources and professional partners are invited to our quarterly CCC meetings to share information and network.

Determine how Local Coalition will integrate and promote the CYD Program into the Community. Examples may include: outreach events, community events, utilizing existing resources, identifying external funding sources, and connecting to community stakeholders and other existing family support systems.

The CYD program has existed in the 76106/76164 community for the past twenty-five years. The past and current CYD staff and CCC members have worked very hard to ensure all families, schools, community centers, libraries, etc. know about our CYD services and embrace our programs. CCC

members continue to inform the community through attending community events, speaking engagements, community meetings, networking events, etc. CYD information is also promoted on the Tarrant County website (www.tarrantcounty.com).

Our CCC will utilize our 76112/76119 CSNA to identify community partners, community stakeholders and existing service providers. Over the past year, our CYD Project Manager has attended community networking groups in the area to develop community partners and expand our CCC to the new service area with recruitment of new members. Our local CYD RFA will be distributed to all known potential subgrantees and advertised widely through all avenues. Our current CYD subgrantees serving 76106/76164 will also have the opportunity to propose expanding their programs into the new 76112/76119 service area. Community outreach events will be attended to recruit youth participants, and referral sources will be contacted and developed for long-term partnerships (schools, community centers, libraries, service providers, etc.).

Describe how the Local Coalition will encourage collaboration among area agencies to provide an integrated means of identifying barriers to program delivery, finding solutions to these barriers, providing a diverse menu of resources to meet a range of client needs.

CCC members will encourage collaboration among area agencies through their ties in the community. They are charged with keeping the community informed regarding CYD services and program status, and will seek opportunities through community events and local organizations to promote collaborations. Our CCC meetings have a definite agenda, based on outlined goals and objectives, but we also designate time for open discussions. CCC members are asked to bring program information, community statistics, community needs, referrals, and program barriers to each meeting. Members are given time to discuss their particular program and community news/information. This allows for an organic approach to identifying common barriers. Once barriers are identified, subcommittees are formed as needed to address issues of importance. In addition, most CCC meetings include presenters from a wide variety of outside resources.

Describe how the Local Coalition will work collectively to promote Positive Youth Development in the Community.

CCC members are dedicated to positive youth development in the community. CCC members give valuable information to our subgrantees, such as community events/activities, training opportunities, school and community statistics, political information, outside funding and donation opportunities, etc.

CCC will continue to host an annual CYD Vision Awards ceremony, in April. The ceremony includes: YAC officer as Master of Ceremonies, subgrantee program presentations, entertainment and/or teambuilding activities lead by CYD youth, as well as food and decorations. YAC officers and selected outstanding youth leaders will receive a framed certificate. They will be awarded by their program staff, detailing their many achievements, leadership qualities, and why they won the award. Their family and primary caregivers will be invited to attend, who are always proud and excited to witness the award presentation. The ceremony will be located at one of the local subgrantee's facilities in the community, which promotes family participation. We typically have approximately 160 attendees at this ceremony.

CCC will continue to host an annual CYD Summer Leadership Workshop, in July. The workshop topics and activities are selected by YAC. CYD subgrantee staff or guest speakers will lead the workshops, and allow youth leaders to lead when appropriate. 50 selected youth leaders from all CYD subgrantee programs will be selected to attend. In addition to leadership workshops, participants will engage in a collective service learning project. CCC will also implement a parent track (workshops specifically designed for parents). Families and primary caregivers will be invited to attend the parent track, as well as the closing ceremony. Food, t-shirts and supplies are provided by CYD and CCC.

Describe any barriers to collaboration between the Local Coalition and the fiscal agent and explain its strategy for addressing those barriers.

The primary barriers to bringing a substantial number of community stakeholders to the Community Collaborative Committee include: finding a suitable meeting time and date for the group (not everyone can meet on the same day/time), keeping members active, and having to conduct meetings

during weekends/evenings to accommodate youth participation. Our CCC has tried many strategies over the years to gain new membership and keep members active. The CYD Project Manager maintains an updated contact list, and contacts all members through email regarding CCC meetings, community events, referral needs, etc. The CCC has developed a flyer for recruitment, which is distributed at community meetings and events. New found resources and professional partners are often invited to our quarterly CCC meetings to share information and network with our CYD subgrantees and CCC members. These partners are asked to become members of our CCC.
Please attach a list of entities that will participate in the collaboration as **Attachment D-2 Local Coalition** Participants.

REQUIRED & ANCILLARY PROGRAMMING PROVIDED (SCHOOL YEAR)
Please describe in detail the CYD Required and Ancillary Programming your agency provides and how the program will be delivered.

REQUIRED PROGRAMMING – SCHOOL YEAR (*Add Sections as Necessary)*

MENTORING	
Organization/Program Name: TBD	**FY22: Program Funding Amount:** TBD
Grant Agreement Period: From: September 1, 2021 To: August 31, 2022	
All addresses (locations) where services will be provided, (please use full address):	
Describe the Mentoring services to be provided in detail, and Mentoring guidelines as outlined in Section 2.5.10(A)(1) of the RFA:	
What is the adult mentor to Youth mentee ratio:	
Youth Population to be served:	
☒ **Males** ☒ **Females**	☒ **6-9 years of age** ☒ **10-17 years of age**
Race/Ethnicity: All	**Grades Targeted:**

YOUTH ADVISORY COMMITTEE (YAC)	
Organization/Program Name: TBD	**FY22: Program Funding Amount:** TBD
Contract Period: From: September 1, 2021 To: August 31, 2022	
All addresses (locations) where services will be provided, (please use full address):	
Describe the YAC program design, meeting structure and implementation plan in detail as outlined in Section 2.5.10 (A)(2) of the RFA:	

Describe the process for ensuring YAC members will be provided opportunities to serve in leadership roles in the community:	
Describe your process for planning participation in the annual Youth Summit, including recruitment, communication with YAC Coordinator, and ensuring expectations for involvement and engagement are met:	
Youth Population to be served:	
☒ **Males** ☒ **Females**	☐ **6-9 years of age** ☒ **10-17 years of age**
Race/Ethnicity: All	**Grades Targeted:** 6-12

YOUTH LEADERSHIP DEVELOPMENT (YLD)	
Organization/Program Name: TBD	**FY22: Program Funding Amount:** TBD
Grant Agreement Period: From: September 1, 2021 To: August 31, 2022	
All addresses (locations) where services will be provided, (please use full address):	
Summarize the YLD program design and services to be provided in detail as outlined in Section 2.5.10 (A)(3) of the RFA. Include a YLD Scope and Sequence and label as Attachment D-3 Scope and Sequence	
Describe how the three YLD elements will be incorporated into your program design. **1. Leadership knowledge** **2. Leadership skill building** **3. Leadership in action**	
Describe the process for ensuring YLD program Participants will be provided opportunities to serve in leadership roles in the community:	
Youth Population to be served:	
☒ **Males** ☒ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity: All	**Grades Targeted:**

POST HIGH SCHOOL READINESS (PSHR)	
Organization/Program Name: TBD	**FY22: Program Funding Amount:** TBD
Grant Agreement Period: From: September 1, 2021 To: August 31, 2022	

All addresses (locations) where services will be provided, (please use full address):	
☐ Career exploration and workforce readiness ☐ College readiness ☐ Curriculum-Based Life Skills ☐ Life Skills Non-Curriculum ☐ Other: _____ ☐ Other: _____ *Check all that apply*	
Describe the PSHR programming to be provided in detail as outlined in Section 2.5.10 (A)(4) of the RFA:	
Describe how PSHR programming will equip Youth with the experiences and skills necessary to successfully manage the responsibilities required upon entering college, career, and workplace environments:	
Youth Population to be served:	
☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity:	**Grades Targeted:**

ANCILLARY PROGRAMMING – SCHOOL YEAR (*Add Sections as Necessary)*

Service Provider Information	
Organization/Program Name: TBD	**FY22: Program Funding Amount:** TBD
Grant Agreement Period: From: September 1, 2021 To: August 31, 2022	
All addresses (locations) where services will be provided, (please use full address):	
☐ Youth-Based Curriculum ☐ Family-Based Curriculum ☐ Sports and Movement ☐ Academic Support ☐ Family Focused Activity ☐ Arts and Cultural Enrichment ☐ Service Coordination *Check all that apply*	
Describe the programming to be provided in detail. For each program component chosen above, list and detail information each program component separately.	
Target Population to be served:	
☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity:	**Grades Targeted:**

REQUIRED & ANCILLARY PROGRAMMING PROVIDED (SUMMER)

Please describe in detail the CYD Required and Ancillary Programming your agency provides and how the program will be delivered. For each program component, indicate which Developmental Assets are expected to be built as a result of participation in the program component.

REQUIRED PROGRAMMING - SUMMER (*Add Sections as Necessary)*

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MENTORING	
Organization/Program Name: TBD	**FY22: Program Funding Amount:** TBD
Grant Agreement Period: From: September 1, 2021 To: August 31, 2022	
All addresses (locations) where services will be provided, (please use full address):	
Describe the mentoring services to be provided in detail, and mentoring guidelines as outlined in Section 2.5.10 (A)(1) of the RFA:	
What is the adult mentor to Youth mentee ratio:	
Youth Population to be served:	
☒ **Males** ☒ **Females**	☒ **6-9 years of age** ☒ **10-17 years of age**
Race/Ethnicity: All	**Grades Targeted:**

YOUTH ADVISORY COMMITTEE (YAC)	
Organization/Program Name: TBD	**FY22: Program Funding Amount:** TBD
Grant Agreement Period: From: September 1, 2021 To: August 31, 2022	
All addresses (locations) where services will be provided, (please use full address):	
Describe the YAC program design, meeting structure and implementation plan in detail as outlined in Section 2.5.10(A)(2) of the RFA:	
Describe the process for ensuring YAC members will be provided opportunities to serve in leadership roles in the community:	
Describe your process for planning participation in the annual Youth Summit, including recruitment, communication with YAC Coordinator, and ensuring expectations for involvement and engagement are met:	
Youth Population to be served:	
☒ **Males** ☒ **Females**	☐ **6-9 years of age** ☒ **10-17 years of age**
Race/Ethnicity: All	**Grades Targeted:** 6-12

YOUTH LEADERSHIP DEVELOPMENT (YLD)	
Organization/Program Name: TBD	**FY22: Program Funding Amount:** TBD

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

Grant Agreement Period: From: September 1, 2021 To: August 31, 2022	
All addresses (locations) where services will be provided, (please use full address):	
Summarize the YLD program design and services to be provided in detail as outlined in Section 2.5.10(A)(3) of the RFA.	
Describe how the three YLD elements will be incorporated into your program design. **4. Leadership knowledge** **5. Leadership skill building** **6. Leadership in action**	
Describe the process for ensuring YLD program Participants will be provided opportunities to serve in leadership roles in the community:	
Youth Population to be served:	
☒ **Males** ☒ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity: All	**Grades Targeted:**

POST HIGH SCHOOL READINESS (PSHR)	
Organization/Program Name: TBD	**FY22: Program Funding Amount:** TBD
Grant Agreement Period: From: September 1, 2021 To: August 31, 2022	
All addresses (locations) where services will be provided, (please use full address):	
☐ Career exploration and workforce readiness ☐ College readiness ☐ Curriculum-Based Life Skills ☐ Life Skills Non-Curriculum ☐ Other: _____ ☐ Other: _____ *Check all that apply*	
Describe the PSHR programming to be provided in detail as outlined in Section 2.5.10(A)(4) of the RFA of the RFA:	
Describe how PSHR programming will equip Youth with the experiences and skills necessary to successfully manage the responsibilities required upon entering college, career, and workplace environments:	
Youth Population to be served:	
☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**

Race/Ethnicity:	**Grades Targeted:**

ANCILLARY PROGRAMMING – SUMMER (*Add Sections as Necessary)*

Service Provider Information	
Organization/Program Name: TBD	**FY22: Program Funding Amount:** TBD
Grant Agreement Period: From: September 1, 2021 To: August 31, 2022	
All addresses (locations) where services will be provided, (please use full address):	
☐ Youth-Based Curriculum ☐ Family-Based Curriculum ☐ Sports and Movement ☐ Academic Support ☐ Family Focused Activity ☐ Arts and Cultural Enrichment ☐ Service Coordination *Check all that apply*	
Describe the programming to be provided in detail. For each program component chosen above, list and detail information each program component separately.	
Target Population to be served:	
☐ **Males** ☐ **Females**	☐ **6-9 years of age** ☐ **10-17 years of age**
Race/Ethnicity:	**Grades Targeted:**

Family and Primary Caregiver Engagement:
Please outline your plan for how families and primary caregivers will be engaged in the CYD program.

What strategies will be used to demonstrate a commitment to the meaningful involvement of Families and Primary Caregivers in CYD?

Every CYD subgrantee will strive to incorporate as many family and primary caregiver involvement activities as possible in their program throughout each fiscal year. This varies according to program structure. Each program is required to provide at least one activity per quarter. Collectively, Tarrant County CYD will provide at least one activity per month during each fiscal year. Subgrantees document these activities on their monthly reports, which are submitted to the CYD Project Manager during monthly desk reviews. Strategies will include: establishing primary caregiver committees; attendance at community service learning projects, community events, youth performances, sporting events and field trips; program open houses; program family nights; and home visits/phone calls with primary caregivers to keep them informed and involved. Primary caregivers are invited to attend all CCC meetings, annual CYD Vision Awards ceremony, and annual CYD Summer Leadership Workshops.

Please detail the timeline for implementing your plan and strategies as described above.

Subgrantees will submit their plan for quarterly family and primary caregiver involvement activities in their application for CYD funding, which will be submitted as their response to our local CYD RFA for competitive grant opportunity. Only those programs with a detailed, realistic and robust plan will be selected for funding. Subgrantee Project Work Plans will be reviewed and approved by the CYD Project Manager and DFPS prior to finalizing subawards. CYD Project Manager will help coordinate the calendar of activities to ensure at least one activity is provided each month during the fiscal year. Activities will begin September 2021.

PROGRAM CURRICULUM AND EVIDENCE-BASED AND PROMISING PROGRAMS
Please briefly describe how all funded evidence-based or promising programs will be implemented.

Provide **Exhibit H Evidence-Based Ranking Tool** and label as **Attachment D-4 Evidence-Based Ranking Tool**
Applicant provides documentation of evidence-base, research or information on each proposed program with a curriculum by completing the PEI Evidence-Based Program Ranking Tool.
For each Evidence-Based Program or Promising Practice Program proposed, describe any variations from the Evidence-Based Program(s) that have been approved by the developer.
TBD

Curriculums
Add additional rows as needed

Curriculum Name	Program Component (to be used with)	Link to Website or Information	Notes/Comments
TBD			

Virtual Programming
Please briefly describe how you may shift components of your program to virtual if needed.

What is your plan if for any reason **training** must shift to a **virtual format** due to social distancing, local restrictions etc.?
Tarrant County CYD offers annual in-person cultural competency training (3 hours) for all CYD subgrantee staff and volunteers. Virtual training will be provided if necessary through Go-To-Meeting virtual platform. Online cultural competency training resources will also be distributed by CYD Project Manager if training must be conducted virtually. Additional youth development training opportunities will also be offered through Go-To-Meeting virtual platform as available.
If applicable, please indicate whether any events may need to be modified or cancelled should social distancing or local restrictions be in effect. Add additional rows if necessary.

Event or Initiative	Begin Date	End Date	Audience/ Stakeholders
CYD Vision Awards	April 2022		5 YAC officers + 30 subgrantee outstanding leaders. Families & primary caregivers.
CYD Summer Leadership Workshops	July 2022		50 subgrantee youth leaders. Families & primary caregivers for parent track and closing ceremony.

For each Program Component able to be provided virtually, describe any variations or modifications.
TBD

Collaborating with PEI Grantees within Service Area *Please detail efforts to collaborate with PEI Grantees within Service Area*
Describe planned work with PEI Grantees within the service area to plan for partnerships. Outline work that will take place within 60 calendar days of the Grant's execution.
In 2019, the Tarrant County PEI Collaborative was formed to provide an opportunity for all PEI programs to network and partner in serving youth/families in Tarrant County. All PEI programs in Tarrant County are invited to participate. This group has met quarterly since April 2020. The group is still formulating goals and within 60 calendar days of the grants execution, CYD will identify one collaborative project with PEI members to occur over the first grant year.
Describe partnership and collaboration efforts with local Family And Youth Success Program (FAYS).
Tarrant County CYD Project Manager has worked closely with the STAR (now FAYS) program since 1996. She has actively referred youth/families to the program on a regular basis over the years. Many primary caregivers and youth call CYD with emergency and intervention needs that CYD does not provide, and referral to FAYS is always given. CYD subgrantees are also made aware of the resource and refer families as appropriate. ACH Child and Family Services Director of Youth and Family Services manages the current FAYS program in Tarrant County. He is an official member of our CCC. Now that he is a member of our CCC and we collaborate through the Tarrant County PEI Collaborative, CYD and FAYS will have an official and ongoing partnership to collaborate and best serve our community.

PROGRAM IMPLEMENTATION *Please describe in detail how program will be implemented under this Grant Agreement*
Please indicate what startup activities will be necessary at the start of a Grant Agreement (e.g. adding a new sub-awardee) including hiring and training staff, publicizing your PEI program in the community, and recruiting Youth to the program.
Tarrant County provides all direct CYD services through subawards. Spring 2021, Tarrant County will need to perform a formal competitive grant opportunity for CYD services starting September 1, 2021. All subawards will need to be determined. All subawards will be approved by DFPS prior to contracting with Tarrant County. Once awarded, subgrantee staff will immediately register youth, and start recruiting new youth in order to achieve service goals. The CYD Project Manager will facilitate a CYD Orientation prior to the start of each fiscal year for all subgrantees, which includes a CYD handbook that thoroughly details all CYD policies and procedures. If new employees are hired by subgrantees for CYD positions throughout the year, the CYD Project Manager facilitates an individual CYD Orientation within thirty-days of hire. Tarrant County's current CYD Project Manager has held this position for thirteen years, and is fully trained. Tarrant County proposes to add a pilot program in 76112/76119 to expand CYD services with at least one new or existing subgrantee, which will be determined through our local competitive grant opportunity. After subgrantee(s) are selected during Summer 2021, CYD staff will immediately start publicizing the program to the community through all avenues, and work with referral sources to recruit appropriate youth. All services will begin September 1, 2021.
Describe outreach and recruitment strategies and plans. Include plans to reach and engage families demonstrating priority characteristics. If any special population of Youth and families were identified through your CSNA to be served by the program, please provide and the ways the organization will tailor program delivery or outreach to meet the unique strengths, circumstances and needs of the population(s).
All CYD subgrantee programs work with schools, community centers, libraries and service providers in the ZIP code areas to recruit youth and promote program awareness. Social media and virtual platforms will be used for outreach and recruitment. Outreach materials are also distributed and posted on our Tarrant County website. CYD Project Manager develops a CYD flyer at the beginning of each fiscal year (English and Spanish), which lists all CYD subgrantees, services provided, contact information, as well as CYD eligibility information. This flyer is used by CYD Project

Manager, Tarrant County, CCC and YAC for program recruitment and outreach at community meetings and events. CCC members help spread the word to community agencies serving youth and families.

The majority of our community is Spanish-speaking; therefore, all outreach materials will continue to be provided in Spanish.

Outreach, recruitment, entertainment activities, incentives, food and program supplies for each subgrantee are funded by other grants, fundraisers, donations, etc.

Describe plans to alleviate barriers to engagement and participation. Outreach and retention plans should include consideration of community context and information gathered from the CSNA such as Youth with the potential to be underrepresented in programming such as young men or Youth of color.

All CYD subgrantee programs will ensure client engagement by forming positive relationships with staff, volunteers, and program participants. Youth will enjoy a variety of classes and activities that will keep them engaged, which include cultural events, educational field trips, service learning projects, college tours, etc. Youth will be recognized for their achievements and participation in the program with celebrations, including the CYD Vision Awards and CYD Summer Leadership Workshops. Program staff will use social media and virtual platforms, as well as phone calls, texts, home visits and school visits to ensure youth participation and primary caregiver involvement.

When working with teens, it has been found that gender-specific groups are beneficial. Issues are sensitive, and youth are more engaged and comfortable discussing personal matters with their own gender. Tarrant County will seek to include gender-specific programs through our competitive grant opportunity for subgrantees.

Over ninety percent of youth in the 76106/76164 community are Hispanic. Over seventy-five percent of the youth in the 76112/76119 community are Hispanic (approx. 34%) and African-American (approx. 42%). Therefore, most of the youth we serve will be youth of color. All programs must provide Spanish outreach materials, have staff who can speak both Spanish and English, and have a diverse staff to both reflect the youth served and teach youth about different cultures. Referral sources, such as schools, community centers and libraries, will be educated on our programs in order to make appropriate referrals to meet the needs and interests of each individual youth. A variety of programs will be offered.

Describe accessibility of programming to Youth. Applicant must offer programming at times and places that meet the needs of local Youth.

TBD

All subgrantee program service locations will be located within the community, to minimize transportation barriers. Programs will be offered at a variety of times and locations to meet the needs of local youth, including evenings and weekends.

Describe how transportation needs will be met. Address any Youth transportation barriers or needs, and how you will coordinate or provide transportation of Youth to participate in CYD program activities.

TBD

Subgrantee programs will provide transportation when needed through their organization's owned or rented vans/busses. Permission from primary caregiver will be obtained, and all safety procedures will be followed.

Describe the procedures or processes for enrollment, including how a family's eligibility will be assessed. Include information on any screening and assessment instruments your program will use to determine eligibility, needs, and strengths. Include details on the completion of PEI forms and action plans. Include your process for obtaining a new data authorization form annually for each Participant.

TBD

All CYD requirements are listed in the local CYD RFA. All subgrantees must identify how they will

screen for eligibility. If a subgrantee's application does not address how they will meet these administrative requirements, they are not considered for funding. It is a contractual requirement that all subgrantees meet all administrative requirements.

All subgrantees must obtain a new Data Authorization form annually for each participant, prior to receiving services. Index child/youth information is completed with each new registration to assess eligibility of age and ZIP code. Eligibility for Program Participation form is completed by subgrantee staff by gathering information from the referral source and youth. At least two priority characteristics must be exhibited by the youth and selected on the form. For each new participant, the Data Authorization Form, index child/youth information, and Eligibility for Program Participation form are stapled together and submitted by the subgrantee to CYD during monthly desk reviews.

CYD Project Manager maintains a local roster on a monthly basis, which is shared with each subgrantee. This roster tracks each youth and the date of each Data Authorization form. A new form must be obtained by the primary caregiver of the youth participant prior to receiving services for each new fiscal year (starting September 1).

List any pre- or post-assessment tools or surveys that will be utilized during program (e.g. 40 Developmental Assessments or organizational surveys etc.)

Tarrant County will follow all DFPS policies and procedures, and utilize all assessment tools or surveys provided. Program Experience Surveys will be completed for youth closed or exiting the program.

If DFPS does not provide a pre/post assessment tool or survey for CYD, each CYD subgrantee will develop internal youth pre/post surveys for their program, administer the surveys, and complete a survey summary report to analyze the results on a fiscal year basis. CYD subgrantees will submit hard copies of the surveys to CYD for individual client files, which will be available for monitoring. When able, subgrantees will follow the best practice of using unique codes for youth names to ensure youth responses remain anonymous. All surveys will be entered electronically, either by the youth (when completing the survey) or program staff (entering survey results into their electronic system), so that survey summary reports will be completed and submitted to CYD as part of their fiscal year annual report. All subgrantee surveys will be approved by DFPS prior to administering to youth.

Outline retention plans. If incentives will be used to support retention, describe plans for incentives, including the types of incentives to be provided, the intervals in the program at which the incentives will they be given, and what added benefit the incentives provide to the client.

TBD

All subgrantee CYD programs will maintain contact with the youth and families through social media, virtual platforms, flyers, regular phone calls and texts, and/or home visits to ensure effective communication and interest in their program.

CYD Vision Awards and CYD Summer Leadership Workshops are used for retention and incentives. Youth are awarded for their outstanding leadership and participation in CYD programs throughout the fiscal year with a framed certificate. Ceremonies also include food, donated baskets to raffle, entertainment and teambuilding activities.

Describe how Youth are referred to other needed supports when a Participant would benefit from additional programming or supports or when program is at capacity. Include how referrals to other programs or providers are documented, tracked, and supported.

CYD subgrantees all participate in our CCC. Therefore, they have ongoing communication with each other regarding program schedules, activities, topics, capacity, etc. Subgrantees refer youth to other CYD programs, as well as outside service providers and resources when appropriate.

The majority of youth are referred to CYD by referral sources, such as schools, community centers and libraries. Therefore, subgrantees receive a list of youth (group) who are referred to the CYD program, which includes the date of referral and referral source. The CYD staff will inform each

referral source of CYD eligibility factors to ensure only eligible youth are referred. If a participant does not receive services, staff documents reasons why services were not provided on this list. These lists are submitted by each subgrantee to the CYD Project Manager during monthly desk reviews, and maintained in a subgrantee electronic file per fiscal year.

CYD Project Manager has developed a referral form for those youth who are referred by an individual, such as primary caregiver, family member, friend, etc. This form includes the participant name, date of referral, origin of referral, participant eligibility for services, and date participant began the program. If the participant does not receive services, staff documents reasons why services were not provided or why the participant was determined to be ineligible. These referral forms are submitted by each subgrantee to the CYD Project Manager during monthly desk reviews. If the participant receives CYD services, they will have an individual client file maintained by CYD. This referral form will be maintained in their file. If the participant does not receive CYD services, these referral forms will be maintained in a subgrantee electronic file per fiscal year.

Describe Participant activity documentation system(s), processes, and procedures. Include a description of how documentation is maintained and utilized to support program activities as well as information that will be required in Participant file or activity notes.

Tarrant County CYD plans to maintain the following process:

Each subgrantee will meet individually with the CYD Project Manager during a monthly desk review. Desk reviews are scheduled on a consistent monthly day/time for each subgrantee (typically second week of month). All monthly documentation is submitted to CYD during this review. The monthly reviews afford the CYD Project Manager and subgrantees an opportunity to jointly review and discuss services, program goals and attainment, grant expenses, technical assistance needs, and corrective action plans (if applicable). Monthly reports submitted during desk reviews include: monthly report, monthly service tracking form, attendance logs, participant forms, training certificates, and billing. All reports are maintained by subgrantee in electronic files per fiscal year.

Tarrant County has developed a monthly report template, which is completed by each subgrantee on a monthly basis. This monthly report includes: name of agency; name of program; contracted youth goals; list of classes, activities, field trips and special events that were provided for CYD youth (including date, time and location, as well as topic/curriculum/activity); family and primary caregiver engagement activities; collaborative meetings; outreach and awareness efforts; strengths and successes (notable program strengths and successes including client and parent success stories, notable community collaborations and partnership success stories, awards or other recognition, and new initiatives); program challenges (implementation of program services, youth engagement/retention, meeting contractual performance measures, outreach/recruitment and hiring/retaining CYD staff); monthly supervision of CYD staff; and youth referrals. This monthly report helps track specific services provided through each program on a monthly basis.

Tarrant County has also developed a local roster, which documents each subgrantee program's youth served. The roster includes: youth name, DOB, age, 6-9 or 10-17 years old, gender, PEIRS enrollment ID number, date of current CYD data authorization form, duplicates, surveys, closures and number of monthly services. Clients participating in multiple CYD programs (duplicates) are highlighted, and each program is listed on the roster. Monthly, rosters are emailed to each subgrantee after monthly reports/data are processed. Therefore, subgrantees are aware of clients participating in multiple CYD programs, and can work together to best meet their needs.

Hard copy CYD client files are maintained in the CYD office by the CYD Project Manager. Client files include: CYD Data Authorization form, index child/youth information, Eligibility for Program Participation form, referral form (if applicable), pre/post surveys, assessments and surveys required by agency and program model (if applicable), Program Experience Survey, and closure form.

Describe how program completion for Participants will be determined, as well as processes and procedures for Participant closure and any follow-up. Include details of Participant closure documentation, Post surveys, and administration of the Program Experience Survey.

TBD

Tarrant County CYD plans to maintain the following process:

Monthly client participation is tracked on our local CYD roster. Subgrantees follow up with clients who have not participated in the past month(s) to encourage participation and tackle any obstacles. All clients are closed after 90 days of inactivity.

Post-surveys will be completed by youth when they exit the program or annually at the end of each school year (May/June). Pre/post surveys are used to measure individual client growth, increase in protective factors, and success in the program.

Program Experience Surveys will be completed by youth when they exit the program. Program Experience Surveys are used to report positive outcomes, program satisfaction, and improvement suggestions. Results are discussed with CYD Project Manager during monthly desk reviews and annual monitoring reviews. Subgrantees use this information to guide future program initiatives and enhancements to continually improve their program and meet the current needs of youth.

Outline plans to sustain programming beyond the five-year Period of Performance.

Tarrant County continually seeks additional funding sources through grants in order to enhance and sustain programming. All subgrantees supplement CYD funding with additional funding sources, fundraisers, donations, etc. CYD does not fund any of our programs one-hundred percent, all subgrantees use supplemental funding for staff time, supplies, food, incentives, activities and field trips.

Are program offerings listed on 2-1-1 current?

☒ **YES or** ☐ **NO**

ORGANIZATIONAL COMPETENCE

Describe strategies program will use in acknowledging and respecting the diversity of Youth and Families, including their cultural traditions, languages, values, socio-economic status, family structures, sexuality, gender identification, religion, individual abilities and other aspects.

All CYD requirements are listed in the local RFA for CYD, which includes strategies for acknowledging and respecting diversity of youth and families, as well as staff. If a subgrantee's proposal does not address how they will meet these requirements, they are not considered for funding.

Cultural humility trainings will continue to be provided by Tarrant County on an annual basis for all CYD subgrantees. Subgrantees are encouraged to develop task forces and offer ongoing cultural competency workshops for staff. These activities will be documented on their monthly reports.

Describe diversity within organizational leadership and plans to increase diverse backgrounds and demographics of board members or other leadership during the grant period.

Tarrant County Public Health is a nationally accredited by the Public Health Accreditation Board (PHAB), who requires we have a performance management system that requires establishing goals and measures, monitoring and evaluating performance, identifying and implementing improvement strategies and reporting results.

TCPH strives to increase equity not only within our agency, but with our county. Our values, listed in our Strategic Plan, include prevention, diversity, equity, collaboration, individual and organizational excellence, and integrity. We have developed a Health Equity Committee, which works on projects throughout every year to improve equity. The CYD Project Manager is a member of this committee. This committee addresses health equity issues and decreases health disparities in Tarrant County

through community assessment, research of best practices, partnering and collaborating with government agencies, training staff on health equity issues and developing programs to support a broad-based health equity movement.

Tarrant County Commissioner's Court is the general governing body of Tarrant County. The Court is made up of the County Judge, who is elected countywide and presides over the full Court, and the four County Commissioners – each elected from one of the County's four precincts.

Describe plans for utilization of the Youth Program Quality Assessment (YPQA), including your organization's plan for completing training and ongoing improvement planning and improvement plan implementation processes across the 5-year grant cycle. These plans should include Subawardees, if applicable.

YPQA will be used to assess subgrantee activities and programs services for effectiveness and responsiveness to the needs of CYD youth and enhance their approach during the grant term.

CYD Project Manager will complete the YPQA training during FY21. Training will be provided to subgrantee during the first half of FY22 for any selected CYD subgrantees who have not already been trained. CYD Project Manager will begin utilizing the YPQA with all subgrantees during the second half of FY22, and every fiscal year thereafter. Subgrantees submit an annual report to CYD, which will include program assessment results and improvement plans for the following fiscal year. All YPQA information will be gathered by the CYD Project Manager to include in our 4th Quarter/Annual Report submitted to DFPS.

PROJECT STRUCTURE & STAFFING

PEI programs for which the organization is currently receiving funding:

Community Youth Development (CYD) and Nurse Family Partnership (NFP)

Provide the following attachment(s):

- **Agency organization chart** for the lead agency that shows how the PEI-funded program activities fit into the overall structure. Please include names and titles for positions that will directly work on this project. Label as **Attachment D-5 Agency Org Chart**.
- **CYD Program Chart** should include all lead agency staff and volunteers funded by CYD and clearly show lines of reporting and supervision. Label as **Attachment D-6 CYD Program Chart**.
- If sub-awardees will be used, please include a project chart that shows the reporting structure between the lead and the subawardee(s), as well as sub-awardee positions that will work on this project. Label as **Attachment D-7 Subawardee Org Chart**.

Describe the staffing structure for the project. Describe qualifications for administrator(s), supervisor(s), staff working directly with program Participants and data staff. Describe intentional recruitment of staff with diverse backgrounds and experience supporting Positive Youth Development.

Tarrant County Key Personnel include:
1. Supervisor of Program Director: Associate Director, Family Health Services (not CYD funded)
2. Program Director: CYD Project Manager
3. Data Support: Data Entry Position
4. Fiscal Manager: Grant Auditor (not CYD funded)
5. YAC Coordinator: Subgrantee (TBD)

Tarrant county is an Equal Opportunity Employer and does not discriminate against applicants or employees on the basis of race, color, religion, gender, sexual orientation, gender identity, mentor or physical disability, age, national origin or veteran status, or on the basis of genetic information.

1. Associate Director, Family Health Services: minimum requirements = master's degree in Public Health, Nursing, Nutrition, Community Health or related field. An advanced graduate degree in Maternal and Child Health or a related field strongly preferred. Seven years of experience in public health or a related field including four years in management. Three years of work experience in maternal and child health strongly preferred. Nursing or dietitian registration required if incumbent is

a nurse or dietitian. Ability to work well with others including strong communications and presentation skills. Ability to problem solve and plan activities. Possess strong organizational skills. Possess strategic thinking and planning skills and passion for public health. Organized, critical thinker with time management skills. Comfortable working with the clinicians, funders, professional organizations, and community partners to achieve goals.

- Role = supervise CYD Project Manager and CYD program oversight.
  - J'Vonnah Maryman, the current Associate Director, Family Health Services, has been with TCPH since September 2017. She holds a PhD and MPH.

2. CYD Project Manager: minimum requirements = bachelor's degree or equivalent. Minimum of three years relevant work experience. Background in Accounting and Finance, Technical Writing, Community Youth Development or Juvenile Services or related experience preferred. Management and supervisory experience preferred. Grant preparation and administration background. Computer experience. Ten key by touch. Must possess a valid Texas Driver's License, automobile insurance and reliable transportation.

- Roles (as described in RFA) = Program Director, Program Coordinator, YPQA Coordinator, and Data Support. CYD Project Manager is responsible for all data entry. Data Entry Position will assist with data entry when position is filled, and CYD Project Manager will supervise.
  - Jodi Newton, the current CYD Project Manager, has been with TCPH since April 2008. She has a Bachelor's degree in Social Work, and has worked with CYD since 1996.

3. Data Entry Position (part-time): minimum requirements = high school diploma or equivalent. Minimum of one year experience in related field, including data entry experience. Detail and organizational skills required. Customer service experience preferred.

- Role (as described in RFA) = Data Support
  - TBD

4. Grant Auditor: minimum requirements = bachelor's degree in business required, accounting degree preferred. Two years of accounting or auditing experience required. Ability to collect and analyze financial data and draw logical conclusions. Ability to recognize risks and communicate those risks to management for action. Ability to make decisions based on relevant criteria. Effective verbal and written communication skills. Proficient use of spreadsheets and word processing. Grant experience preferred.

- Role (as described in RFA) = Financial Manager
  - Brittany Drake, the current Grant Auditor, has been with Tarrant County Auditor's Office since January 2008. She has a Bachelor's Degree in Business.

5. YAC Coordinator: Subgrantee (TBD)

Subgrantee Staff (TBD): minimum requirements = 18 years of age (minimum), high school diploma or GED, one year of experience in health and human services field to include work with youth. All staff and volunteers must follow the highest ethical standards in the performance of duties. All client information is privileged and confidential, and must be protected at all times.

All TBD subgrantees will have their own minimum requirements for each position within their CYD program, as well as strategies for recruitment of staff with diverse backgrounds and experience supporting Positive Youth Development.

Describe supervision structure. Detail plans for administrative, clinical, and reflective supervision for staff.

Tarrant County CYD plans to maintain the following process:

Associate Director, Family Health Services meets with CYD Project Manager every other week during a set day/time. CYD Project Manager submits a report prior to each meeting that details ongoing project updates/status, CSNA, new communication pieces for review, CCC updates, training, upcoming vacation, action plans, and outputs/outcomes. During each meeting, the report is discussed and there is an opportunity to gain insight and reflection.

CYD Project Manager formally meets with the Data Entry Position on a weekly basis to discuss weekly tasks, offer technical assistance and training, and gain insight and reflection. In addition, both positions work in the CYD office; therefore there is constant communication and oversight.

Grant Auditor meets with CYD Project Manager on a monthly basis to ensure all CYD expenses are billed to the correct line item and submitted to DFPS correctly and timely. The Grants Auditor is supervised by the Senior Grants Auditor. They also meet on a monthly basis to ensure CYD is on target and all expenses are processed correctly.

YAC Coordinator, as well as all subgrantee designated program staff, meets with the CYD Project Manager on a monthly basis during our monthly desk reviews. All monthly reports are submitted. Program progress, successes and challenges, technical assistance, program observation, referrals, outreach, and reflection are all discussed.

All subgrantees must provide support and at minimum monthly supervision of all staff that provide direct services to clients, including volunteers. This supervision must provide the direct staff and volunteers an opportunity to gain professional development, support, and advice about their work with the clients. Monthly meetings are detailed on each subgrantee's monthly report. Therefore, CYD Project Manager can verify this monthly requirement has been met.

Indicate whether volunteers or interns will be used. If so, please specify tasks or duties, minimum qualifications, trainings, and supervision structure.

Volunteers or interns are not planned to be used by Tarrant County CYD at this time. Subgrantee volunteers and interns are TBD.

Identify who will be responsible for ensuring background checks are conducted. Describe your process for ensuring background checks are conducted.

Tarrant County CYD plans to maintain the following process:

CYD Project Manager is responsible for ensuring background checks are conducted.

Initially – CYD Project Manager hosts a CYD Orientation for all subgrantees prior to start of services. CYD handbook is given to each subgrantee during the orientation, which includes DFPS required background check forms and policies/procedures. All staff and volunteers must submit the forms to the CYD Project Manager before hire. She enters the information into ABCS. Once the clearances are obtained from DFPS, she sends them to the subgrantee and notifies them of CYD clearance/start date.

Ongoing – The CYD Project Manager maintains individual personnel files for all subgrantee staff and volunteers, which include criminal background checks (updated every 2 years), I-9's, job descriptions, resume/application, diploma/transcript, and training documentation. CYD Project Manager maintains a personnel spreadsheet, which tracks all of this information. When documentation is needed, or a criminal background check is expiring within the next 2-3 months, information/forms are requested from the subgrantee HR department through email or task list. If a background check expires, the staff or volunteer is not allowed to interact with CYD clients or information in any way until they are cleared again. Staff will only be paid through CYD if clearances are active.

Annually – CYD Project Manager conducts a formal on-site monitoring review for each subgrantee. Background forms, clearances and personnel files are part of this review.

Describe plan for maintaining required activities during vacancies and staff transitions. Include tangible plans for program oversight; program delivery; recruitment and outreach; sustainment of relationships; and community and systems-level strategy.

In the instance of any CYD staff position being vacant, other Tarrant County Public Health staff members will be able to administer their duties until the position is filled. The Associate Director,

Family Health Services will support CYD staff members to ensure services are not hindered by any staff vacancy. All staff will go through DFPS background check process prior to being assigned tasks that involve handling CYD client information, client contact and finances.

CYD on-the-job training is provided by the CYD Project Manager. CYD specific trainings would include: PEIRS database, ABCS system, reports, processes, filing systems, etc. In the absence of the CYD Project Manager, the Associate Director, Family Health Services will be responsible for administering training to new hires.

Describe your organization's policies and procedures for reviewing case files for quality and completeness.

Tarrant County CYD plans to maintain the following process:

Hard copy CYD client files are maintained in the CYD office by the CYD Project Manager. Client files include: CYD Data Authorization form, index child/youth information, Eligibility for Program Participation form, referral form (if applicable), pre/post surveys, assessments and surveys required by agency and program model (if applicable), Program Experience Survey, and closure form. All youth who have turned eighteen (18) years old are closed at the end of each fiscal year. Data Entry Position assists with filing, and all files are reviewed by CYD Project Manager to ensure quality and completeness.

CYD Project Manager documents all client information, including dates of completed forms/surveys, on a local roster on a monthly basis. This tool serves as a checklist, and is used to ensure all forms/surveys are submitted for each client as required/appropriate. If forms/surveys are needed, CYD Project Manager submits tasks lists to each subgrantee on a monthly basis. If forms/surveys are delinquent on a quarterly basis, subgrantees must submit a corrective action plan, which is reviewed during monthly desk reviews until all actions are completed satisfactorily.

Describe your process for tracking all training for staff including tracking of training at the Subawardee level (if applicable) and the position(s) responsible for tracking.

Tarrant County CYD plans to maintain the following process:

All CYD funded positions are required to have at least twelve hours of training annually, including three hours of cultural competency/diversity training.

Subgrantees submit training certificates during monthly desk reviews, which include the title of training, presenter, date, location and number of hours. CYD Project Manager tracks training hours for each staff per fiscal year on a personnel spreadsheet. Training accomplishments and needs are documented on quarterly reports submitted by CYD Project Manager to each Subgrantee. Numerous training opportunities are hosted and shared by CYD Project Manager and CCC to each subgrantee to ensure training hours are met. If subgrantees are chronically delinquent in completing training requirements, they must submit a corrective action plan, which is reviewed during monthly desk reviews until all trainings are completed. Training hours and certificates are also reviewed during our annual on-site formal monitoring reviews.

List the training your staff and Subawardee staff (if applicable) will receive as part of your training plan. In addition to evidence-based training requirements (if applicable), list any specialized trainings you anticipate providing to staff (e.g. cultural humility, cultural competency, mental health first aid, etc.). Please add additional rows as needed.

Training Type/Title	Staff Roles Receiving	Training Process	Timeframe
New Employee Orientation	All new CYD staff/volunteers (Tarrant County & subgrantee)	☐ In-person by model ☐ In-person consultant ☒ By supervisor/staff ☒ Webinar ☐ Self-guided	At Hire
CYD Orientation	New CYD staff (Tarrant	☐ In-person by model	Within 30

	County & subgrantee) All subgrantee staff.	☐ In-person consultant ☒ By supervisor/staff ☒ Webinar ☐ Self-guided	days of hire. Prior to start of fiscal year.
PIP Conference	Associate Director, Family Health Services CYD Project Manager YAC Coordinator Subgrantee staff as able/appropriate	☐ In-person by model ☒ In-person consultant ☐ By supervisor/staff ☒ Webinar ☐ Self-guided	Annually
YPQA	CYD Project Manager Subgrantee staff as appropriate	☒ In-person by model ☐ In-person consultant ☐ By supervisor/staff ☒ Webinar ☐ Self-guided	1st 6 months of FY22
Cultural Humility	All	☐ In-person by model ☒ In-person consultant ☒ By supervisor/staff ☒ Webinar ☐ Self-guided	Annually
Youth Development - TBD	All	☐ In-person by model ☒ In-person consultant ☒ By supervisor/staff ☒ Webinar ☐ Self-guided	Annually
Evidence-Based or Promising Practice Program Training - TBD	TBD - as needed/appropriate	☒ In-person by model ☒ In-person consultant ☒ By supervisor/staff ☒ Webinar ☐ Self-guided	TBD
40 Developmental Assets Training	All	☒ In-person by model ☒ In-person consultant ☒ By supervisor/staff ☒ Webinar ☐ Self-guided	TBD

DATA & DATA USE *Please briefly describe the quality assurance processes that will be utilized for this Grant Agreement*
Describe how your agency will use data to identify ongoing client and community needs and inform ongoing program improvement.
CSNA will be completed every two years, and CYD staff review this data with subgrantees to identify emerging community needs and suggestions for program modifications if needed. In addition, Program Experience Surveys, client interviews, and internal subgrantee surveys will be used to determine satisfaction of each CYD subgrantee program. This data will be reported on an annual basis to CYD through subgrantee annual reports. Subgrantees are also required to analyze and strategize program improvement for the next fiscal year based on these results. The CYD Project Manager compiles all subgrantee annual reports into our Tarrant County CYD annual report to DFPS. Improvement strategies are discussed and monitored through monthly desk reviews and corrective action plans if applicable.

During quarterly CCC meetings, new and innovative ideas for programming, community events, service learning project opportunities, trainings, resources, referrals and youth voice will be discussed to identify ongoing client and community needs and inform ongoing program improvement.

Describe your quality control procedures to ensure the accuracy and timeliness of data entry for all CYD programming provided, including the staff position(s) responsible for data entry, quality assurance, and analysis.

Tarrant County CYD plans to maintain the following process:

Data Entry Position will be responsible for data entry into the PEIRS data system. CYD Project Manager will be responsible for data entry if the Data Entry Position is not filled/unavailable/absent. CYD Project Manager will ensure all data is entered timely and accurately each month.

Each subgrantee meets individually with the CYD Project Manager during a monthly desk review. All monthly documentation is submitted to CYD during this review.

The procedure for data review is as follows:

First – all CYD Data Authorization forms are compared to the local roster, which tracks participants for the entire CYD program from 2010 to present. If the client has participated in CYD and already has a file, the file will be pulled and updated with new forms. If the client is new, a file will be established.

Second – subgrantee's Monthly Service Tracking form (MST) is compared to the local roster, which tracks program participants for the overall CYD program and each subgrantee. This process ensures clients are active in CYD and have all required registration forms. Client closures are documented on the MST, so client services will not be counted if the client is closed.

Third – all new CYD registrations (CYD Data Authorization form, index child/youth information, and Eligibility for Program Participation) are entered into the PEIRS database. Prior to entering, attendance logs are analyzed to determine first date of service for each new client. Services are only counted after the date of primary caregiver consent for authorization of service on the CYD Data Authorization form.

Fourth – all sign-in sheets/attendance logs are reviewed to ensure MST service data is correct for each subgrantee. Sign-in sheets/attendance logs are also compared to the monthly reports to ensure all services are counted. All sign-in sheets/attendance logs must be signed by subgrantee program staff for verification.

Fifth – each client name on the MST is queried. When the named queried matches the PEIRS database information, the number of times attended (services) is entered, and the CYD assigned enrollment number is checked or written in red ink beside the client's name on the MST. If there are any problems with spellings, parts of the name missing, or incorrect date of birth, the information is compared to the database and the hard copy registration form. At the time of entry, discrepancies may be found with the client information listed on either a CYD Data Authorization form or MST. Those participants cannot be entered until this correction of the problem issue is resolved. The CYD Project Manager works with the subgrantee to resolve any discrepancies before the data entry deadline. This process is completed monthly to ensure that the participant data is accurate, and is correctly listed by both the subgrantee and fiscal agent records.

Sixth – data entry information is reviewed by the CYD Project Manager to ensure accuracy (comparing MST and PEIRS reports).

Seventh – all information is entered on the local roster, including all survey dates. After all information for the current month is entered on the roster, all clients who have not participated in the

program for 90 days are highlighted in red. Client Discharge form is completed, and the client is closed in PEIRS database. Subgrantees use this roster as a checklist of closed clients who need a Program Experience Survey.

Eighth – all CYD events, as well as events listed on subgrantee monthly reports, are entered in PEIRS database. Events include: (1) collaborative meetings, (2) outreach and awareness, (3) staffing and training, and (4) family and primary caregiver engagement. A local spreadsheet is maintained with the same information (tab for each category) to ensure accuracy.

Ninth – processed MST, local roster, and attendance logs saved in CYD electronic files per subgrantee per fiscal year, are emailed to each subgrantee for their records. Task lists are also compiled by the CYD Project Manager for outstanding client forms or surveys needed, which are emailed to each subgrantee on a monthly basis. This process allows subgrantees and CYD Project Manager to communicate clearly and analyze data on a monthly basis. Outputs, outcomes, attendance, closures, and survey completion are all gathered from the roster. Needed corrective actions can be identified and implemented on a monthly basis to ensure overall success of the program.

Tenth – all forms and surveys are filed. Each youth has their own hard copy client file, which helps determine duplications.

GRANT ADMINISTRATION

Describe how you will effectively administer the grant to ensure that contractual deadlines are met and that the budget is appropriately managed.

The CYD Project Manager is responsible for reviewing the CYD RFA, and ensuring all contractual obligations are met on every level. All programmatic and fiscal aspects of the CYD program are supervised by the Associate Director, Family Health Services.

Tarrant County CYD plans to maintain the following process:

The CYD Project Manager develops the CYD budget according to historic and projected expenses. The overall budget is maintained on the 2030 spreadsheet by the CYD Project Manager and Grants Auditor. This spreadsheet is evaluated on a monthly basis to ensure actual costs are consistent with budget projections. The CYD Project Manager and Grants Auditor work together to make sure all expenses follow contract and governing regulations. The Grants Auditor, responsible for submitting bills to DFPS, ensures all expenses are paid prior to billing DFPS. If budget transfers are needed for the fiscal agent or subgrantee budgets, CYD Project Manager requests the transfer from DFPS. Once DFPS approves the transfer, CYD Project Manager updates the 2030 billing spreadsheet and sends it to Tarrant County and subgrantee (if applicable). This process ensures all funds are spent before the end of the fiscal year.

Describe the quality assurance procedures you have in place.

Tarrant County CYD plans to maintain the following process:

The CYD Project Manager and Grant Auditor compares the Tarrant County General Ledger to the 2030 billing spreadsheet monthly, to ensure accuracy and correct billing of each line item. Associate Director, Family Health Services and Senior Grants Auditor also provide budget/billing oversight for quality assurance.

All reports of program activity are reviewed by the CYD Project Manager and the Associate Director, Family Health Services to ensure adherence to program standards.

SUB AWARDEE MANAGEMENT & MONITORING

If applicable, please describe how you will ensure quality and compliance for any partner agencies

Which components of your CYD program do you intend to subaward? Describe below.
All CYD direct services will be provided through subawards.
Describe your process for awarding Subgrantees.
Tarrant County will host a competitive grant opportunity for FY22 subgrantees. Tarrant County purchasing policies and procedures will be followed. Tarrant County will release and advertise a local Request for Applications (RFA) for Community Youth Development Program subgrantees during Spring 2021. This RFA will be posted on our Tarrant County website (www.tarrantcounty.com) and Commercial Recorder. CYD Project Manager will send notices to all known potential service providers in our county. CYD Project Manager will provide a Bidder's Conference shortly after the RFA is released. All applications will be submitted to Tarrant County CYD. Tarrant County CYD will establish a Review Committee, which will include five members, of which at least two will be YAC representatives. The Review Committee will meet twice. During the initial meeting, Review Committee members will sign a Conflict of Interest Statement & Confidentiality Certification, receive instructions, score sheets and proposals. During the final meeting, Review Committee members will return all score sheets and proposals, and discuss all information to determine final funding recommendations. CYD Project Manager will enter into negotiations with selected CYD subgrantees, and finalize project work plans and budgets. Tarrant County will submit all required forms to DFPS for approval. Tarrant County District Attorney will also approve all forms. After all approvals were obtained, subgrantees will sign their subaward contracts. CYD Project Manager will then arrange for signing and submittal of subaward contracts through Tarrant County Commissioner's Court. Contracted services will begin on September 1, 2021.
Describe your quality control procedures to ensure accuracy and timeliness of data entry from information submitted by your Subgrantees.
Tarrant County CYD plans to maintain the following process: Subgrantee monthly reports, MST, sign-in sheets/attendance logs, new registration forms and surveys, and billings are submitted for prior months services at the monthly desk review (held during second week of month) with the CYD Project Manager. The date and time received is stamped on all forms. The forms are reviewed for errors and completeness during the meeting. A subgrantee Programmatic Tally is completed and signed by the CYD Project Manager during the meeting. This Programmatic Tally tracks: outputs (youth served for month and total for fiscal year), performance measures (age percentage of participating youth, CCC meeting attendance, and YAC requirements if applicable), submission of reports/forms (monthly report, MST, sign-in sheets/attendance logs, participant forms and surveys, training certificates, and billing), and meeting notes. This procedure allows the Data Entry Position and CYD Project Manager at least two weeks to enter all data into the PEIRS database, which enables Tarrant County to meet data entry deadline of the 30th each month.
Describe how you will effectively administer the Grant to ensure that the budget and billing is appropriately managed to prevent any lapse in grant funds.
Tarrant County CYD plans to maintain the following process: All subgrantees submit monthly billings to the CYD Project Manager during their monthly desk review. After the billing has been processed and approved by the CYD Project Manager, an electronic copy is filed on the Tarrant County server. The billing is then submitted electronically through Readsoft (Tarrant County system) to the Grants Auditor by 30th of each month. The Grants Auditor reviews and approves the billing, and submits to Tarrant County Commissioner's Court for final approval and payment.

Subgrantees are notified in writing via email of any billing discrepancies. Billing Invoice Adjustment Forms are completed by the CYD Project Manager, which lists all corrections made to the billing submitted by the subgrantee. This form is emailed to the subgrantee with an updated 2030 billing spreadsheet and a scanned copy of the approved billing as soon as the billing is finalized and complete.

CYD Project Manager tracks subgrantee fiscal progress on a monthly, quarterly and annual basis. CYD Project Manager discusses fiscal progress with each subgrantee during their monthly desk reviews. A written Quarterly Report is also completed by the CYD Project Manager and distributed to each subgrantee. If subgrantee spending varies more than five percent (5%) below the projected quarterly goal, then a Corrective Action Plan (CAP) is required to explain and rectify any discrepancies. This CAP may also include a budget transfer to adjust their budget according to actual expenses. The subgrantee will have ten days to respond with a CAP. Compliance with contract goals and spending is a condition of CYD subawards, and subgrantee's chronic non-compliance will result in their subaward not being renewed and/or the current subaward being terminated. If the area of concern is the possibility of lapsing funds, and the proposed CAP is not acceptable, the CYD Project Manager will re-negotiate the subaward budget amount and has the option to either reallocate those funds to another CYD subgrantee or procure new services. In addition to monthly and quarterly reporting with subgrantees, each subgrantee will also be reviewed on fiscal compliance during the on-site formal compliance fiscal monitoring.

Please indicate how you will ensure fiscal compliance including timely billing, allowability, necessity, reasonableness and allocability of expenses.

Tarrant County CYD plans to maintain the following process:

Initially, all subgrantee budgets are scrutinized by the CYD Project Manager to ensure costs are reasonable, necessary, allowable and allocable under the contract and governing regulations. Budgets must be clear and indicate specific expenses allowed under each line item. The CYD Project Manager submits all budgets to DFPS for approval before subawards are approved and executed by Tarrant County.

Monthly subgrantee billings must include all supporting documentation: signed reimbursement request, receipt tally, timesheets, payrolls, receipts, credit card statements, etc. The billing is evaluated according to the subgrantee's 2030 budget spreadsheet and monthly report to ensure line item details and expenses, salary rates, etc. are correct.

Annual on-site formal compliance fiscal monitoring is also performed for each subgrantee by the Grant Auditor and CYD Project Manager.

Describe how you will perform ongoing management of any Subgrants to ensure compliance with Grant requirements and quality in program delivery. Include plans for orientation, training, support, communication, and monitoring.

Tarrant County CYD plans to maintain the following process:

The CYD Project Manager will track and report programmatic progress for each CYD subgrantee on a monthly, quarterly and annual basis. All aspects of the CYD program are supervised by the Associate Director, Family Health Services.

Initially – CYD Project Manager hosts a CYD Orientation for all subgrantees prior to start of services. CYD handbook is given to each subgrantee during the orientation, which includes: program history, CCC, CSNA, client characteristics and eligibility, services, subawards, plan changes, performance measures, recruitment, youth enrollment, youth exit/evaluation, pre/post surveys, program complaints, staff and volunteers, training requirements, background checks, personnel file requirements, monthly desk reviews and reports, quarterly reports, annual reports, program monitoring, DFPS policies, monthly billing requirements, and budget transfers. If new staff is hired during the fiscal year, the CYD Project Manager gives them an individual orientation and handbook within thirty days of hire.

Ongoing – CYD Project Manager maintains individual personnel files for all subgrantee staff and volunteers, which include criminal background checks (updated every 2 years), I-9's, job descriptions, resume/application, diploma/transcript, and training documentation. CYD Project Manager maintains a personnel spreadsheet, which tracks all of this information. When documentation is needed, or a criminal background check is expiring within the next 2-3 months, information/forms are requested from the subgrantee HR department through emailed task list.

Monthly –

- Each subgrantee meets individually with the CYD Project Manager during a monthly desk review. Subgrantees are required to have a consistent representative attend each of these meetings. All monthly reports are submitted by the subgrantee to the CYD Project Manager. CYD Project Manager completes a Programmatic Tally during the desk review.
- A local roster is maintained by CYD Project Manager. This roster tracks program participants for the overall CYD program and each subgrantee.
- After all monthly data is processed, the CYD Project Manager submits the following to each subgrantee:
  - Processed MST
  - Processed Attendance
  - Local Roster

Quarterly –

- CYD Project Manager conducts quarterly site visits for each CYD subgrantee. A Site Visit Log is utilized to document the visit. If there are issues of concern, site visits will be conducted more frequently and as needed.
- The CYD Project Manager submits a program and fiscal quarterly progress report to all subgrantees. Quarterly goals are stated, as well as the subgrantee's current quarterly progress including: annual participant goal, monthly participant goal, age of participant goal, registration forms and surveys, outcome measures, reporting issues, CCC meetings goal, training goals, Tarrant County CYD annual participant goal, Tarrant County CYD monthly participant goal, and number of duplications among other CYD subgrantees.

Annually –

- CYD Project Manager conducts a formal on-site compliance programmatic and administrative monitoring review. The CYD Project Manager and Grant Auditor conduct a formal on-site compliance fiscal monitoring review. Formal tools are used for documentation of each review.
- Subgrantees submit an annual report to CYD Project Manager. This report includes: service output goals, service outcome goals, strengths and successes (outreach, recruitment and retention; notable community collaborations and partnerships; awards, public acknowledgements or other recognition; client success stories; top three successes for FY; family and primary caregiver involvement; and new initiatives), program challenges (implementation of program services; youth engagement/retention; meeting contractual performance measures; outreach and recruitment activities; hiring and retaining staff; budget and billing), training, plan of operation, evaluation, complaints, and graduation statistics. This report allows the subgrantee and CYD Project Manager to properly evaluate the success of the program for the fiscal year, and ensure subgrantee has achieved the expected outcomes, outputs and contracted deliverables.

Please indicate how you will ensure Subgrant fiscal compliance including timely billing, allowability, necessity, reasonableness and allocability of expenses.

Fiscal compliance is evaluated through monthly desk reviews, quarterly reports and annual on-site compliance fiscal monitoring reviews.

Will a risk assessment process be used to identify Subgrantees to include in the monitoring? If yes, describe the risk assessment process. Any tools to be used during the process should be attached and labeled as **Attachment D-8 Risk Assessment Tools**.

Tarrant County CYD monitors all subgrantees on an annual basis. Risk assessments are not used.

Provide a preliminary schedule for formal compliance monitoring of Subgrantees during the Period of Performance. Attach copies of monitoring tools utilized to review Subgrantees including fiscal, programmatic and administrative information and label as **Attachment D-9 Monitoring Tools**.
Tarrant County CYD plans to maintain the following process: Formal compliance monitoring for subgrantees are performed annually during March and/or April of every fiscal year. Fiscal, programmatic and administrative tools are used, which are completed by the Grant Auditor (fiscal) and CYD Project Manager (programmatic and administrative). All reviews are scheduled to be completed on the same day on-site at the subgrantee's office location. Notice is sent to each subgrantee, with detailed list of needed documents to review, at least thirty days in advance. After the monitoring review is completed, a letter outlining monitoring details, findings and comments, as well as completed monitoring tools are sent to the subgrantee within thirty days.
Describe the process for continually monitoring Subgrantee Outputs to ensure they are met on a monthly and annual basis.
Tarrant County CYD plans to maintain the following process: Subgrantee outputs are monitored - Monthly: monthly desk reviews, monthly reports, MST, attendance, participant forms/surveys, and training. All information is documented on local roster after processed. Quarterly: quarterly site visits and quarterly progress reports submitted by the CYD Project Manager to each subgrantee. Annually: formal compliance monitoring and annual reports submitted by the subgrantee to CYD.
Describe the process and systems for Subgrantee performance accountability, including but not limited to when Corrective Action Plans will be implemented.
TCPH CYD plans to maintain the following process: Quarterly Reports – Subgrantees are required to stay within five percent (5%) of their goals. If they are below five percent (5%), they are required to submit a Corrective Action Plan (CAP). The subgrantee will have ten days to respond with a CAP, and thirty days to implement the changes. Annual Compliance Monitoring – In instances of program or budget findings, subgrantees must respond with a Corrective Action Plan (CAP). The subgrantee will have ten days to respond with a CAP, and thirty days to implement the changes. All Corrective Action Plans – monthly progress toward changes are monitored through monthly reports, monthly desk reviews, and quarterly program site visits (additional site visits as needed). Compliance with contract goals is a condition of CYD subawards and a subgrantee's chronic non-compliance will result in their contract not being renewed and/or the current contract being terminated. If the CAP is not acceptable or effective, the CYD Project Manager will re-negotiate the contract budget amount and has the option to either reallocate those funds to another CYD subgrantee or procure new services.

LOG OF ATTACHMENTS
Add additional rows as needed

Name of attachment	Provided to PEI	Notes:
Attachment D-1: CSNA	☒ **YES or** ☐ **NO**	2 CSNA's submitted: 1 for 76106/76164 (current service area) and 1 for 76112/76119 (new proposed service area for pilot program)
Attachment D-2: Local Coalition Participants	☒ **YES or** ☐ **NO**	
Attachment D-3: YLD Scope and Sequence	☒ **YES or** ☐ **NO**	Will be completed and submitted for approval once subgrantees are selected through local

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		competitive grant opportunity.
Attachment D-4: PEI Evidence-Based Ranking Tool	☒ **YES or** ☐ **NO**	Will be completed and submitted for approval once subgrantees are selected through local competitive grant opportunity.
Attachment D-5: Agency Org Chart	☒ **YES or** ☐ **NO**	
Attachment D-6: CYD Program Chart	☒ **YES or** ☐ **NO**	
Attachment D-7: Subawardee Org Chart	☒ **YES or** ☐ **NO**	Will be completed and submitted for approval once subgrantees are selected through local competitive grant opportunity.
Attachment D-8: Risk Assessment Tools	☒ **YES or** ☐ **NO**	
Attachment D-9: Monitoring Tools	☒ **YES or** ☐ **NO**	

Attachment D-1-a: CSNA 76106 & 76164

COMMUNITY STRENGTHS AND NEEDS ASSESSMENT

Tarrant County
Community Youth Development (CYD)
Fiscal Year 2022
76106 and 76164

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INTRODUCTION

History of Program

The Community Youth Development (CYD) Program was established in 1995 with funds authorized by the 74th Legislature to assist communities in alleviating conditions in the family and community that lead to juvenile crime. In 2015, the CYD statute moved to the Texas Family Code from the Texas Human Resources Code without any amendments and is as follows: Sec. 265.057. COMMUNITY YOUTH DEVELOPMENT GRANTS. (a) Subject to available funding, the department shall award Community Youth Development grants to communities identified by incidence of crime. The department shall give priority to awarding grants under this section to areas of the state in which there is a high incidence of juvenile crime. (b) The purpose of a grant under this section is to assist a community in alleviating conditions in the family and community that lead to juvenile crime.

The program has expanded over the last twenty-five years and supports youth by fostering safe spaces, positive relationships, and structured opportunities to build developmental assets and skills. These supports lead to strengthened connection, engagement, and contribution to their community. The Texas Department of Family and Protective Services (DFPS) Prevention's Early Intervention (PEI) Division has adopted a Positive Youth Development approach for CYD to meet the goal of assisting communities in alleviating conditions in the family and community that lead to juvenile crime. This approach encompasses more than solely providing early intervention or preventing risk behaviors that lead to juvenile crime; it also builds skills, attributes, and developmental assets that are needed to prepare youth people to grow into thriving adults[1].

Tarrant County was involved in the planning stages and establishment of the local CYD program in December 1995, and has acted as the Fiscal Agent since program inception in April 1996. ZIP code 76106 was identified by the Legislature to receive CYD funding in 1996. In 2007, the United States Postal Service split 76106 into two ZIP codes, 76106 and 76164. Tarrant County has continued to serve the 76106 and 76164 ZIP code areas as one CYD community until present. The 76106/76164 CYD program operates in partnership with Tarrant County Public Health Department (TCPH), Community Collaborative Committee (CCC), Youth Advisory Committee (YAC), and contracted service providers.

Purpose of CSNA

The Community Strengths and Needs Assessment (CSNA) is a tool to help identify local resources and community needs for promoting positive youth development. The results of this assessment are used to develop a prioritized list of youth service needs, effective strategies, and a responsive action plan. Furthermore, it identifies community strengths and protective factors, and includes community attitudes and expectations of youth. Therefore, Tarrant County CYD can better promote protective factors in youth to prevent negative outcomes such as juvenile delinquency by conducting, reviewing, and analyzing the outcomes of this CSNA.

[1] CYD RFA No. HHS0008417

Scope of CSNA

The CSNA is focused on juvenile delinquency prevention and protective factors of youth ages 6-17. Information gathered through this CSNA relates to and is analyzed in terms of the issues that impact youth, describes the needs for services, identifies strengths and protective factors within the community, and includes community attitudes and expectations of community youth. In addition to being a collaborative effort based on community input, the input and voice of community youth is a key component of this CSNA.

Goals of CSNA

1. Establish a profile of the 76106 and 76164 community.
2. Identify and list community needs.
3. Identify and list community assets and resources.
4. Develop a prioritized list of youth service needs.
5. Develop a prioritized list of effective strategies.
6. Share assessment outcomes with community partners and providers.
7. Match established community services with identified needs.
8. Establish funding priorities for CYD competitive process for service providers.

COMMUNITY DESCRIPTION

Community History

Established at the fork of the Trinity River in 1849 by Major Ripley Arnold, the Fort Worth Stockyards represented the last “civilized” outpost for cowboys driving cattle to market along the famous Chisholm Trail. By the mid-1870’s, Fort Worth had become a major center for the buying and shipping of livestock, thanks to the Texas & Pacific Railroad. It soon became known as “Cowtown.”

Between the 1880’s and 1950’s, the Fort Worth Stockyards (located in ZIP code 76164) grew to become the largest livestock-trading center in the southwest, and during the Great Depression, in the country. Cattle, hogs and sheep were bought and sold here, and with the building of the Horse and Mule Barnes in 1912, the Stockyards hosted the largest horse and mule market in the U.S. during the First World War. The Stockyards continued to grow throughout the next few decades, reaching a commercial peak during the 1940’s.

The 1950’s signaled a shift from rail transportation to the less expensive, more flexible trucking industry, and business gradually declined at the Stockyards as trading moved to countryside auctions. Today, live auctions at the Stockyards are primarily restricted to prize-winning bulls and “show” longhorns, bought and displayed for their fine lines and stunning animal beauty[2].

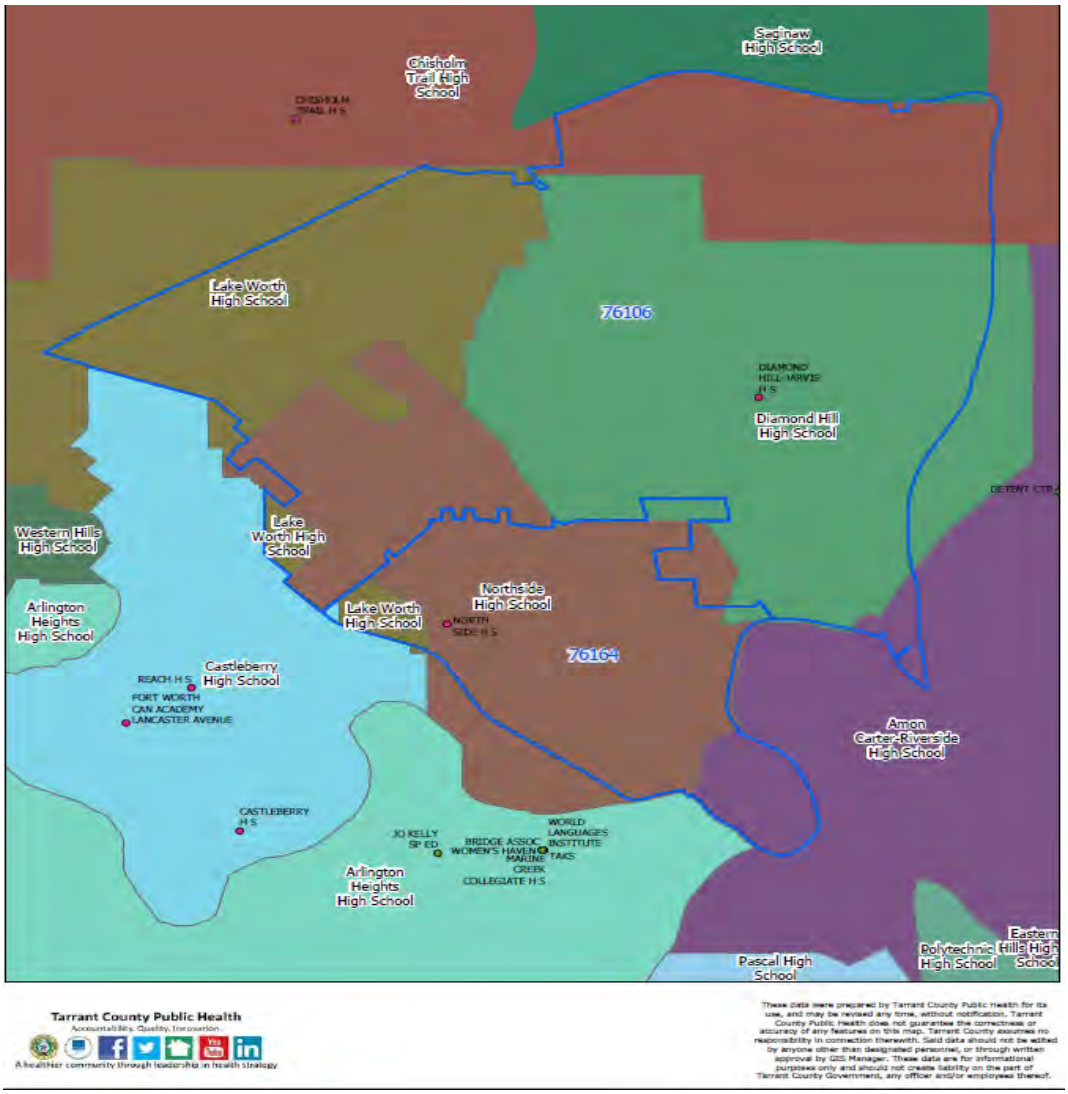
[2] Fort Worth Stockyards History

Decades later, gangs infiltrated this low-income area, which was predominantly inhabited by immigrants from Mexico. Mexican Cartels were very prevalent, bringing crime, drugs and human trafficking into the community.

In 2019, the Northside Area was selected by the City of Fort Worth as the third target area to participate in the Neighborhood Improvement Program. The program granted over $3.052 million to improve public safety and attract private investment in underserved neighborhoods[3].

Community Map

Area Surveyed – 76106 and 76164 ZIP codes are located in North Fort Worth. The northern section of the area is 76106, and the southern section is 76164. Together, the ZIP codes borders extend from Jacksboro Highway (west) and Loop 820 (north), to Belknap/Downtown Fort Worth (south) and Interstate I-35 (east). The 76106 and 76164 ZIP codes are comprised of two (2) neighborhoods: (1) Northside neighborhood – primarily the south and west portion, and (2) Diamond Hill neighborhood – primarily the north and east portion.



[3] City of Fort Worth, 2019

DATA COLLECTION METHODS

There were three main components to the assessment:

1. Collection of data through various sources (U.S. Census Bureau and American Community Survey, Texas Education Agency, Tarrant County Juvenile Services, Fort Worth ISD, etc.) to establish a demographic and social community profile for the 76106 and 76164 ZIP codes.
2. Youth Advisory Committee (YAC):
   - During November and December 2018, YAC surveyed members of the community to discover the prevalent needs and challenges they feel the youth are faced with daily, and what programs could improve these challenges. For accuracy, the surveys were conducted anonymously and participants were picked at random. Two separate surveys were conducted, (1) youth survey for adolescents in the community, and (2) adult survey for parents, school staff and community members.
   - During January 2019, YAC compiled and analyzed survey results to include in the CSNA.
   - During January and February 2019, YAC interviewed prominent leaders in their community with pre-formulated questions in relation to the CSNA survey.
   - At least 2 YAC members attended each of our quarterly Community Collaborative Committee (CCC) meetings. At each CCC meeting, they give a presentation, which includes an update on YAC meetings and activities, community service projects, and Youth Summit. During our annual CCC planning meeting, they gave valuable ideas regarding youth recruitment, involvement and retention, as well as desired program activities and field trips.
3. Community meetings and events attended by CCC members (including CYD Project Manager and service providers). During these meeting and events, information was gathered from community residents and service providers through dialog. This information included: issues facing youth in the community, service needs, community resources, and programs currently offered in the community.

DATA ANALYSIS

There were two main components to creating this assessment: Determination of ZIP Codes and Data Collection.

Methodology of Determination of ZIP Codes

Due to high juvenile delinquency rates, ZIP code 76106 (now 76106 and 76164) was identified by the Legislature to receive CYD funding since the inception of the program. Tarrant County has served the 76106 and 76164 community for the past twenty-five years.

After performing a Strengths-Challenges-Opportunities-Threats (SCOT) analysis, which looked at communities' basic demographics, resources and CYD service locations, CYD funding is still needed in 76106 and 76164 to provide services to youth and families. Although CYD funding has proven to reduce juvenile crime amongst program participants, and provide many services to youth, the community still has many high risk factors and issues to combat. Child maltreatment risks were considered to be "average," and juvenile delinquency rates were considered to be "above average." School ratings were determined by Texas Education Agency's (TEA) 2019 Accountability Rating, which showed 94% of students are low income. Middle and high schools'

overall accountability rating was C or D. 2020 Public School Review showed middle and high schools' overall testing rank was in the bottom 15% of Texas schools, and graduation rate was 87%.

CYD funding would also provide a continuation of services for those youth currently participating in CYD programs, maintain current partners in the community, and sustain positive progress.

Data Collection

YAC interviewed six community leaders. Those interviewed were community activists, local service providers and school personnel. Findings from the interviews are recorded in the *Interview* section. YAC also completed surveys with 218 community youth and adults to gather community opinion regarding community needs and desired programming. Survey results are recorded in the *Survey* section.

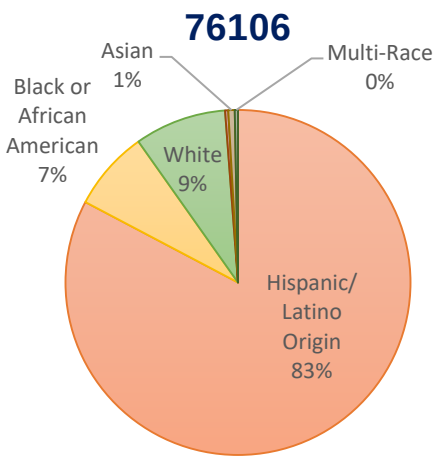
RESULTS

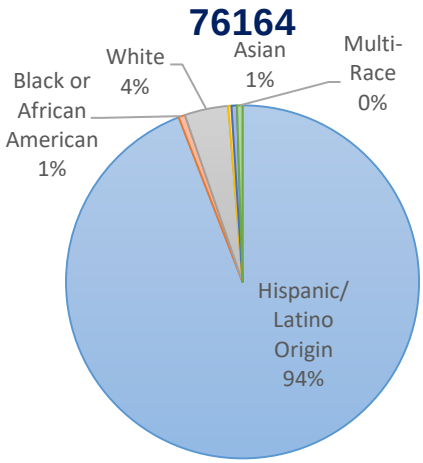
The following section is a visual depiction of demographics, community resources, survey results, and other valuable information discovered during data collection.

Demographics

Race & Ethnicity[4]

The majority of people in ZIP codes 76106 and 76164 are people of Hispanic or Latino origin. 82.8% of the 39,218 residents of 76106 and 94.3% of 16,091 residents in 76164 are of Hispanic or Latino origin.



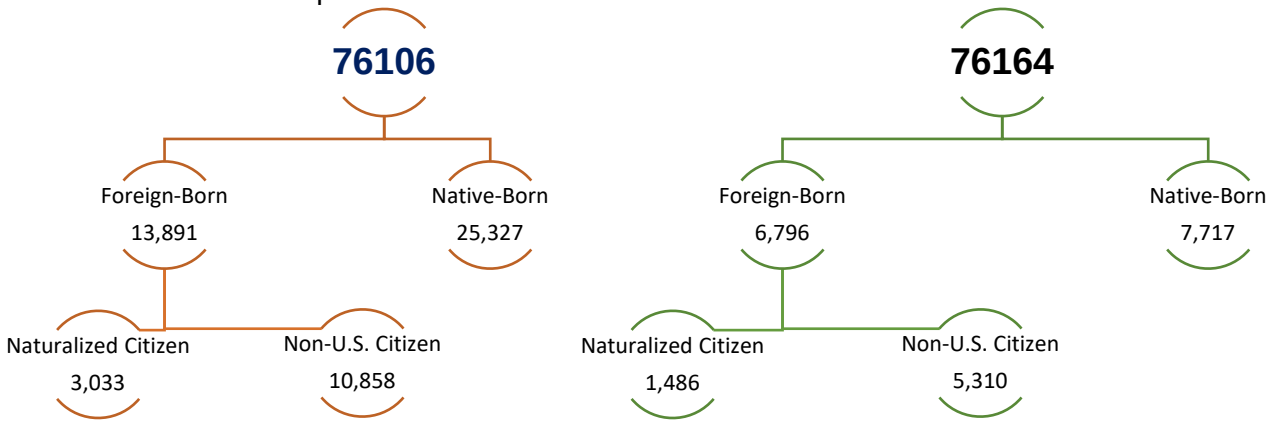


[4] U.S. Census Bureau, Demographic and Housing Estimates

ETHNICITY/RACE	76106 NUMBER	76106 PERCENT (%)	76164 NUMBER	76164 PERCENT (%)
Total population	39,218	100.00	16,091	100.0
Hispanic or Latino (of any race)	32,218	82.8	15,175	94.3
Mexican	31,201	79.6	14,251	88.6
Puerto Rican	225	0.6	43	0.3
Cuban	19	0.0	29	0.2
Other Hispanic or Latino	1,208	2.6	852	5.3
Not Hispanic or Latino	1,028	17.2	916	5.7
White alone	6,745	17.2	646	4.0
Black or African American alone	2,935	7.5	97	0.6
American Indian and Alaska Native alone	100	0.3	62	0.4
Asian alone	233	0.6	233	0.6
Native Hawaiian and Other Pacific Islander	0	0.0	86	0.5
Some other race alone	0	0.0	0	0.0
Two or more races	107	0.3	25	0.2
Two races including some other race	0	0.0	0	0.0
Two or more races excluding some other race	107	0.3	25	0.2

Nativity[5]

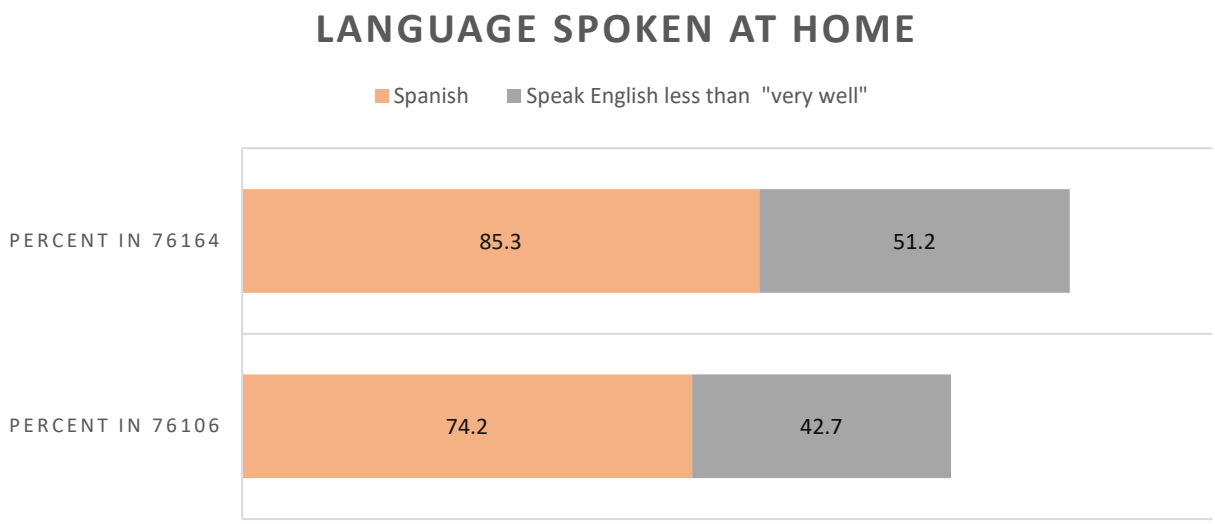
In 76106, 28% of residents are Non-U.S. Citizens. In 76164, 37% of residents are Non-U.S. Citizens. Immigration can be a barrier to receiving many resources, and brings fear to families when threatened with deportation.



[5] U.S. Census Bureau, Selected Characteristics of the Native and Foreign-Born Populations

Language[6]

In both ZIP codes, the most prominent language spoken in homes is Spanish. 85.3**%** of 76164 speak Spanish; while 74.2% of 76106 speak Spanish at home. Out of the Spanish speaking residents, 42.7% and 51.2% reported speaking English less than “very well” in 76106 and 76164, respectively. Language can be a communication barrier to receiving resources like education and healthcare.



Age[7]

76106

Age	Number	Percent (%)
Under 10	7,517	19.1
10-14	3,358	8.6
15-19	3,309	8.4
20-34	9,331	23.8
35-54	9,491	24.2
55-64	3,473	8.9
65 and older	2,739	7

76164

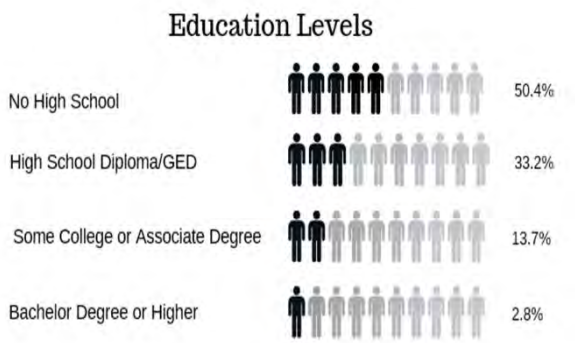
Age	Number	Percent (%)
Under 10	2,982	18.5
10-14	1,156	7.2
15-19	1,155	7.2
20-34	3,496	21.7
35-54	4,287	26.6
55-64	1,498	9.3
65 and older	1,517	9.4

[6] U.S. Census Bureau, Selected Characteristics of the Native and Foreign-Born Populations
[7] U.S. Census Bureau, Demographic and Housing Estimates

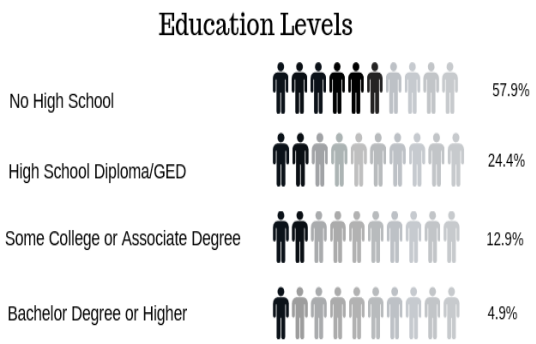
Education[8]

Education levels in both 76106 and 76164 resemble the design of an inverted pyramid—with little to no education, *No High School Diploma,* as the predominant education level and *Completed Bachelors or Higher Degree* as the least prevalent education level. Education levels are associated with job opportunities and income for adults. For adolescents, higher education levels are associated with lower levels of juvenile delinquents.

76106

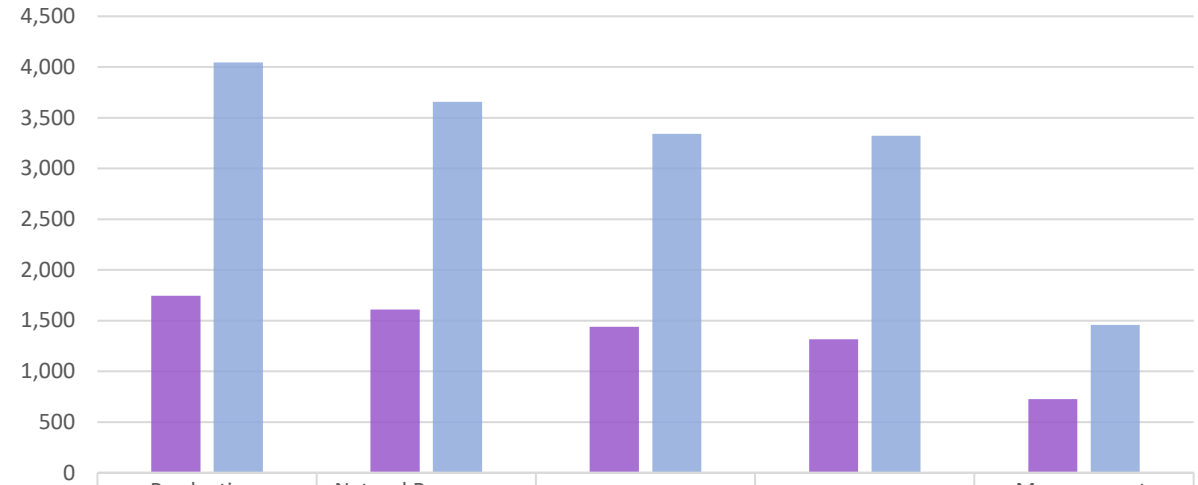


76164



Employment [9]

Despite the significant difference in labor force size, 76106 with 16,905 and 76164 with 7,368 working individuals, both ZIP codes share a commonality. In both ZIP codes, production, transportation, and material-moving is the most common job industry; while management, business, science, and industries art are the least prevalent.



	Production, Transportation, and Material-Moving	Natural Resources, Construction, and Maintenance	Service	Sales and Office	Management, Business, Science, and Art
76164	1,744	1,610	1,440	1,316	726
76106	4,044	3,658	3,342	3,323	1,459

[8] U.S. Census Bureau, Demographic and Housing Estimates
[9] U.S. Census Bureau, Demographic and Housing Estimates

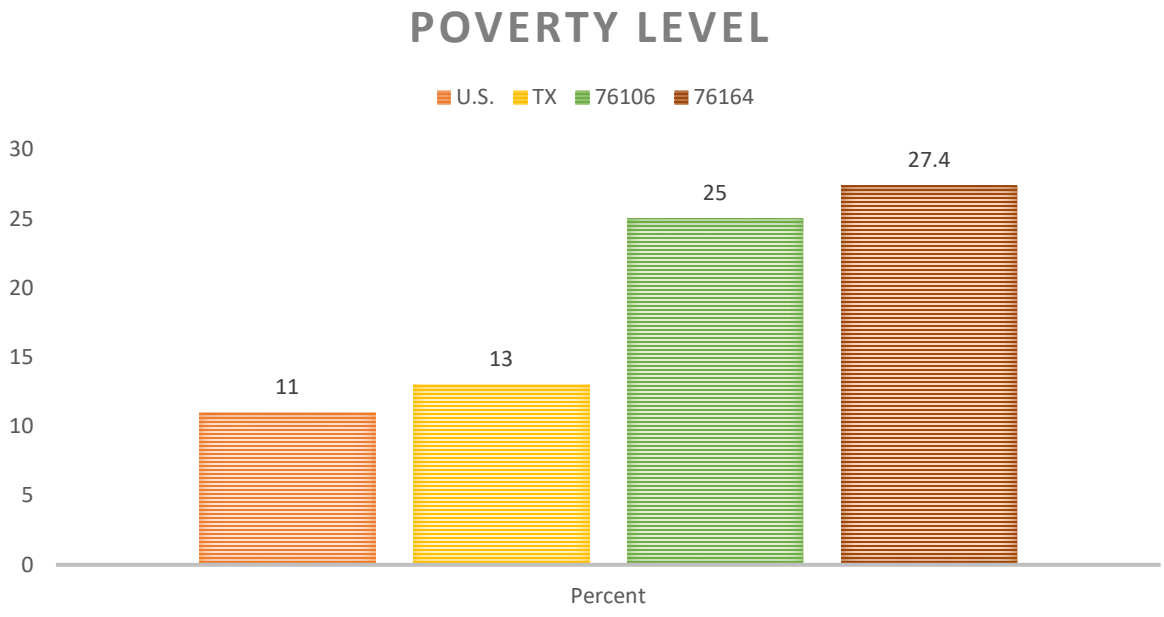
Family Income[10]

The average income for the 8,401 families in 76106 is $48,137. The average income for the 3,515 families in 76164 is $47,529. The line graph below depicts the various ranges of family income.



Families Below Poverty Level[11]

The graph below compares the percentage of individuals living in poverty in the United States, Texas, ZIP code 76106, and ZIP code 76164 respectively, in 2017. As shown, the poverty levels of 76106 and 76164 are more than twice the national average.



[10] U.S. Census Bureau, Demographic and Housing Estimates
[11] U.S. Census Bureau, Demographic and Housing Estimates

Household & Family Structure[12]

HOUSEHOLDS BY TYPE	76106	Percent	76164	Percent
Total Family Households	7,669		3,603	
With own children under 18 years	**4,552**	**59.4**	**1,849**	**51.3**
No own children of household under 18	3,117	40.6	1,754	48.7

Community Resources & Stakeholders

Libraries

Diamond Hill-Jarvis Library
Phone Number: 817-624-7331
Address: 1300 NE 35th St. Fort Worth, TX 76106

Northside Library
Phone Number: 817-626-8241
Address: 601 Park St. Fort Worth, TX 76164

Parks

PARK NAME	STREET ADDRESS	ZIP CODE
Arneson	1311 Homan Ave.	76164
Buck Sansom	3600 Sansom Park Dr.	76106
Circle	600 Park St.	76164
Diamond Hill	3709 Weber St.	76106
Far Northside	2950 Roosevelt Ave.	76106
Lincoln	2922 Lincoln Ave.	76106
Maddox	2414 Gould Ave.	76164
Marine	303 NW 20th St.	76164
Marine Creek Linear	3106 Angle Ave.	76106
Marine Creek Linear North	3317 Chestnut Ave.	76106
Marion Sansom	2501 Roberts Cut-Off Rd.	76164
Northside	1100 NW 18th St.	76164
Paz Hernandez	3515 Ellis Ave.	76106
Rodeo	2605 North Houston St.	76164
Rosen	2200 McCandless St.	76106
Saunders	2401 Mule Alley	76106
Terry	3104 North Terry St.	76106
Trail Drivers	1700 NE 28th St.	76106

[12] U.S. Census Bureau, General Housing Characteristics

Community Centers

Diamond Hill Community Center
Phone Number: 817-625-1525
Address: 1701 Northeast 36th St. Fort Worth, TX 76106

Northside Community Center
Phone Number: 817-871-5820
Address: 1100 NW 18th St. Fort Worth, TX 76164

North Tri-Ethnic Community Center
Phone Number: 817-871-5850
Address: 2950 Roosevelt Ave. Fort Worth, TX 76106

Tarrant County CYD Service Providers for FY2021

Big Brothers Big Sisters Lone Star – One-to-One Mentoring Program

- Provides one-to-one mentoring through community-based and school-based programs.

Boys and Girls Club of Greater Tarrant County – Juvenile Crime Prevention Program

- Provides daily academic support services, sports & recreational activities, life skills, and special events.

Camp Fire First Texas – Teens in Action Program

- Provides curriculum classes, life skills training, and community service.
- Group meetings twice per week at community centers and schools.

Girls Inc. of Tarrant County –

Girl Power Program

- Provides curriculum classes and activities, academic support, life skills, and special events.
- Weekly group meetings at community schools and libraries.

Youth Advisory Committee

- Provides youth leadership opportunities including: officer roles, planning community service projects, CYD outreach and advisement, and developing CSNA.
- Monthly group meetings.

Youth Leadership Development Program

- Provides youth leadership classes to develop leadership skills, goal setting, and empowerment.
- Weekly group meetings at community centers and schools.
- 1 community service project per month.

Northside Inter-Community Agency, Inc. (NICA) – Circle of Winners Program

- Provides employment program for high school students, who provide weekly academic support services at community elementary schools.
- Weekly Saturday classes on leadership skills, goal setting, career and college prep, and college tours.

Schools[13]

CAMPUS ID	SCHOOL NAME	NUMBER	STREET ADDRESS	ZIP	2019 OVERALL ACCOUNTABILITY RATING	% Low Income
PRIMARY SCHOOLS						
220905223	Cesar Chavez- PreK-2	817-378-5012	3710 Deen Road	76106	C	95.2%
220905114	M.G. Ellis- PreK-Kinder	817-378-5050	215 NE 14th St.	76164	B	90.5%
ELEMENTARY SCHOOLS						
220905122	Diamond Hill	817-815-0400	2000 Dewey St.	76106	C	95.6%
220905138	H.V. Helbing	817-815-0500	3524 N. Crump	76106	C	92.1%
220905227	Dolores Huerta	817-740-5550	3309 Long Ave.	76106	C	96.5%
220905114	Manuel Jara	817-814-4500	2100 Lincoln	76164	B	94.6%
220905139	Milton L. Kirkpatrick	817-814-4600	3229 Lincoln	76106	C	97.8%
220905120	Rufino Mendoza	817-814-4700	1412 Denver	76164	D	95.5%
220910104	Marilyn J. Miller	817-306-4280	5250 Estrella St.	76106	F	85.0%
220905146	M.H. Moore	817-815-0600	1809 NE 36th St.	76106	C	94.4%
220905161	Sam Rosen	817-814-4800	2613 Roosevelt	76164	C	94.1%
220905172	W.J. Turner	817-814-4900	3001 Azle Ave.	76106	C	96.5%
220905175	Washington Heights	817-815-0700	3215 N. Houston	76106	B	96.7%
MIDDLE SCHOOLS						
220905044	J.P. Elder	817-814-4100	709 NW 21st St.	76164	D	91.6%
220905049	Kirkpatrick	817-814-4200	3201 Refugio	76106	D	96.7%
220910042	Lucyle Collins	817-306-4250	3651 Santos Dr.	76106	C	80.9%
220905051	W.A. Meacham	817-815-0200	3600 Weber	76106	C	93.5%
HIGH SCHOOLS						
220905004	Diamond Hill-Jarvis	817-815-0000	1411 Maydell	76106	D	96.0%
220905008	North Side	817-740-5300	2211 McKinley	76164	C	93.5%
PRIVATE SCHOOLS						
	All Saints Catholic School	817-624-2670	2006 N. Houston St	76164		

[13] 2019 Texas Education Agency Accountability Ratings

School Overview[14]

Middle Schools

	J.P. Elder 76164	Kirkpatrick 76106	Meacham 76106
Grades	6-8	6-8	6-8
Students	1,290	512	814
Student:Teacher Ratio	19:1	13:1	16:1
Minority Enrollment	97% (94% Hispanic)	96% (89% Hispanic)	97% (94% Hispanic)
Overall Testing Rank	6624 out of 7999 schools (Bottom 50%)	5811 out of 7999 schools (Bottom 50%)	7329 out of 7999 schools (Bottom 50%)
Math Proficiency	29%	40%	24%
Reading Proficiency	33%	32%	27%
Diversity Score	0.12	0.20	0.12
Eligible for Free Lunch	75%	84%	80%
Eligible for Reduced Lunch	9%	7%	10%

High Schools

	Diamond Hill-Jarvis 76106	North Side 76164
Grades	9-12	9-12
Students	936	1,657
Student:Teacher Ratio	14:1	16:1
Minority Enrollment	97% (93% Hispanic)	98% (94% Hispanic)
Graduation Rate	90-94%	83%
Overall Testing Rank	6376 out of 7999 schools (Bottom 50%)	7765 out of 7999 schools (Bottom 50%)
Math Proficiency	17%	41%
Reading Proficiency	19%	24%
Diversity Score	0.13	0.12
Eligible for Free Lunch	75%	72%
Eligible for Reduced Lunch	11%	9%

[14] 2020 Public School Review

Promotion & Graduation[15]

Referrals to District's Alternative Education Programs				
School	2016-2017	2017-2018	2018-2019	2019-2020
J.P. Elder MS	14	29	18	8
Kirkpatrick MS	6	19	12	12
Meacham MS	9	18	25	18
Diamond Hill-Jarvis	8	17	37	39
North Side HS	12	16	41	10

Annual Dropout Rates (Grades 9-12)			
School	2016-2017	2017-2018	2018-2019
Diamond Hill-Jarvis HS	2.9%	1.7%	2.4%
North Side HS	3.5%	2.7%	2.3%

4-Year Longitudinal Graduation Rate (Grades 9-12)			
School	2016-2017	2017-2018	2018-2019
Diamond Hill-Jarvis HS	90.2%	91.0%	89.8%
North Side HS	84.6%	85.2%	88.8%

Promotion Rates				
School	2016-2017	2017-2018	2018-2019	2019-2020
J.P. Elder MS	100%	100%	100%	100%
Kirkpatrick MS	100%	99.8%	99.8%	100%
Meacham MS	99.9%	99.9%	99.6%	99.9%
Diamond Hill-Jarvis HS	91.1%	94.2%	93.8%	97.8%
North Side HS	89.2%	90.0%	92.4%	99.0%

Attendance Rates			
School	2016-2017	2017-2018	2018-2019
J.P. Elder MS	94.8%	94.4%	94.5%
Kirkpatrick MS	94.0%	93.6%	95.1%
Meacham MS	94.3%	94.6%	95.3%
Diamond Hill-Jarvis HS	93.7%	94.2%	94.5%
North Side HS	91.8%	92.5%	94.4%

[15] Courtesy of Fort Worth ISD

Students with Disciplinary Placements			
School	2016-2017	2017-2018	2018-2019
J.P. Elder MS	11	29	40
Kirkpatrick MS	4	19	14
Meacham MS	5	18	10
Diamond Hill-Jarvis HS	9	17	22
North Side HS	10	16	20

Gold Seal Programs of Choice[16]

- **Agriculture**
  - Diamond Hill-Jarvis High School (Veterinary Medical Assistant)
- **Air & Ground Transportation**
  - North Side High School (Automotive Technology)
- **Architecture & Construction**
  - Diamond Hill-Jarvis High School (Welding)
- **Collegiate Academies: Pathways in Technology**
  - Diamond Hill-Jarvis High School (Architecture/Construction Logistics)
  - North Side High School (Medical)
- **Cosmetology**
  - North Side High School
- **Culinary Arts**
  - North Side High School
- **Fine Arts**
  - North Side High School (Mariachi)

Community Strengths & Assets

North Fort Worth, where ZIP codes 76106 & 76164 are located, is a community that prides itself on hard work, friendliness, and culture. There is an admiration and celebration of the various nuances that make the culture and community so unique.

Cultural Attractions

Fort Worth Stockyards
Established in 1866, Fort Worth Stockyards National Historic District owes its fame and unique character to the cattle industry. The last big stopover on the Chisholm Trail - and the last remaining historic stockyard in the United States - it once saw millions of cattle pass through. Today, the area has been transformed into one of Fort Worth's biggest tourist attractions and takes visitors back to the days of the great cattle round-ups with all kinds of entertainment and

[16] Fort Worth ISD

fun things to see and do, from rodeos to live music shows, museums, and western-themed shopping. Some of the old cattle driving traditions live on, and volunteers can still be seen demonstrating the art; for those wanting to try their hand at being a cowboy or cowgirl, a number of fun horse treks are available. Start your adventure at the Stockyards Visitor Center or the Stockyards Museum in the Livestock Exchange Building.
Visit https://www.fortworthstockyards.org for more details.

Rose Marine Theater
Artes de la Rosa, formerly Latin Arts Association of Fort Worth, is the non-profit organization that manages the historic gem of Fort Worth's Northside – The Rose Marine Theater, and Fort Worth's only Hispanic theater company - Teatro de la Rosa. Artes de la Rosa obtained its non-profit status from the IRS in November, 1999, and though still a young organization, has quickly managed to become an award-winning organization receiving praise for its children's programming and critical acclaim for its productions. The Rose Marine Theater, the home of Artes de la Rosa, opened as a movie house in the 1920s and has operated under three names, and has a legacy of presenting Spanish language films to generations of the Northside's ever increasing Hispanic population. The theater is listed on the National Register of Historic places. Today, the Rose Marine Theater has a seating capacity of 254 seats and provides an intimate setting with excellent acoustics for any type of performance. Adjacent to the theater is a gorgeous outdoor plaza and art gallery, both of which provide ample space for performances and receptions. Visit https://www.artesdelarosa.org for more details.

Vintage Flying Museum
The primary mission is to preserve America's flying heritage in Word, Deed and Action. Over 200 members now support these efforts. Twenty aircraft are on exhibit including several which are extremely rare and historic. Our goal is to give the public a hands-on approach to our aviation heritage by educational tours of our aircraft and learning about aviation history through our extensive artifact and memorabilia collection ranging from WWI, WWII, Korea and the Vietnam era. Program such as our “Take Flight Days” are offered to students throughout the year. The collections are made available to the general public through the museum’s many outreach activities. Visit http://www.vintageflyingmuseum.org for more details.

Local Businesses

Fort Worth Hispanic Chamber of Commerce
Located in 76164 since 1982, the chamber has hundreds of businesses and professional leaders. Today the FWHCC is a dynamic force, promoting international trade, education, opportunity and economic mobility for all and the continuous development of its members. The chamber particularly strives to serve its members through business and professional seminars, workshops, networking opportunities and business procurement assistance through its Economic Development Programs. The chamber also works to give back to our community through the FWHCC Scholarship fund created in 1991. Since then, it has provided over a million dollars in scholarship awards. Visit https://www.fwhcc.org for more details.

Meacham International Airport
Meacham International Airport is the city’s oldest operating airport; dating to 1925. Situated on 900 acres and strategically located just five miles north of historic downtown Fort Worth, Meacham shares a rich history with the City of Fort Worth and is poised for growth as North Texas’ premier corporate and general aviation facility. Meacham’s current facilities include three full-

service FBOs, aircraft maintenance facilities, flight schools, ASOS and onsite rental car facilities. Visit https://www.meacham.com for more details.

Churches[17]

There are approximately 57 churches in ZIP codes 76106 and 76164. 41 were identified in 76106, and 16 were identified in 76164. Denominations vary greatly and include: Catholic, Baptist, Pentecostal, and Methodist, to name a few. Both communities feature churches that cater to Spanish speakers.

Free & Income-Based Health Clinic

Northside Community Health Center
Phone Number: 817-625-4254
Address: 2332 Beverly Hills Drive Fort Worth, TX 76114

Community Liabilities

Co-occurring Factors

The following are coexisting social determinants that affect Tarrant County adolescents. Information provided by Tarrant County Public Health Department and Centers for Disease Control and Prevention Youth Behavior Survey.

2019 CDC Youth Behavior Survey Results[18]

The Centers for Disease Control and Prevention (CDC) conducts an annual Youth Risk Behavior Surveillance System (YRBSS) survey. **Appendix A** illustrates results from Fort Worth, TX. Unless specified otherwise, statistics show behavior performed in the 12 months prior to the survey.

Community Maltreatment Risk Maps[19]

The Community Maltreatment Risk Maps are tools that use risk-mapping and geographically-based risk and resiliency models to illustrate the distribution of maltreatment rates in the state by ZIP Code. These maps were designed to identify and allocate resources in communities that may benefit from additional resources.

All data presented in these maps are expressed as z-scores, which reflects how far from the average a measure is. Values very close to zero are near the average. Negative values are below the average and positive values are above the average. For the purpose of this project, values that are more than .25 away from zero are importantly different from the average.

[17] Yellowpages.com
[18] Centers for Disease Control and Prevention (CDC)
[19] Community Risk Maps

	76106	76164
Families in Poverty	2.06	2.45
Health & Disability	-1.23	-1.5
Child Safety & Health	-2.15	-2.2
Low-Education	1.87	1.46
Low-Income	0.04	-0.87
Assaults Needing Medical Attention	0.27	0.67
Enrollment for 3 & 4 year olds	-0.35	-1.16

ZIP Code	County	Infant	1 to 4	5 to 9	10 to 14	15 to 17
76106	Tarrant	3. average	3. average	3. average	3. average	3. average
76164	Tarrant	3. average	3. average	2. comparatively low	2. comparatively low	3. average

Vaping

Vaping has become popular in recent years because it is falsely believed to be the safer alternative to cigarette smoking. This liquid-based vapor carries the highly addictive nicotine into the lungs, which is later absorbed into the bloodstream.



Nationally, more than 1 in 4 high school students vaped in 2019. This is a 26% increase from 2011.[20]

According to the 2018 Texas Youth Tobacco Survey, 19% of high school students and 6% of middle school students vaped in the past 30 days.[21]

Teen Pregnancy[22]

In 2015, Tarrant County had a teen pregnancy rate of 30.2 per 1,000 females aged 15-19 years. 50% of Tarrant County teen pregnancies were Hispanic. In 2017, Tarrant County's teen live birth rate was 23.3 per 1,000 females, which is lower than the Texas rate (27.6), yet higher than the U.S. rate (18.8).

Teen Dating Violence[23]

Teen dating violence includes unhealthy actions or threats that occur in a teenage dating relationship with a current or previous partner. It is a type of intimate partner violence that can occur in-person or electronically. Among high school students in 2017: a significantly higher percentage of female students reported *sexual dating violence* compared to male students in both the United States (10.7% female and 2.8% male) and Texas (8.8% female and 3.1% male); and a significantly higher percentage of female students (9.1%) reported *physical dating violence* compared to male students (6.5%) in the United States; however, in Texas these differences were not significant (7.6% female and 6.1% male).

[20] ETR.org
[21] Texas Department of State and Health Services
[22] Tarrant County Public Health Department, *Teen Pregnancy Data Brief*
[23] Tarrant County Public Health Department, *Teen Dating Violence Data Brief*

Teen dating violence increases the risk of: substance use, suicide, risky sexual behaviors, domestic violence in adulthood, eating disorders, depression and anxiety, and antisocial behavior.

Types of Teen Dating Violence

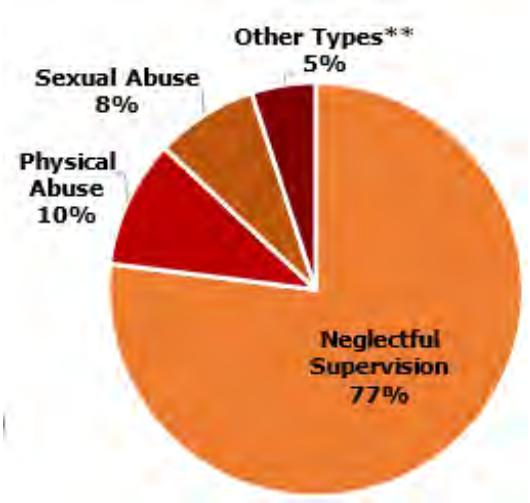
Digital	•Use of technology to track or control partner
Financial	•Controlling or abusing partner's money or job
Physical	•Use of physical force to purposely harm partner on purpose
Psychological Aggression	•Communication that harms partner's mental and emotional health
Sexual	•Forcing sex and related acts without partner's consent
Stalking	•Undesired contact or attention causing a partner to experience fear, anxiety, and feeling unsafe

Human Trafficking[24]

Texas is ranked 2nd for human trafficking cases reported to the National Human Trafficking Hotline (NHTH). Human trafficking can include both labor and sex work. Tarrant County is ranked as the 7th highest county with students attending public schools within 1,000 ft. of suspected illegal massage businesses.

Abuse and Neglect[25]

5,842 Tarrant County children, ages 0-17, experienced some form of abuse and neglect in 2018.



Gangs[26]

Gangs are extremely prevalent in the 76106 and 76164 community. There are too many gangs and sets to name, but the following list includes the most prevalent gangs in the 76106 and 76164 communities.

[24] Tarrant County Public Health Department, *Human Trafficking Data Brief*
[25] Tarrant County Public Health Department, *Abuse and Neglect Data Brief*
[26] Courtesy of Boys and Girls Clubs of Greater Tarrant County

Northside	Diamond Hill
1. VNS – Vario NorthSide	1. VDH – Vario Diamond Hill
2. 4 X 3 Crips	2. Calle 33 (33rd Street)
3. GGC	
4. KTK	
5. DTK	
6. 15th Street-Fifteenth Street XV	
7. 15st	
8. Loma	
9. Crips	
10. 5 X 2 GC	

Juvenile Delinquency[27]

Juvenile Referrals

The Fort Worth ZIP codes with the highest referrals received from Fort Worth Police Department (FWPD) are listed in the table. The ZIP code listed reflects where the juvenile being referred lives. It does not reflect where the arrest took place.

	2015	2016	2017	2018	2019
Referral Source					
FWPD	1195	1286	1225	1287	1038
FWISD	0	0	0	0	0
Residence Zip Code					
76119	5.9%	7.3%	9.6%	9.6%	10.9%
76112	4.9%	5.3%	8.6%	7.5%	6.0%
76133	4.1%	5.4%	5.2%	7.3%	6.7%
76105	5.7%	5.2%	5.6%	5.1%	6.3%
76116	3.0%	5.3%	5.1%	4.8%	5.4%
76104	4.3%	5.1%	5.9%	2.7%	4.1%
76106	2.5%	5.3%	2.9%	4.4%	5.2%
76123	2.9%	2.9%	3.8%	3.8%	4.8%
TOTAL REFERRALS	1195	1286	1225	1287	1038

Number of Juveniles

Between January 1, 2015 and December 31, 2019, a total of 280 juveniles were referred to Tarrant County Juvenile Probation Department (JPD) from ZIP codes 76106 and 76164. The table below displays the number of juveniles who were referred to Tarrant County JPD per year from each ZIP code[28].

[27] Courtesy of Tarrant County Juvenile Services

[28] The total number of juveniles referred per year does not equal the total number of juveniles referred in the 9 year period because a number of juveniles had referrals in more than one year.

Year	Number of Juveniles
2015	46
2016	87
2017	61
2018	90
2019	79

Juvenile Demographics

The majority (77.1%) of the juveniles referred to Tarrant County JPD from the identified ZIP codes during the years under investigation were male. In regards to ethnicity, the majority of youth were Hispanic (76.8%), followed by Caucasian (12.1%), and African American (11.1%).[29]

Demographic Variable	Characteristic	Number (%)
Gender	Male	216 (77.1%)
	Female	64 (22.9%)
Ethnicity	Hispanic	215 (76.8%)
	Caucasian	34 (12.1%)
	African American	31 (11.1%)
	Asian	0 (0.0%)

Age at time of Referral

The average age at time of referral was **14.4** years with a range of 10-23 years.[30]

Number of Referrals

These 280 juveniles accounted for 514 separate referrals. The average number of referrals per juvenile was 1.8 referrals (range of 1 to 11 referrals). The table below displays the number of referrals per year.

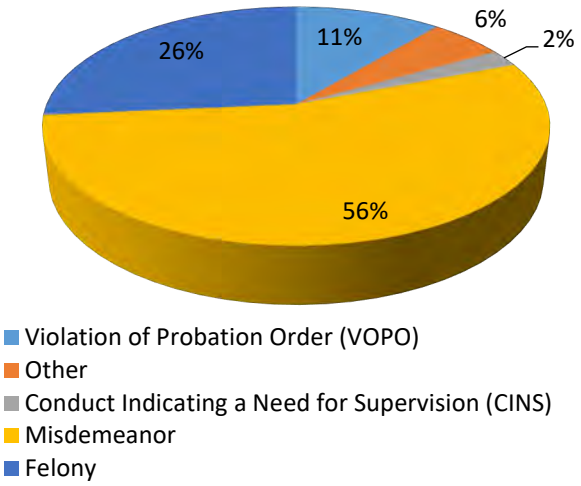
Year	Number of Referrals		
	76106	76164	Total
2015	46	21	67
2016	89	41	130
2017	55	29	84
2018	84	46	130
2019	64	39	103
TOTAL	**338**	**176**	**514**

[29] According to the 2010 National Census, the majority of the residents in this area classify themselves as being Hispanic or Latino (86.2%).

[30] There were five individuals over the age of 17 at time of referral. Three were felony offenses committed at the time they were juveniles and 2 were committed at or above 17.

Type of Referral

Of the 514 referrals between January 1, 2015 and December 31, 2019, the majority (n=280) were for misdemeanors. Felony offenses were the second most frequent referral category (n=136), followed by Violations of Probation Orders (n=57), other referrals (n=29), and Conduct Indicating a Need for Supervision (n=12).[31][32][33]



Top 11 Offenses

The following table presents information on the top 11 delinquent offenses for the 5 years under investigation. These 11 offenses accounted for over half (61.3%) of the offenses reported during the timeframe.

Offense	Type	Level/Degree	Number	Percent
Assault with Bodily Injury	Person	Class A Misdemeanor	74	14.4%
Possession of Marijuana Less than 2oz	Drug	Class B Misdemeanor	42	8.2%
Violation of Court Order – Technical	VOPO	n/a	39	7.6%
Family Violence Assault with Bodily Injury	Person	Class A Misdemeanor	31	6.0%
Possession of Marijuana Less than 2oz in Drug Free Zone	Drug	Class A Misdemeanor	25	4.9%
Directive to Apprehend/Warrant	Other	n/a	20	3.9%
Violation of Court Order – New Offense	VOPO	n/a	18	3.5%
Burglary of a Building	Property	State Jail Felony	17	3.3%
Burglary of a Habitation	Property	2nd Degree Felony	17	3.3%
Evading Arrest Detention	Obstruction of Justice	Class A Misdemeanor	16	3.1%
Theft of Property less than or equal to $100 and less than $750	Property	Class B Misdemeanor	16	3.1%

[31] The less severe offenses and status offenses are found in the conduct indicating a need for supervision category. *Conduct indicating a need for supervision* (CINS) is defined as conduct, other than jailable traffic offenses, that violates: 1) penal laws punishable by fine only or penal ordinances of any political subdivision of the state; 2) truancy; 3) runaway; 4) inhalant abuse; 5) public intoxication; 6) an act that violates a school districts previously communicated written standards of student conduct for which the student has been expelled; or 7) conduct that violates a court order for a child declared at risk.
[32] Other referral types include Directive to Apprehend (e.g. a warrant), Detention Holds for other jurisdictions, and youth who are detained pending a court hearing.
[33] A violation of probation order involves the juvenile violating the terms and conditions of the probation in which he/she is currently serving.

Interview and Survey Results

Interviews

During January and February 2019, the Youth Advisory Committee of Tarrant County interviewed six prominent leaders in their community with pre-formulated questions in relation to the CSNA survey.

Questions/Responses

1. What are some prevalent issues you have encountered or observed from teens in our area?

a. **Interviewee 1** – "The most prevalent issue I have seen is the lack of activities available for 12-18-year olds. We have sports available at the schools, but outside of campus and school hours there are not enough programs that spark the youth's interest."

b. **Interviewee 2** – "Teens lack options and activities that meet their interests. Aside from sports, teens would like to be involved in art, music, theatre, STEM, etc."

c. **Interviewee 3** – "There needs to be more activities outside of school that connect people with similar interests. Teens often stay out of trouble if they are involved in an after-school or weekend activity that they are passionate about. People need to feel connected and focusing energy in these types of groups deters energy from being used negatively."

d. **Interviewee 4** – "The lack of education on programs available to parents, family members, and students is a prevalent issue. There are many resources out there and our community needs to be educated on these."

e. **Interviewee 5** – "As for challenges in our community, I cannot speak negatively. In fact, our crime rates are not top ten in the county anymore. Referrals and truancy has gone down."

f. **Interviewee 6** – "As a community, our crime reports on drugs and theft have decreased immensely. As a whole, we are being affected by opioid use and drug use by minors. This is a prevalent issue of the nation. Sex trafficking is also an issue we are seeing spark across the U.S. People need to be more aware of sex trafficking, that is: what signs to look for, how to report it, and who to go to if they were or are a victim."

2. Can you offer some thoughts on drug use in the local area?

a. **Interviewee 1** – "Marijuana and cocaine were popular in the 90's, but drug use has decreased. I advise people to attend community patrol meetings to become more informed. While the drug use reported has decreased, reporting these incidents is vital in determining how much action can take."

b. **Interviewee 2** – "Drug use has been around for a long time. The types of drugs being used have shifted to perhaps methane and heroine. Marijuana use has been prevalent (as in the previous decades)."

c. **Interviewee 3** – "Teens and parents need to be more informed about the dangers of substance abuse. Students should be encouraged to speak up for their friends who are struggling."

d. **Interviewee 4** – "E-cigarettes are very popular now; some pre-teens and teens have found ways to use other substances besides tobacco in them. Drugs are also laced with fatal substances. I find that students are experimenting more with drugs without being educated about what could be inside them."

e. **Interviewee 5** – "Drug use has decreased in the community. In our previous efforts with CYD as a patrol officer, we insured drug use went down over the past ten years."

f. **Interviewee 6** – "Again, opioid use has risen across the country. Minors are using illegal drugs such as marijuana."

3. What resources are you aware of that are in place to help with issues in the community?

a. **Interviewee 1** – "The neighborhood patrol meetings, community meetings, school board meetings, and community centers are all in place to help and give a voice to the community. People who attend these are also great resources and advocates."

b. **Interviewee 2** – "Community centers, libraries, non-profit organizations (Boys and Girls Club, Girls Inc., Campfire, etc.) are helpful resources. These also provide classes, recreational sports, and a safe environment."

c. **Interviewee 3** – "The Neighborhood Association connects the community with city officials, the Neighborhood Patrol Officers (NPO) provide security, and the Boys and Girls Clubs provide a safe space to learn. Other resources are the community libraries, the Trinity Metro (for transportation), and the museums."

d. **Interviewee 4** – "The Good Will, Texas Workforce, Girls Inc., and any chamber of commerce are great resources. These agencies help connect people with resources and are closer to us than we think."

e. **Interviewee 5** – "There are intervention programs in place, but because crime has decreased we need more preventative programs. We have some non-profits who have made an impact in the community, and we need more. These programs should be immersed in the culture of the community, speak the jargon, and be equipped with trustworthy, genuine people. Our efforts should engage students early and throughout their teen years to reverse the negative stigmas."

f. **Interviewee 6** – "We have enough intervention programs in place, we need more prevention programs in the libraries, community centers, and schools."

4. Where can you suggest others seek support if there is lack of evident support from those around them?

a. **Interviewee 1** – "Counselors, teachers, and even community service staff provide great support. If you are shy, hot lines are also vital in providing support."

b. **Interviewee 2** – "Teachers, counselors, older students, mentors, and other people who teens are comfortable with are great support if support is lacking from their peers or family."

c. **Interviewee 3** – "Some of the resources provided in Question 3 provide great support and are filled with mentors. There are mentors at the Boys and Girls Clubs, NPO's, and even those who work in health care services."

d. **Interviewee 4** – "Counselors and teachers are great providers of support. They see students on a regular basis and are easily accessible. They are people just like everyone else and will notice if something is wrong almost immediately because of their experience and amount of exposure to the students."

e. **Interviewee 5** – "People can seek support from school staff, their neighborhood patrol officers, and mentors in their after-school programs."

f. **Interviewee 6** – "The teachers, coaches, counselors, and community center adults are a great source of support, knowledge, and encouragement."

5. How can we encourage more interaction/involvement from others in the local area?

a. **Interviewee 1** – "I encourage you to find your passion and get involved with the community through community service. Meeting people through community service can open many doors for you. Your energy and involvement encourage others to participate and could maybe link you to new opportunities."

b. **Interviewee 2** – "Find what you like to do, encourage others through social media, and volunteer at events that have similarities to your career goals."

c. **Interviewee 3** – "You can encourage more involvement by reaching out to other student leaders in other high schools, finding adults who are willing to be sponsors, and creating events that bring people with similar interests together."

d. **Interviewee 4** – "Volunteering in the community and building relationships with people will encourage their involvement as well. You can volunteer at your local church, at a shelter, or even at the community centers."

e. **Interviewee 5** – "Identify a strong group, or network of people, with the same mentality and change the narrative being provided through social media. The narrative should be how proud you are of your community because the North Side is a great place to live. People who graduate high school and college are coming back home because this is an excellent community."

f. **Interviewee 6** – "Bring volunteers to help and build their own community. Reiterate the cause when inviting them, and provide opportunities that meet their momentum. Find and identify other leaders in the community. Highlight how many great things are happening and encourage other to fill in gaps where they see a need."

6. **What are some ways of dealing with influence from peers and other members of the community?**

   a. **Interviewee 1** – "Simply reject their invitation politely and encourage them to do something positive with you instead."

   b. **Interviewee 2** – "Say no to peer pressure and tell a trusted adult if needed."

   c. **Interviewee 3** – "I have found that simply saying, 'No' is a great way to resist peer-pressure. If you have to involve an adult, go ahead and do so. You are protecting your friend and their life and health comes first."

   d. **Interviewee 4** – "Be honest and true to yourself. Go with your gut feeling and be confident that if you are not comfortable with something, you do not have to participate in it. Become a leader of a group in your community and encourage those around you in a positive manner."

   e. **Interviewee 5** – *Time did not allow.*

   f. **Interviewee 6** – *Time did not allow.*

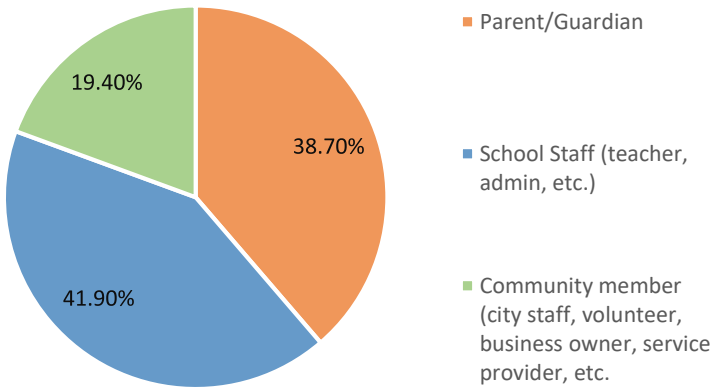
Surveys

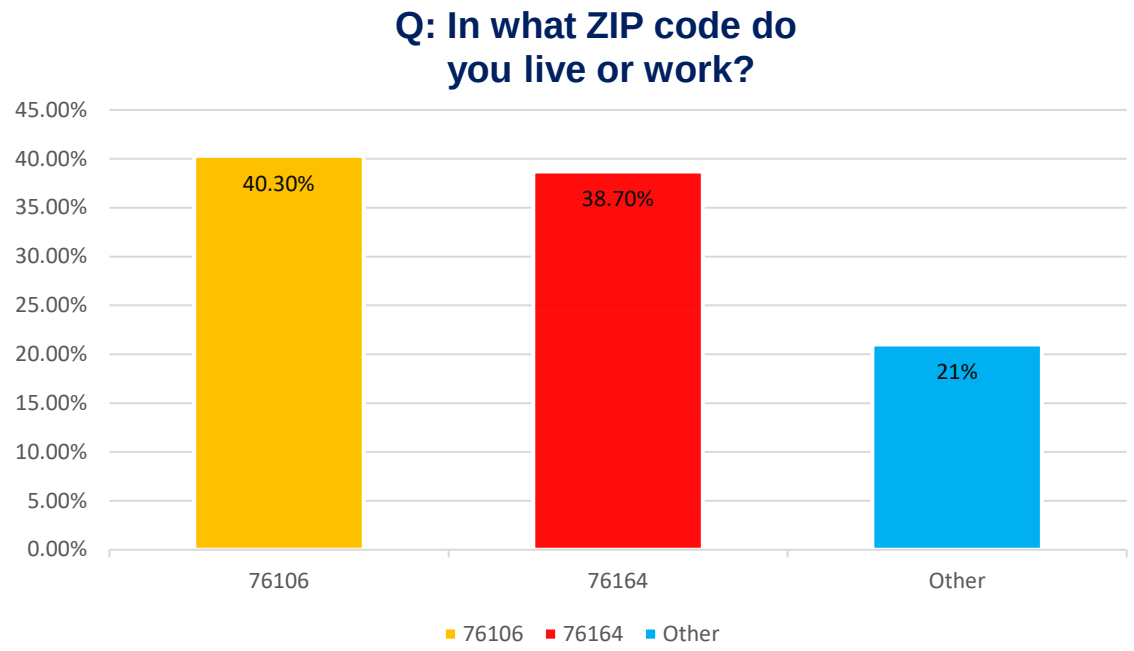
During November and December 2018, the Youth Advisory Committee of Tarrant County surveyed members of the community to discover the prevalent needs and challenges they feel the youth are faced with daily, and what programs could improve these challenges. For accuracy, the surveys were conducted anonymously and participants were picked at random. Two separate surveys were conducted: (1) youth survey for adolescents in the community, and (2) adult survey for parents, school staff and community members.

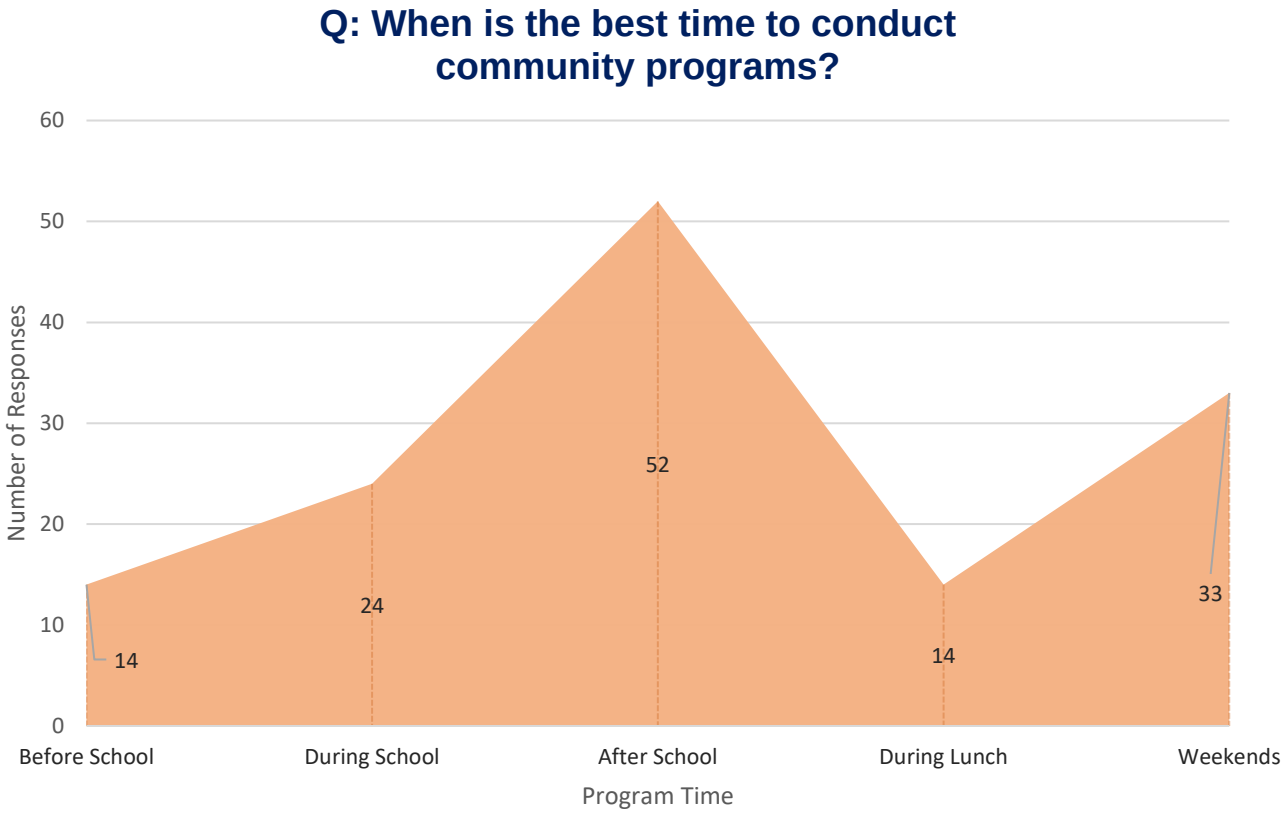
Adult Surveys

These results are based on a total of 62 survey responses.

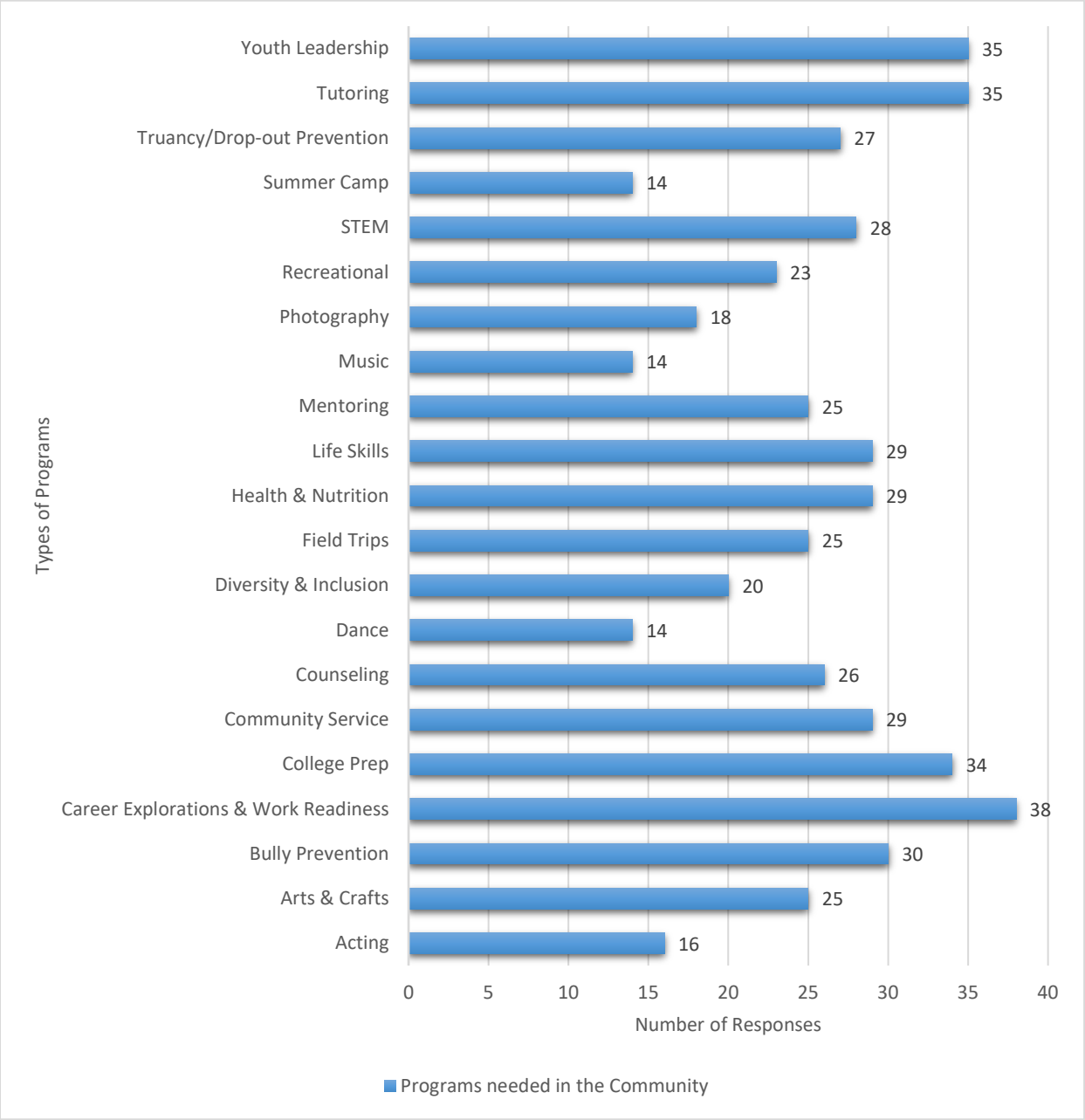
Q: Who are you?




Q: In what ZIP code do you live or work?
45.00%
40.00%
35.00%
30.00%
25.00%
20.00%
15.00%
10.00%
5.00%
0.00%
40.30%
38.70%
21%
76106
76164
Other
76106
76164
Other


Q: When is the best time to conduct community programs?
60
50
40
30
20
10
0
Number of Responses
14
24
52
14
33
Before School
During School
After School
During Lunch
Weekends
Program Time

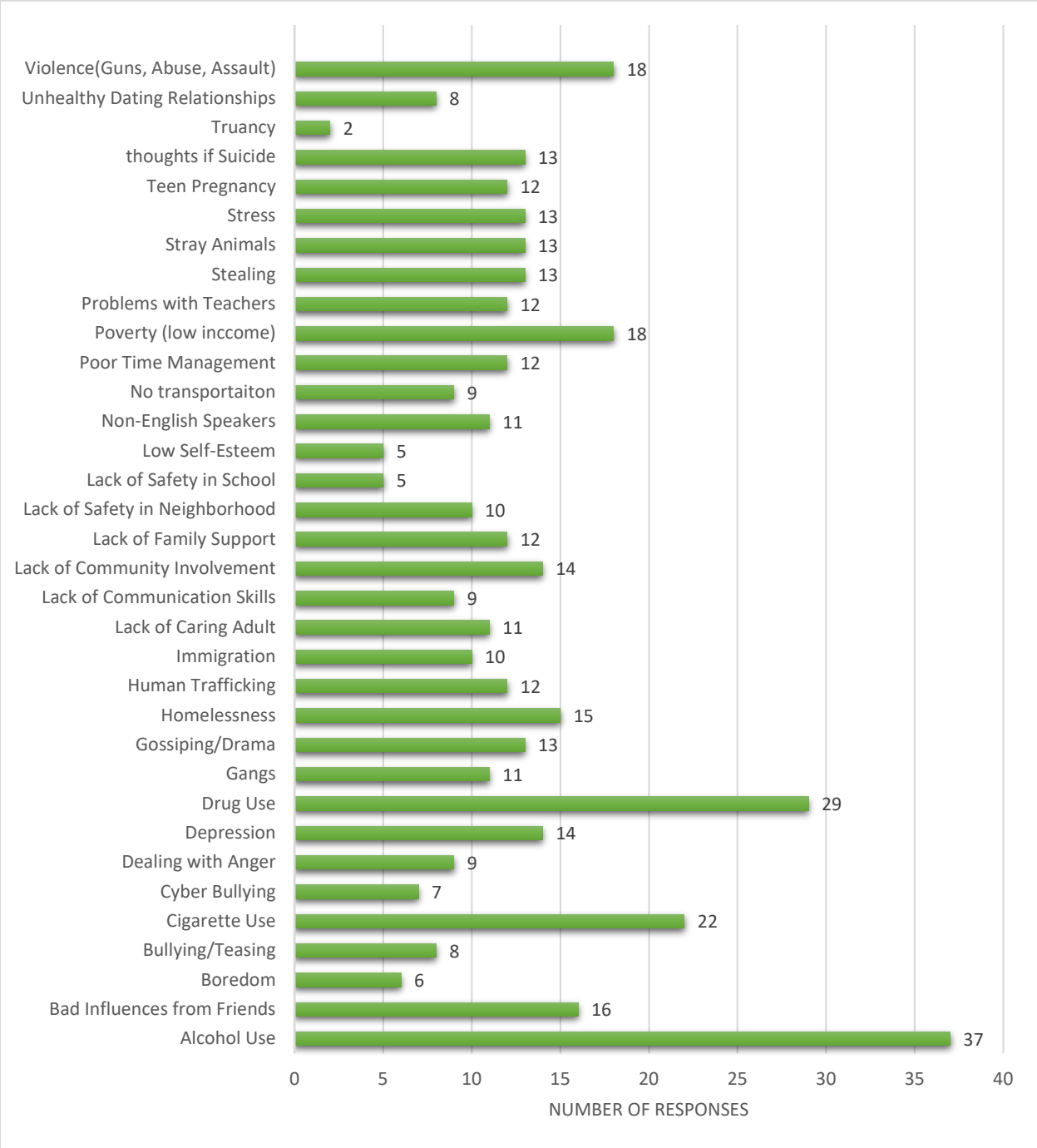
Q. Which of the following programs are needed in the community?



Top Eight:

1. Career Exploration and Work Readiness (38)
2. Education and Academic Support/Tutoring (35)
3. Youth Leadership (35)
4. College Prep (34)
5. Bullying Prevention (30)
6. Community Service (29)
7. Health & Nutrition (29)
8. Life Skills (29)

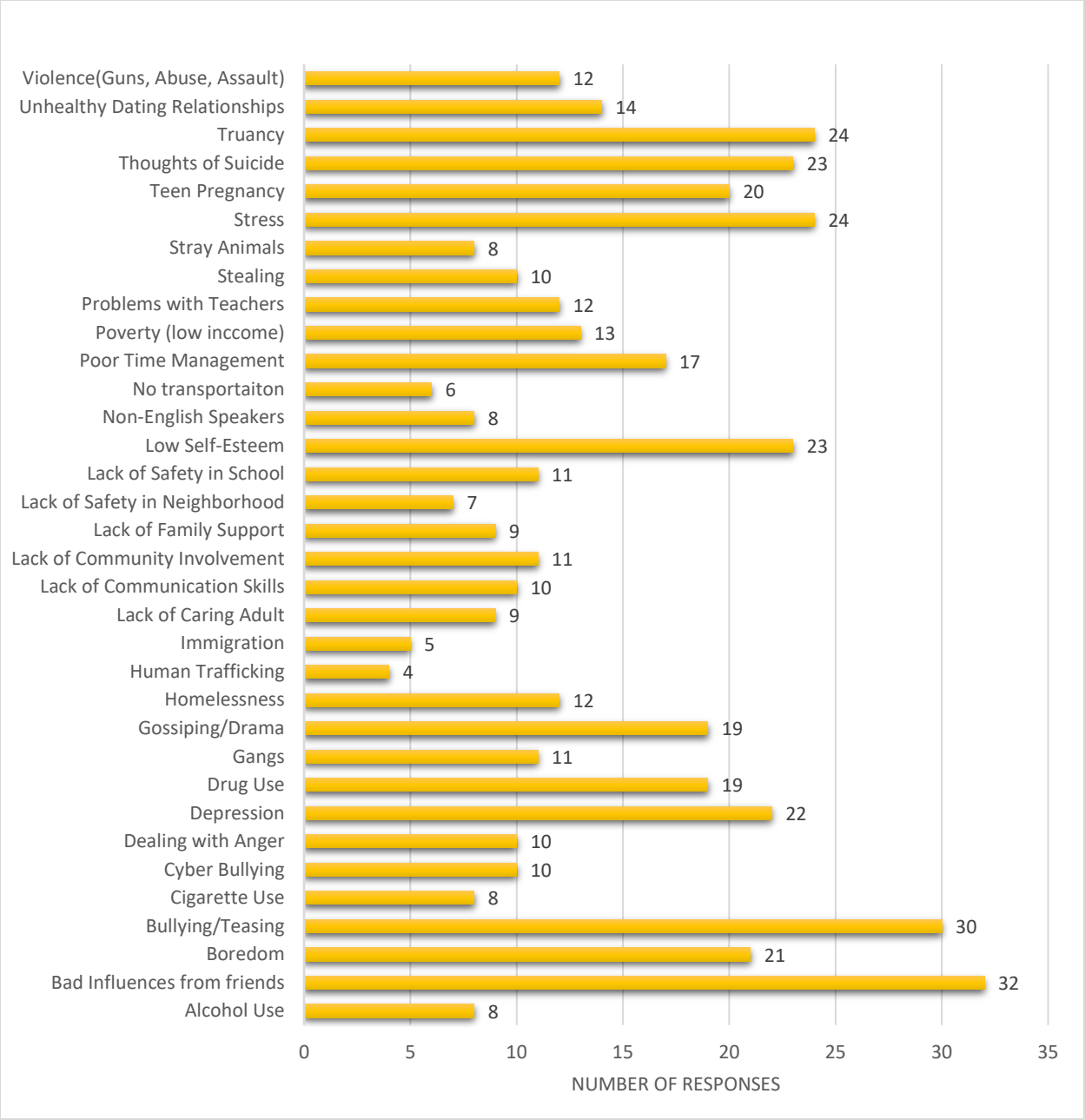
Q. Which issues do you see most often in your community?



Top Five:

1. Alcohol use (37)
2. Drug use (29)
3. Cigarette use (22)
4. Poverty (18)
5. Violence (18)

Q. Which issues do you see most often in your child's school?



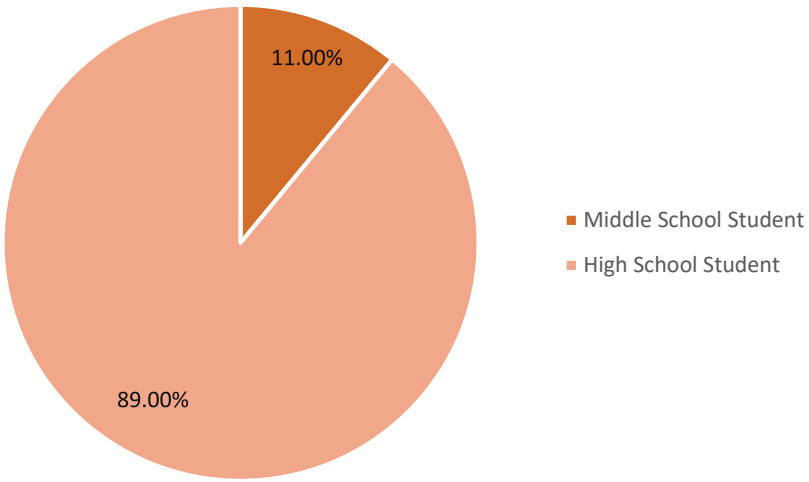
Top Six:

1. Bad Influences from friends (32)
2. Bullying/teasing (30)
3. Stress (24)
4. Truancy (24)
5. Low Self Esteem (23)
6. Thoughts of Suicide (23)

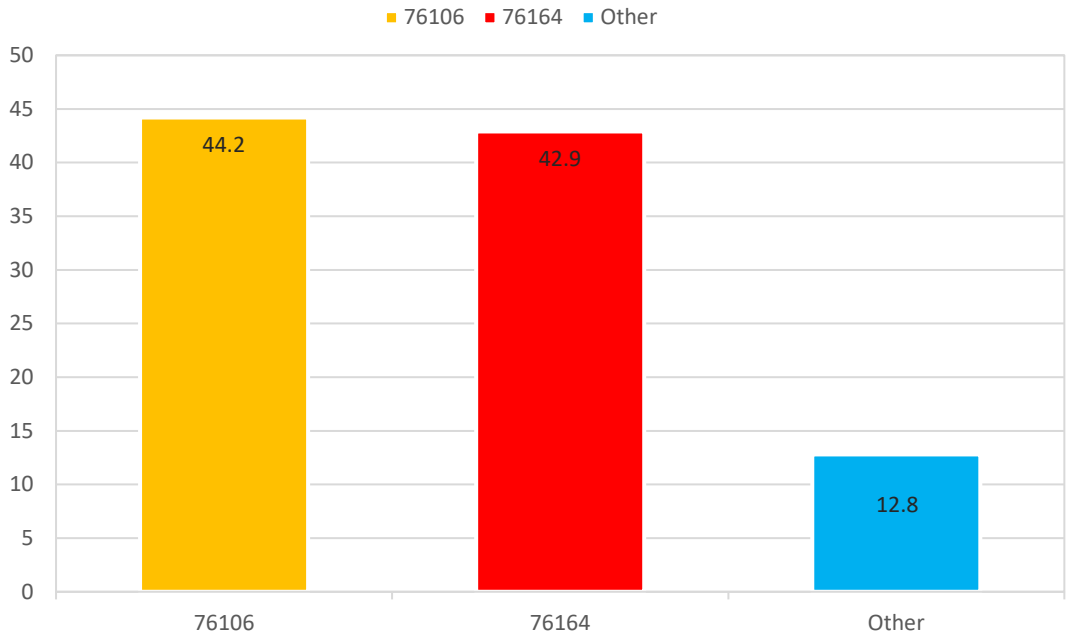
Youth Surveys

These results are based on a total of 156 survey responses.

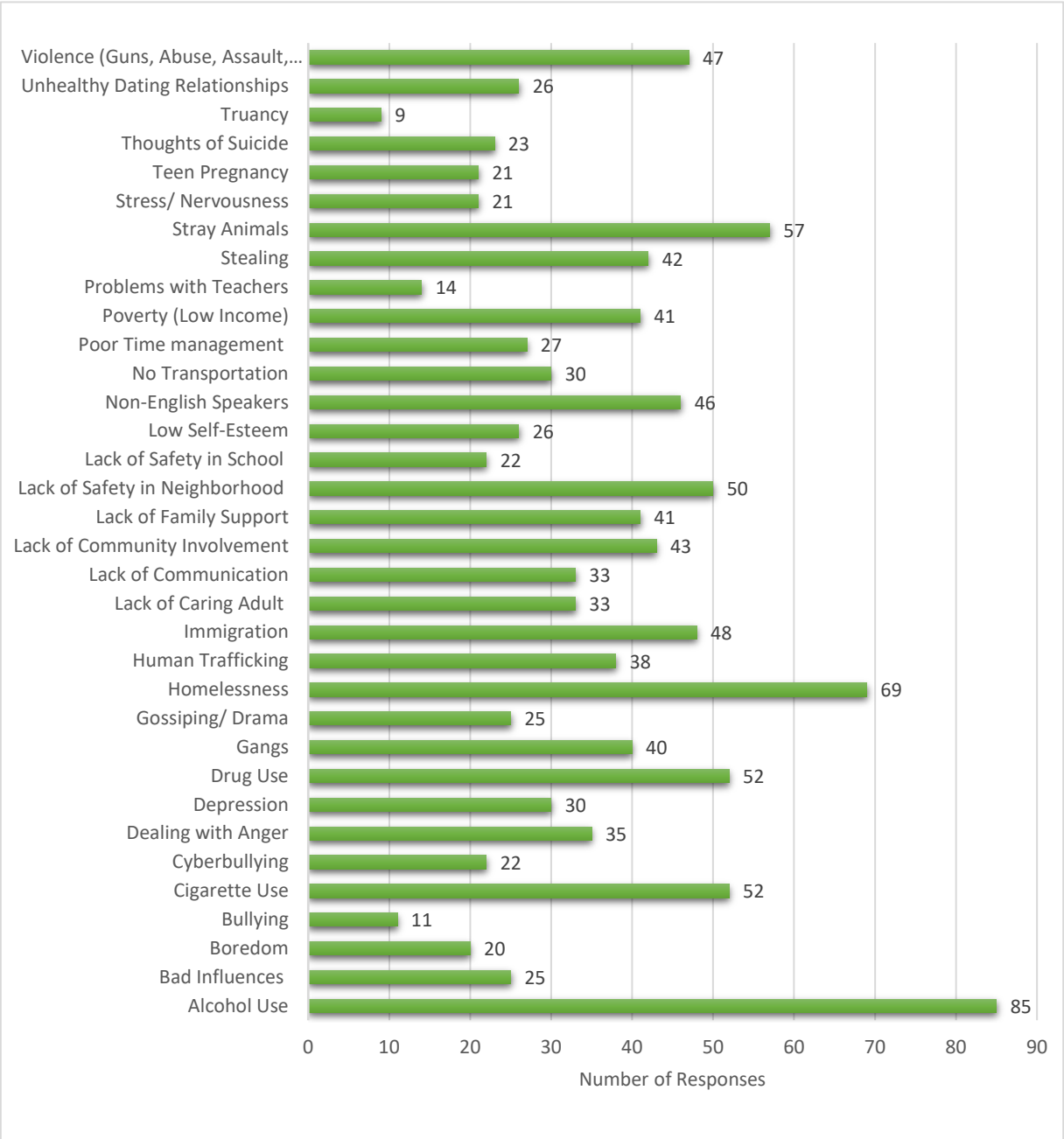
Q: Who are you?



Q: What is your ZIP Code?



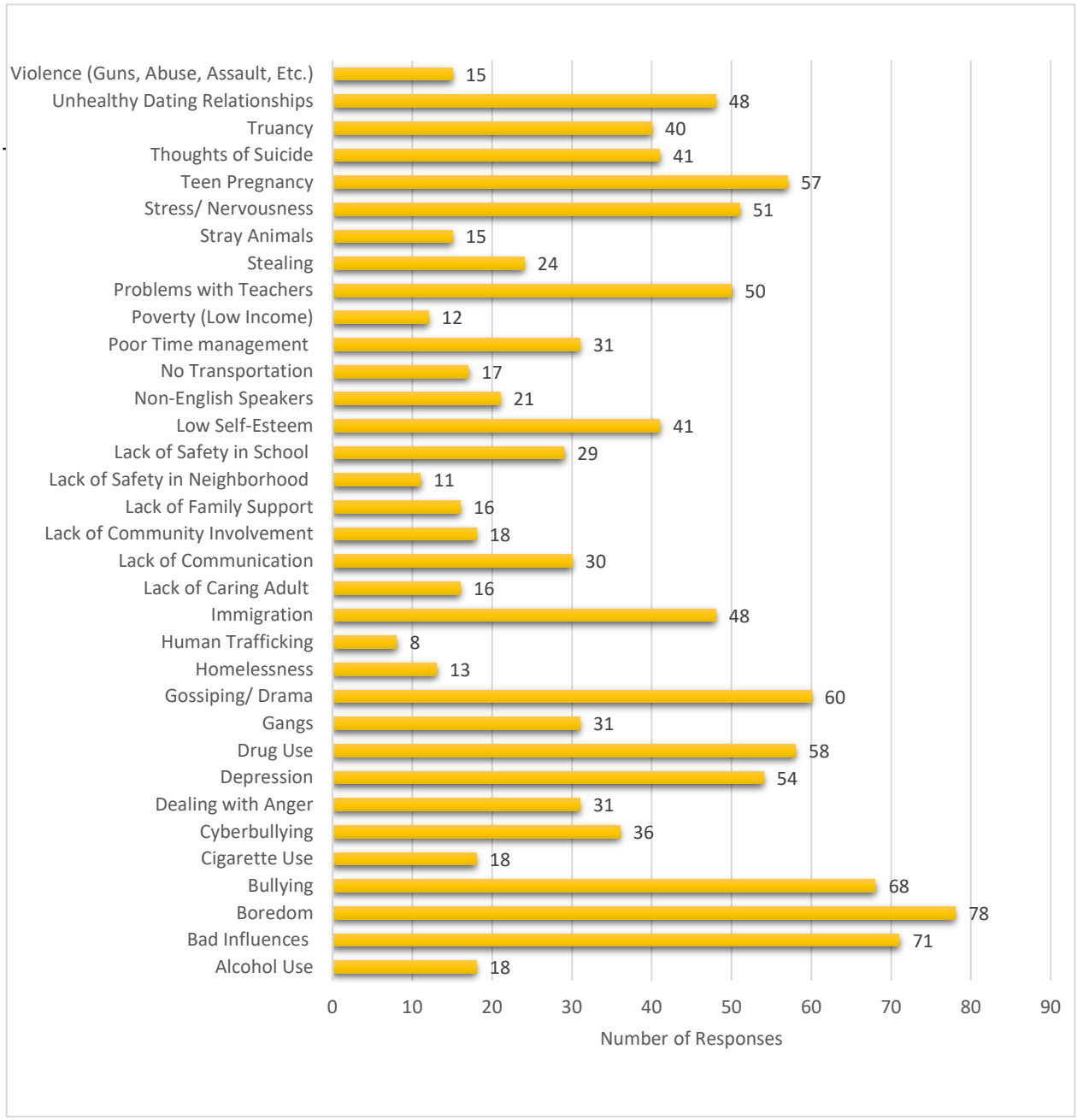
Q. Which issues do you see most often in your community?



Top Five:

1. Alcohol Use (85)
2. Homelessness (69)
3. Stray Animals (57)
4. Drug Use/ Cigarette Use (52)
5. Lack of Safety in the Neighborhood (50)

Q. Which issues do you see most often in your school?



Top Five:

1. Boredom (78)
2. Bad Influences from friends/Peers (71)
3. Bullying (68)
4. Gossiping/ Drama (60)
5. Drug Use (58)

IMPLICATION OF FINDINGS

Survey/Interview Summary

ISSUES			
COMMUNITY		SCHOOL	
ADULT	YOUTH	ADULT	YOUTH
Alcohol use	Alcohol use	Bad influences from friends	Boredom
Drug use	Homelessness	Bullying/teasing	Bad influences from friends
Cigarette use	Stray Animals	Stress	Bullying
Poverty	Drug use/Cigarette use	Truancy	Gossiping/Drama
Violence	Lack of safety in neighborhood	Low Self-Esteem	Drug use
		Thoughts of Suicide	

Programs needed in community:

- Career Exploration and Work Readiness
- Education and Academic Support/Tutoring
- Youth Leadership
- College Prep
- Bullying Prevention
- Community Service
- Health & Nutrition
- Life Skills

Interview Summary:

- Teens ages 12-18 need more activities after school.
- Community is being affected by opioid use and drug use by minors.
- Need education on sex trafficking.
- E-cigarettes are very popular and being used during school (used with tobacco and marijuana).
- Need more prevention programs.
- Encourage others through social media and volunteer at events, community service, build relationship with local church, community centers, libraries, etc.

Community Summary

76106 and 76164 Notable Characteristics:

- The communities make up is primarily Spanish-speaking Hispanics or Latinos.
- A large percentage of residents are Non-U.S. Citizens.
- The majority of citizens have less than a high school education.
- The poverty levels are more than twice the national average; 94% of students are low income.
- Schools have low accountability ratings; schools testing rank was in the bottom 15% of Texas schools.
- Amongst all Tarrant County ZIP codes, 76106 is #7 in highest number of referrals in Tarrant County to Juvenile Services.
- Assault with bodily injury and possession of marijuana are the top 2 offences for juveniles.
- Alcohol and drug use, poverty and violence are prevalent in the community.

Funding Priorities

CYD has evaluated all needs reported by the community, and has ranked funding priorities according to CYD policies, community issues, survey results and forum/event discussions.

CYD Funding Priorities:

1. Mentoring – required by grant
2. Youth Advisory Committee (YAC) – required by grant
3. Youth Leadership Development (YLD) – required by grant
4. Post-High School Readiness – required by grant
5. Life Skills
6. Education and Academic Support/Tutoring
7. Prevention – drug/alcohol (including vaping), sex trafficking, teen pregnancy and teen dating violence.
8. Career Exploration and Work Readiness
9. College Prep
10. Bullying Prevention
11. Community Service
12. Recreational Programs, to include Health & Nutrition

CONCLUSION & RECOMMENDATIONS

This CSNA was created to provide a profile of Tarrant County ZIP codes, 76106 and 76164, which is historically Tarrant County CYD's designated service area. Based on current data, ZIP codes 76106 and 76164 were selected for continued funding, due to high incidence of juvenile crime and additional determining factors. CYD programming is needed in this community to alleviate conditions in the family and community that lead to juvenile crime. CYD Programs should continue in this service area.

Reflections

CYD programs have been in this community for twenty-five years, which has helped to decrease juvenile delinquency, drug use, teen pregnancy, and truancy/dropout rates amongst program participants. Community relationships are strong, and should continue to sustain positive progress.

CYD programs should continue to:

- Include group sessions addressing topics listed under “Programs needed in Community.”
- Offer programs before school, during school, after school, and on weekends. CYD should continue to fund a variety of programs offered at a variety of times to meet the needs of all youth.
- Utilize all community assets for programming and outreach, including schools, community centers and libraries.
- Provide program information and outreach materials in Spanish, due to majority of parents are Spanish-speaking.
- Provide academic support and tutoring to ensure all schoolwork is completed at a high level (youth are not able to access help from home).
- Form positive relationships with primary caregivers through all avenues, including home visits, phone calls and primary caregiver/family involvement events.

Action Steps

Tarrant County CYD proposes to continue serving 76106 and 76164 as we have for the past twenty-five years, and add a pilot program in 76112 and 76119 to expand CYD services with at least one new or existing service provider. Since 76112 and 76119 are geographically next to one another, and most children and youth live and attend school interchangeably between the two ZIP codes, CYD will attempt to serve both 76112 and 76119 ZIP codes as one community as we do 76106 and 76164. Therefore, Tarrant County CYD will serve 2 distinct communities/service areas. It is believed that the presence of CYD will attract more support and services to these communities over the next five years.

- Identify current and potential service providers.
- Conduct competitive grant opportunity for Tarrant County CYD service providers for services starting September 1, 2021.
- Utilize CSNA to educate and direct service providers on content for programming.
- When working with teens, it has been found that gender-specific groups are beneficial. Programming should continue and/or seek to sponsor these types of programs.
- Continue to provide outreach for CYD and network with community service providers. These efforts will help provide additional resources to youth and families in need of services. These efforts will also help recruit new service providers for CYD funding.
- Ensure provision of services based on community needs (ex. times/locations).
- Continue to build and sustain partnerships with community schools, community centers and libraries for program referrals and group sites.
- Continue to build and sustain collaborations with Diamond Hill and Northside Community Neighborhood Associations, coalitions and networking groups to best meet the needs of youth and families in our community.

- Continue to provide community service projects and attend community events.
  - Continue to listen to youth voice through all avenues, including YAC and youth leader participation in quarterly CCC meetings.
  - Continue to provide annual CYD Vision Awards ceremony to highlight outstanding youth leaders and special projects of CYD; must include primary caregivers.
  - All CYD service providers must continue to provide primary caregiver and family involvement to the highest level possible; at least quarterly (monthly as a whole).
  - YAC will explore new projects to include in CSNA for FY2023; including new ideas and lessons learned from Youth Summit.

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Appendix A: CDC Youth Risk Behavior Surveillance System (YRBSS)

High School Youth Risk Behavior Survey			
Question %	**Fort Worth, TX %**	**Texas %**	**United States %**
Unintentional Injuries and Violence			
Rarely or never wore a seat belt (when riding in a car driven by someone else)	7.0†	7.4	6.5
Rode with a driver who had been drinking alcohol (in a car or other vehicle, one or more times during the 30 days before the survey)	21.7	19.4	16.7
Drove when they had been drinking alcohol (in a car or other vehicle, one or more times during the 30 days before the survey, among students who had driven a car or other vehicle during the 30 days before the survey)	7.2	5.3	5.4
Texted or e-mailed while driving a car or other vehicle (on at least 1 day during the 30 days before the survey, among students who had driven a car or other vehicle during the 30 days before the survey)	38.6	41.7	39.0
Carried a weapon (such as a gun, knife, or club, on at least 1 day during the 30 days before the survey)	11.4	15.0	13.2
Carried a weapon on school property (such as a gun, knife, or club, on at least 1 day during the 30 days before the survey)	2.4	3.3	2.8
Carried a gun (on at least 1 day during the 12 months before the survey,not counting the days when they carried a gun only for hunting or for a sport such as target shooting)	6.4	6.1	4.4
Were threatened or injured with a weapon on school property (such as a gun, knife, or club, one or more times during the 12 months before the survey)	6.3	6.7	7.4
Were in a physical fight (one or more times during the 12 months before the survey)	22.6	23.5	21.9
Were in a physical fight on school property (one or more times during the 12 months before the survey)	10.1	8.0	8.0

Were electronically bullied (counting being bullied through texting, Instagram, Facebook, or other social media, during the 12 months before the survey)	9.6	12.2	15.7
Were bullied on school property (during the 12 months before the survey)	11.3	14.3	19.5
Did not go to school because they felt unsafe at school or on their way to or from school (on at least 1 day during the 30 days before the survey)	11.1	12.1	8.7
Were ever physically forced to have sexual intercourse (when they did not want to)	8.6	10.3	7.3
Experienced sexual violence by anyone (including kissing, touching, or being physically forced to have sexual intercourse when they did not want to, one or more times during the 12 months before the survey)	9.7	10.0	10.8
Experienced sexual dating violence (being forced to do sexual things (counting such things as kissing, touching, or being physically forced to have sexual intercourse) they did not want to do by someone they were dating or going out with, one or more times during the 12 months before the survey, among students who dated or went out with someone during the 12 months before the survey)	6.3	5.4	8.2
Experienced physical dating violence (being physically hurt on purpose (counting such things as being hit, slammed into something, or injured with an object or weapon) by someone they were dating or going out with, one or more times during the 12 months before the survey, among students who dated or went out with someone during the 12 months before the survey)	6.7	8.3	8.2
Felt sad or hopeless (almost every day for 2 or more weeks in a row so that they stopped doing some usual activities, during the 12 months before the survey)	33.5	38.3	36.7
Seriously considered attempting suicide (during the 12 months before the survey)	14.8	18.9	18.8
Made a plan about how they would attempt suicide (during the 12 months before the survey)	12.6	15.0	15.7
Actually attempted suicide (one or more times during the 12 months before the survey)	11.1	10.0	8.9
Suicide attempt resulted in an injury, poisoning, or overdose that had to be treated by a doctor or nurse (during the 12 months before the survey)	3.9	3.4	2.5
Tobacco Use			
Ever tried cigarette smoking (even one or two puffs)	20.9		24.1
First tried cigarette smoking before age 13 years (even one or two puffs)	7.0	10.6	7.9
Currently smoked cigarettes (on at least 1 day during the 30 days before the survey)	3.3	4.9	6.0
Currently smoked cigarettes frequently (on 20 or more days during the 30 days before the survey)	0.4	0.7	1.3

Currently smoked cigarettes daily (on all 30 days during the 30 days before the survey)	0.3	0.6	1.1
Smoked more than 10 cigarettes per day (on the days they smoked during the 30 days before the survey, among students who currently smoked cigarettes)	N/A	N/A	8.1
Ever used electronic vapor products (including e-cigarettes, vapes, vape pens, e-cigars, e-hookahs, hookah pens, and mods)	43.2	48.7	50.1
Currently used electronic vapor products (including e-cigarettes, vapes, vape pens, e-cigars, e-hookahs, hookah pens, and mods, on at least 1 day during the 30 days before the survey)	12.5	18.7	32.7
Currently used electronic vapor products frequently (including e-cigarettes, vapes, vape pens, e-cigars, e-hookahs, hookah pens, and mods, on 20 or more days during the 30 days before the survey)	3.2	6.5	10.7
Currently used electronic vapor products daily (including e-cigarettes, vapes, vape pens, e-cigars, e-hookahs, hookah pens, and mods, on all 30 days during the 30 days before the survey)	2.4	4.8	7.2
Usually got their own electronic vapor products by buying them in a store (such as a convenience store, supermarket, discount store, gas station, or vape store, including e-cigarettes, vapes, vape pens, e-cigars, e-hookahs, hookah pens, and mods, during the 30 days before the survey, among the __% of students nationwide who currently used electronic vapor products and who were aged <18 years)	15.3	15.3	8.1
Currently used smokeless tobacco (chewing tobacco, snuff, dip, snus, or dissolvable tobacco products, such as Redman, Levi Garrett, Beechnut, Skoal, Skoal Bandits, Copenhagen, Camel Snus, Marlboro Snus, General Snus, Ariva, Stonewall, or Camel Orbs, not counting any electronic vapor products, on at least 1 day during the 30 days before the survey)	2.6	3.4	3.8
Currently smoked cigars (cigars, cigarillos, or little cigars, on at least 1 day during the 30 days before the survey)	5.1	5.7	5.7
Currently smoked cigars frequently (cigars, cigarillos, or little cigars, on 20 or more days during the 30 days before the survey)	0.9	0.9	1.1
Currently smoked cigars daily (cigars, cigarillos, or little cigars, on all 30 days during the 30 days before the survey)	0.6	0.5	0.8
Currently smoked cigarettes or cigars (on at least 1 day during the 30 days before the survey)	6.4	8.2	9.2
Currently smoked cigarettes or cigars or used smokeless tobacco (on at least 1 day during the 30 days before the survey)	7.1	9.5	10.5

Currently smoked cigarettes or cigars or used smokeless tobacco or electronic vapor products (on at least 1 day during the 30 days before the survey)	15.1	21.8	36.5
Currently smoked cigarettes or used electronic vapor products (on at least 1 day during the 30 days before the survey)	13.8	20.0	34.4
Did not try to quit using all tobacco products (including cigarettes, cigars, smokeless tobacco, shisha or hookah tobacco, and electronic vapor products, ever during the 12 months before the survey, among students who used any tobacco products during the 12 months before the survey)	54.4	55.1	52.4
Alcohol and Other Drug Use			
Had their first drink of alcohol before age 13 years (other than a few sips)	16.9	17.0	15.0
Currently drank alcohol (at least one drink of alcohol, on at least 1 day during the 30 days before the survey)	22.4	27.8	29.2
Currently were binge drinking (four or more drinks of alcohol in a row for female students or five or more drinks of alcohol in a row for male students, that is, within a couple of hours, on at least 1 day during the 30 days before the survey)	8.4	11.5	13.7
Usually obtained the alcohol they drank by someone giving it to them (during the 30 days before the survey, among students who currently drank alcohol)	41.8	40.5	40.5
Reported that the largest number of drinks they had in a row was 10 or more (within a couple of hours, during the 30 days before the survey)	2.2	3.8	3.1
Ever used marijuana (also called pot, weed, or cannabis, one or more times during their life)	36.8	33.5	36.8
Tried marijuana for the first time before age 13 years (also called pot, weed, or cannabis)	7.7	6.7	5.6
Currently used marijuana (also called pot, weed, or cannabis, one or more times during the 30 days before the survey)	18.5	17.7	21.7
Ever used synthetic marijuana (also called "Spice," "fake weed," "K2," "King Kong," "Yucatan Fire," or "Skunk," one or more times during their life)	7.6	7.1	7.3
Ever took prescription pain medicine without a doctor's prescription or differently than how a doctor told them to use it (counting drugs such as codeine, Vicodin, Oxycontin, Hydrocodone, and Percocet, one or more times during their life)	15.0	16.6	14.3
Currently took prescription pain medicine without a doctor's prescription or differently than how a doctor told them to use it (one or more times during the 30 days before the survey)			7.2
Ever used cocaine (any form of cocaine, such as powder, crack, or freebase, one or more times during their life)	5.1	4.8	3.9

Ever used inhalants (sniffed glue, breathed the contents of aerosol spray cans, or inhaled any paints or sprays to get high, one or more times during their life)	5.7	6.3	6.4
Ever used heroin (also called "smack," "junk," or "China White," one or more times during their life)	2.4	1.3	1.8
Ever used methamphetamines (also called "speed," "crystal meth," "crank," "ice," or "meth," one or more times during their life)	2.5	2.2	2.1
Ever used ecstasy (also called "MDMA," one or more times during their life)	3.6	4.0	3.6
Ever used hallucinogenic drugs (such as LSD, acid, PCP, angel dust, mescaline, or mushrooms, one or more times during their life)			7.0
Ever took steroids without a doctor's prescription (pills or shots, one or more times during their life)	2.7	2.1	1.9
Ever injected any illegal drug (used a needle to inject any illegal drug into their body, one or more times during their life)	2.0	1.2	1.6
Were offered, sold, or given an illegal drug on school property (during the 12 months before the survey)	26.0	27.6	21.8
Ever used select illicit drugs (counting cocaine, inhalants, heroin, methamphetamines, ecstasy, or hallucinogens, one or more times during their life)			14.8
Sexual Behaviors			
Ever had sexual intercourse	37.8	42.7	38.4
Had sexual intercourse for the first time before age 13 years	2.9	2.9	3.0
Had sexual intercourse with four or more persons (during their life)	8.1	9.7	8.6
Were currently sexually active (had sexual intercourse with at least one person, during the 3 months before the survey)	25.2	29.3	27.4
Did not use a condom during last sexual intercourse (among students who were currently sexually active)	45.1	51.0	45.7
Did not use birth control pills before last sexual intercourse (to prevent pregnancy, among students who were currently sexually active)	86.2	84.9	77.0
Did not use an IUD (e.g., Mirena or ParaGard) or implant (e.g., Implanon or Nexplanon) before last sexual intercourse (to prevent pregnancy, among students who were currently sexually active)	92.5	95.8	95.2
Did not use birth control pills; an IUD (e.g., Mirena or ParaGard) or implant (e.g., Implanon or Nexplanon); or a shot (e.g., Depo-Provera), patch (e.g., OrthoEvra), or birth control ring (e.g., NuvaRing) before last sexual intercourse (to prevent pregnancy, among students who were currently sexually active)	76.8	78.0	69.1

Did not use both a condom during last sexual intercourse and birth control pills; an IUD (e.g., Mirena or ParaGard) or implant (e.g., Implanon or Nexplanon); or a shot (e.g., Depo-Provera), patch (e.g., OrthoEvra), or birth control ring (e.g., NuvaRing) before last sexual intercourse (to prevent pregnancy, among students who were currently sexually active)	94.4	92.9	90.9
Did not use any method to prevent pregnancy during last sexual intercourse (among students who were currently sexually active)	21.1	22.1	11.9
Drank alcohol or used drugs before last sexual intercourse (among students who were currently sexually active)	14.6	17.6	21.2
Were never tested for human immunodeficiency virus (HIV) (not counting tests done if they donated blood)	87.3	89.0	90.6
Were not tested for a sexually transmitted disease (STD) other than HIV (such as chlamydia or gonorrhea, during the 12 months before the survey)	88.1	90.5	91.4
Dietary Behaviors			
Did not eat fruit or drink 100% fruit juices (such as orange juice, apple juice, or grape juice, not counting punch, Kool-Aid, sports drinks, or other fruit-flavored drinks, during the 7 days before the survey)	6.9	8.8	6.3
Did not eat vegetables (green salad, potatoes (not counting French fries, fried potatoes, or potato chips), carrots, or other vegetables, during the 7 days before the survey)	12.2	11.5	7.9
Did not drink milk (counting milk in a glass or cup, from a carton, or with cereal and the half pint of milk served at school as equal to one glass, during the 7 days before the survey)	29.2	33.6	30.6
Drank soda or pop (such as Coke, Pepsi, or Sprite, not counting diet soda or diet pop, during the 7 days before the survey)	75.0	76.4	68.3
Drank a can, bottle, or glass of soda or pop one or more times per day (such as Coke, Pepsi, or Sprite, not counting diet soda or diet pop, during the 7 days before the survey)	15.2	19.5	15.1
Drank a can, bottle, or glass of soda or pop two or more times per day (such as Coke, Pepsi, or Sprite, not counting diet soda or diet pop, during the 7 days before the survey)	9.0	10.6	9.3
Drank a sports drink (such as Gatorade or Powerade, not counting low-calorie sports drinks such as Propel or G2, during the 7 days before the survey)			49.9
Drank a can, bottle, or glass of a sports drink one or more times per day (such as Gatorade or Powerade, not counting low-calorie sports drinks such as Propel or G2, during the 7 days before the survey)			10.6

Drank a can, bottle, or glass of a sports drink two or more times per day (such as Gatorade or Powerade, not counting low-calorie sports drinks such as Propel or G2, during the 7 days before the survey)			6.1
Did not drink a bottle or glass of plain water (counting tap, bottled, and unflavored sparkling water, during the 7 days before the survey)			4.0
Did not eat breakfast (during the 7 days before the survey)	23.7	18.0	16.7
Did not eat breakfast on all 7 days (during the 7 days before the survey)	75.7	72.4	66.9
Physical Activity			
Did not participate in at least 60 minutes of physical activity on at least 1 day (in any kind of physical activity that increased their heart rate and made them breathe hard some of the time, during the 7 days before the survey)	19.0	20.1	17.0
Were not physically active at least 60 minutes per day on 5 or more days (doing any kind of physical activity that increased their heart rate and made them breathe hard some of the time, during the 7 days before the survey)	62.6	58.2	55.9
Were not physically active at least 60 minutes per day on all 7 days (in any kind of physical activity that increased their heart rate and made them breathe hard some of the time, during the 7 days before the survey)	79.7	77.1	76.8
Did not do exercises to strengthen or tone muscles on three or more days (such as push-ups, sit-ups, or weight-lifting, during the 7 days before the survey)			50.5
Played video or computer games or used a computer 3 or more hours per day (counting time spent playing games, watching videos, texting, or using social media on their smartphone, computer, Xbox, PlayStation, iPad, or other tablet, for something that was not school work, on an average school day)	41.8	46.1	46.1
Watched television 3 or more hours per day (on an average school day)	21.2	20.9	19.8
Did not attend physical education (PE) classes on 1 or more days (in an average week when they were in school)	50.8	53.0	47.8
Did not attend physical education (PE) classes on all 5 days (in an average week when they were in school)	69.3	64.9	74.1
Did not play on at least one sports team (counting any teams run by their school or community groups, during the 12 months before the survey)	51.0	51.5	42.6
Had a concussion from playing a sport or being physically active (one or more times during the 12 months before the survey)	15.6	13.4	15.1
Obesity, Overweight, and Weight Control			

Had obesity (students who were >= 95th percentile for body mass index, based on sex- and age-specific reference data from the 2000 CDC growth charts)	21.3	16.9	15.5
Were overweight (students who were >= 85th percentile but <95th percentile for body mass index, based on sex- and age-specific reference data from the 2000 CDC growth charts)	19.2	17.8	16.1
Described themselves as slightly or very overweight	36.5	33.1	32.4
Were not trying to lose weight	46.2	48.7	51.7
Other Health Topics			
Ever told by a doctor or nurse that they had asthma	21.0	22.6	21.8
Never saw a dentist (for a check-up, exam, teeth cleaning, or other dental work)	2.4	2.7	1.9
Did not get 8 or more hours of sleep (on an average school night)	74.5	76.9	77.9
Used an indoor tanning device (such as a sunlamp, sunbed, or tanning booth, not counting getting a spray-on tan, one or more times during the 12 months before the survey)			4.5
Rarely or never wear sunscreen with an SPF of 15 or higher (when being outside for more than one hour on a sunny day)			15.5
Had to avoid some foods because eating the food could cause an allergic reaction (such as skin rashes, swelling, itching, vomiting, coughing, or trouble breathing)			16.7
† Percentage, confidence interval, cell size			
N/A < 100 respondents for the subgroup			

Attachment D-1-b: CSNA 76112 & 76119

COMMUNITY STRENGTHS AND NEEDS ASSESSMENT

Tarrant County
Community Youth Development (CYD)
Fiscal Year 2022
76112 and 76119

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INTRODUCTION

History of Program

The Community Youth Development (CYD) Program was established in 1995 with funds authorized by the 74th Legislature to assist communities in alleviating conditions in the family and community that lead to juvenile crime. In 2015, the CYD statute moved to the Texas Family Code from the Texas Human Resources Code without any amendments and is as follows: Sec. 265.057. COMMUNITY YOUTH DEVELOPMENT GRANTS. (a) Subject to available funding, the department shall award Community Youth Development grants to communities identified by incidence of crime. The department shall give priority to awarding grants under this section to areas of the state in which there is a high incidence of juvenile crime. (b) The purpose of a grant under this section is to assist a community in alleviating conditions in the family and community that lead to juvenile crime.

The program has expanded over the last twenty-five years and supports youth by fostering safe spaces, positive relationships, and structured opportunities to build developmental assets and skills. These supports lead to strengthened connection, engagement, and contribution to their community. The Texas Department of Family and Protective Services (DFPS) Prevention's Early Intervention (PEI) Division has adopted a Positive Youth Development approach for CYD to meet the goal of assisting communities in alleviating conditions in the family and community that lead to juvenile crime. This approach encompasses more than solely providing early intervention or preventing risk behaviors that lead to juvenile crime; it also builds skills, attributes, and developmental assets that are needed to prepare youth people to grow into thriving adults[1].

Tarrant County was involved in the planning stages and establishment of the local CYD program in December 1995, and has acted as the Fiscal Agent since program inception in April 1996. ZIP code 76106 was identified by the Legislature to receive CYD funding in 1996. In 2007, the United States Postal Service split 76106 into two ZIP codes, 76106 and 76164. Tarrant County has continued to serve the 76106 and 76164 ZIP code areas as one CYD community until present. The 76106/76164 CYD program operates in partnership with Tarrant County Public Health Department (TCPH), Community Collaborative Committee (CCC), Youth Advisory Committee (YAC), and contracted service providers.

Tarrant County is proposing to expand CYD programming into 76112 and 76119 ZIP code areas with Fiscal Year 2022 CYD funding.

Purpose of CSNA

The Community Strengths and Needs Assessment (CSNA) is a tool to help identify local resources and community needs for promoting positive youth development. The results of this assessment are used to develop a prioritized list of youth service needs, effective strategies, and a responsive action plan. Furthermore, it identifies community strengths and protective factors, and includes community attitudes and expectations of youth. Therefore, Tarrant County CYD can

[1] CYD RFA No. HHS0008417

better promote protective factors in youth to prevent negative outcomes such as juvenile delinquency by conducting, reviewing, and analyzing the outcomes of this CSNA.

Scope of CSNA

The CSNA is focused on juvenile delinquency prevention and protective factors of youth ages 6-17. Information gathered through this CSNA relates to and is analyzed in terms of the issues that impact youth, describes the needs for services, identifies strengths and protective factors within the community, and includes community attitudes and expectations of community youth. In addition to being a collaborative effort based on community input, the input and voice of community youth is a key component of this CSNA.

Goals of CSNA

1. Select ZIP codes for program expansion.
2. Establish the profiles of the 76112 and 76119 community.
3. Identify and list community needs.
4. Identify and list community assets and resources.
5. Develop a prioritized list of youth service needs
6. Develop a prioritized list of effective strategies.
7. Share assessment outcomes with community partners and providers.
8. Match established community services with identified needs.
9. Establish funding priorities for CYD competitive process for service providers.

COMMUNITY DESCRIPTION

Community History

The ZIP codes 76112 and 76119 are home to historical neighborhoods like Carver Heights, Handley, and Stop Six. The most recognized neighborhood, Stop Six, received its name for being the sixth stop on an interurban streetcar route that operated from Dallas to Fort Worth in the early 1900s[2]. During its earliest settlement, many rural Black landowners moved into the east Fort Worth area. The area then became increasingly segregated and, as a result, marginalized and neglected[1] by national and local government [3,4]. Decades later, gangs infiltrated the area forever changing the trajectory of the east Fort Worth community. However, in the late 1990s and early 2000s Dunbar boys' basketball team brought attention, hope, and pride back to east Fort Worth.

Recently, disinvestment of businesses, unemployment, and subsequent poverty has negatively affected east Fort Worth. In 2016, City Council voted to remove the historic designation of east

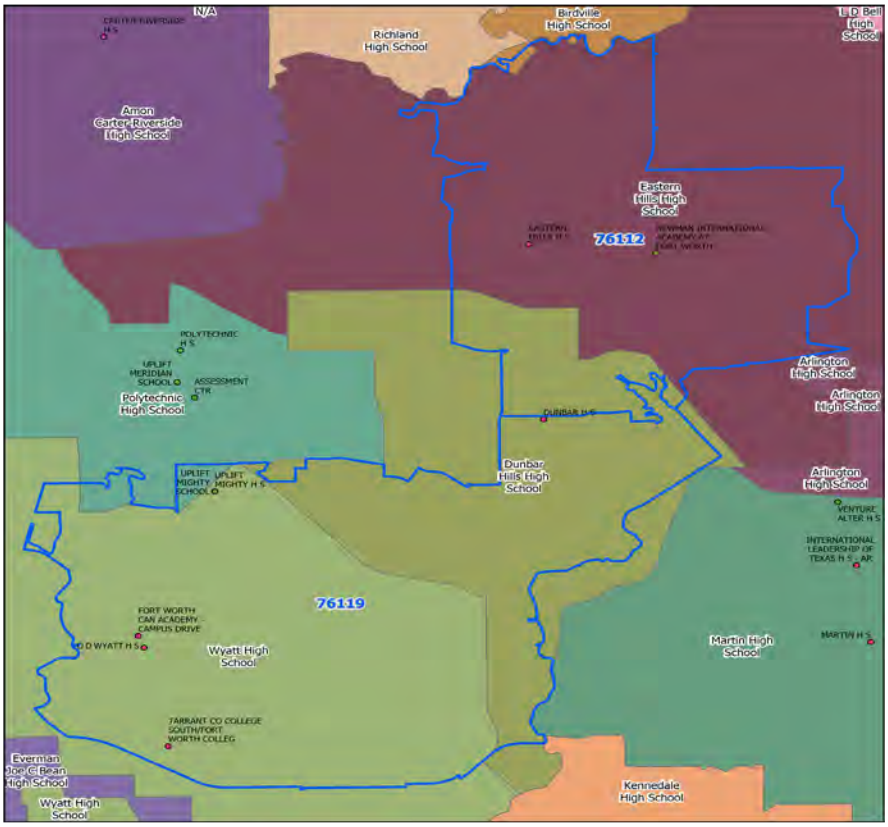
[2] Melton, 2019
[3] Brown, 2018
[4] Nishimura, 2018

Fort Worth[5]. In 2017, Stop Six was selected by the City of Fort Worth as the first target area to participate in the Neighborhood Improvement Strategy pilot program. The program granted $2.56 million to invest in the program, which will be focused on reducing the number of felony incidents, enhancing pedestrian safety, improving residents' perception of their community, improve neighborhood aesthetics, and leverage additional public and private investment[6].

Community Map

Area Surveyed – 76112 and 76119 are located in south east Fort Worth. Together they border Lake Arlington on the east. 76112 is bordered by Tierney road (west), Randol Mill road (north), and Loop 820 and Ramey Place (south). Sections of Interstate 30 and State Highway 180 runs through 76112 while U.S. Highway 287 runs through 76119. Additionally, Interstate 20 borders the south side of 76119 as east Berry road borders the north side. Ramey Place and Loop 820 borders the northeast while Sycamore Creek borders the west.

76112 neighborhoods include Meadowbrook, Eastern Hills, Handley, Woodhaven, Ryanwood, Ederville, Carver Heights, and parts of Stop Six. 76119 neighborhoods include Glencrest, Echo Heights, Edgewood, Eastland, parts of Stop Six.



Tarrant County Public Health

These data were prepared by Tarrant County Public Health for its use, and may be revised any time, without notification. Tarrant County Public Health does not guarantee the correctness or accuracy of any features on this map. Tarrant County assumes no responsibility in connection therewith. Said data should not be edited by anyone other than designated personnel, or through written approval by GIS Manager. These data are for informational purposes only and should not create liability on the part of Tarrant County Government, any officer and/or employees thereof.

[5] CBS DFW News, 2016
[6] City of Fort Worth, 2017

DATA COLLECTION METHODS

Juvenile, school, health, and demographic statistics were collected through secondary research methods and partnerships. The Tarrant County CYD intern obtained quantitative demographic statistics by using the 2018 American Community Survey of the U.S. Census Bureau to create community profiles of 76112 and 76119. Google searches were conducted to find the communities' history, attractions, local businesses, and potential service providers. Tarrant County's CYD Program Manager utilized community partners (Fort Worth ISD, Tarrant County Juvenile Services, and Boys & Girls Club) to receive recent information about ZIP code specific data regarding school performance, juvenile delinquency, and gang involvement.

During Spring 2020, CYD staff conducted in-person interviews to collect qualitative data about the ZIP codes' need for youth programs. Paper surveys were distributed to public middle and high schools in the targeted ZIP codes to assess the youths' perspective of their community needs and desired programming.

DATA ANALYSIS

There were two main components to creating this assessment: Determination of ZIP Codes, which included multiple rounds of analysis, and Data Collection.

Methodology of Determination of ZIP Codes

To find the most eligible ZIP codes, all 97 Tarrant County ZIP codes were compared by child maltreatment risks and juvenile delinquency rates provided by University of Texas Population Health and Department of Family Protective Services (DFPS), respectively. Seven ZIP codes (76119, 76112, 76105, 76104, 76103, 76020, & 76011) were found to have rates of child maltreatment risks and juvenile rates that were considered to be "above average". The top seven ZIP codes were then compared by middle and high schools. School ratings were determined by Texas Education Agency's (TEA) 2019 Accountability Rating, the percentage of students that are "economically disadvantaged", percentage of students who "met grade level academic performance expectations", percentage of graduates, and the percentage of students who dropped out. Two of the ZIP codes (76103 & 76011) were automatically removed for their lack of middle and high schools. One ZIP code (76020) was eliminated for receiving average scoring school ratings.

After considering maltreatment risks, juvenile rates, and school ratings, only four ZIP codes (76104, 76105, 76112, & 76119) remained. To advance into the next step, one ZIP code had to be eliminated. 76105 was removed because, in comparison to the other ZIP codes, it had more protective factors (i.e. higher school ratings, lower maltreatment risks, etc.). So, 76112, 76119 and 76104 were chosen as the top three ZIP codes.

A Strengths-Challenges-Opportunities-Threats (SCOT) analysis was conducted on the top three ZIP codes. The SCOT analysis looked at communities' basic demographics, resources, and potential CYD service locations. No ZIP codes were formally eliminated; however, ZIP codes were ranked in the following order: 76112, 76119, and 76104. After conducting surveys and

interviews, 76112 and 76119 were chosen due to community gun violence, drug and alcohol use, homelessness and gangs. School ratings were determined by Texas Education Agency's (TEA) 2019 Accountability Rating, which showed 95% of students are low income. Middle and high schools' overall accountability rating was C, D or F. 2020 Public School Review showed middle and high schools' overall testing rank was in the bottom 7% of Texas schools, and graduation rate was 84%. Additional determining factors included: ZIP codes proximity to each other (serve as one community), high maltreatment rates, high poverty rates, high need of juvenile crime prevention, and potential to accommodate youth development programs and services.

Data Collection

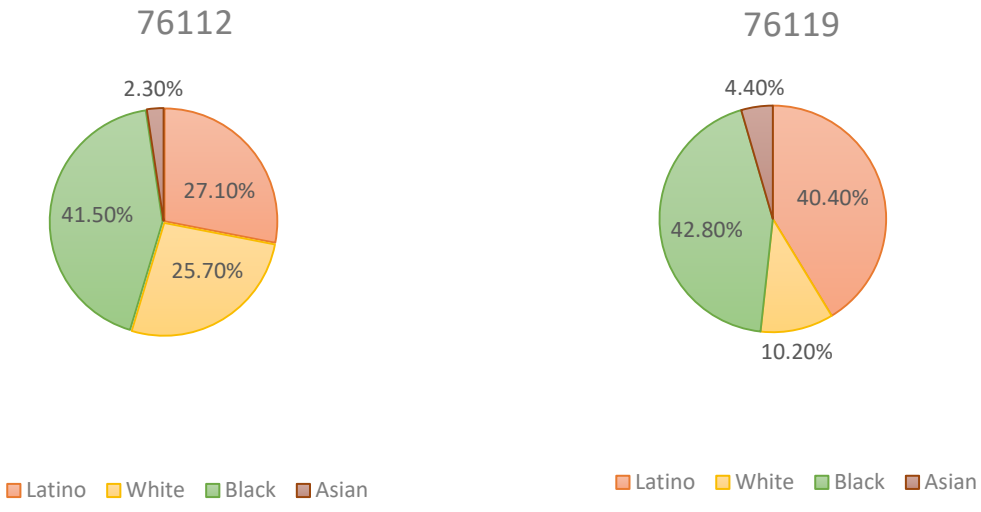
CYD staff interviewed fifteen community leaders to receive a more intimate look at each ZIP code. Those interviewed were community leaders, local service providers, and school personnel. Findings from the interview are recorded in the *Interview* section. CYD staff also attended community events and public schools to distribute over 300 surveys to determine if and how community needs could be met by CYD services. Survey results are recorded in the *Survey* section.

RESULTS

The following section is a visual depiction of demographics, community resources, survey results, and other valuable information discovered during data collection.

Demographics

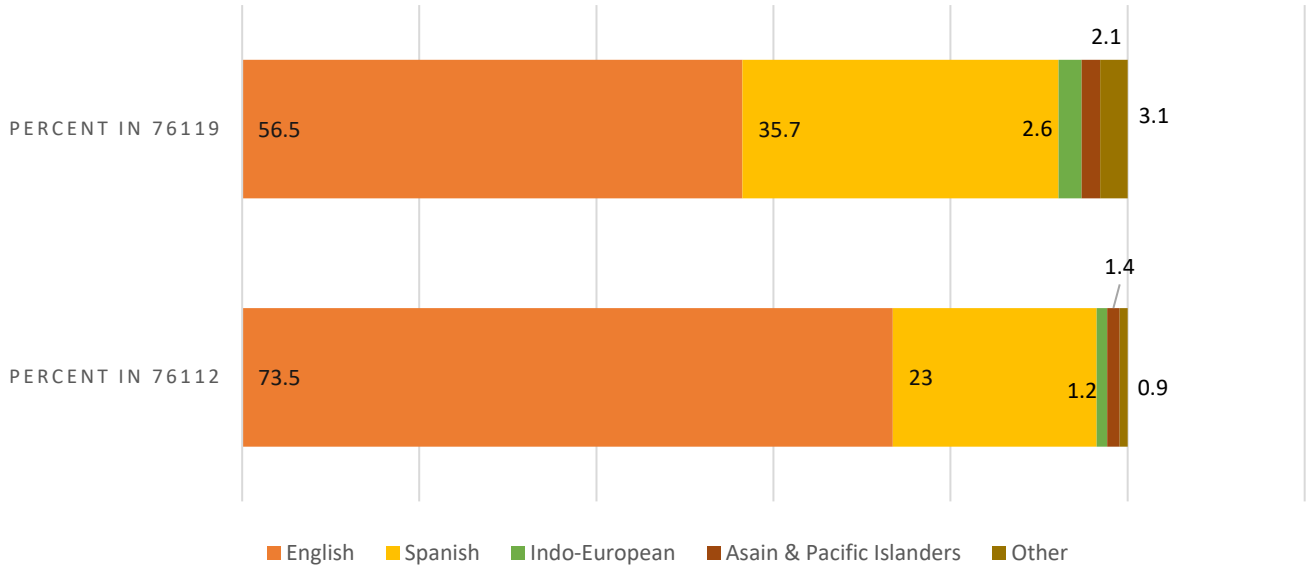
Race & Ethnicity[7]



[7] U.S. Census Bureau (2018) 76112 & 76119 Demographic and Housing Estimates: Race, Sex, and Age.

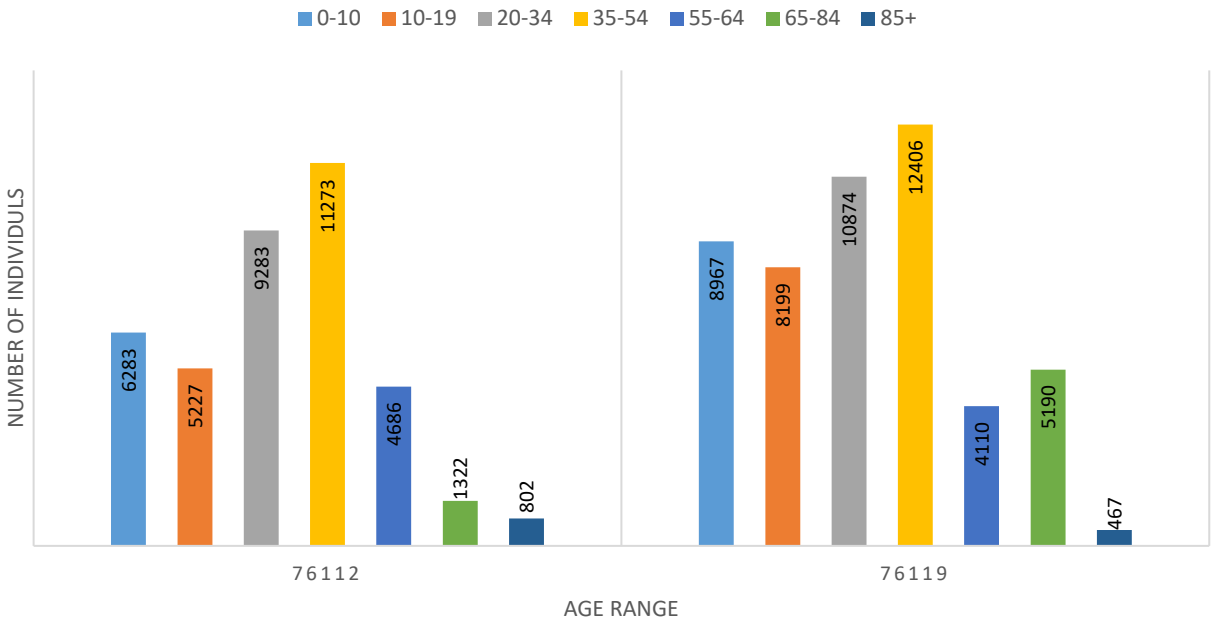
ETHNICITY/RACE	76112 NUMBER	76112 PERCENT (%)	76119 NUMBER	76119 PERCENT (%)
Total population	41,743	100.0	50,213	100.0
Hispanic or Latino (of any race)	11,322	27.1	20,283	40.4
Not Hispanic or Latino	30,421	72.9	29,930	59.6
White alone	10,738	25.7	5,143	10.2
Black or African American alone	17,341	41.5	21,508	42.8
American Indian and Alaska Native alone	145	0.3	94	0.2
Asian alone	942	2.3	2,226	4.4
Native Hawaiian and Other Pacific Islander	102	0.2	101	0.2
Some other race alone	70	0.2	27	0.1
Two or more races	1,083	2.6	831	1.7
Two races including some other race	9	0.0	81	0.2
Two or more races excluding some other race	1,074	2.6	750	1.5

Language[8]

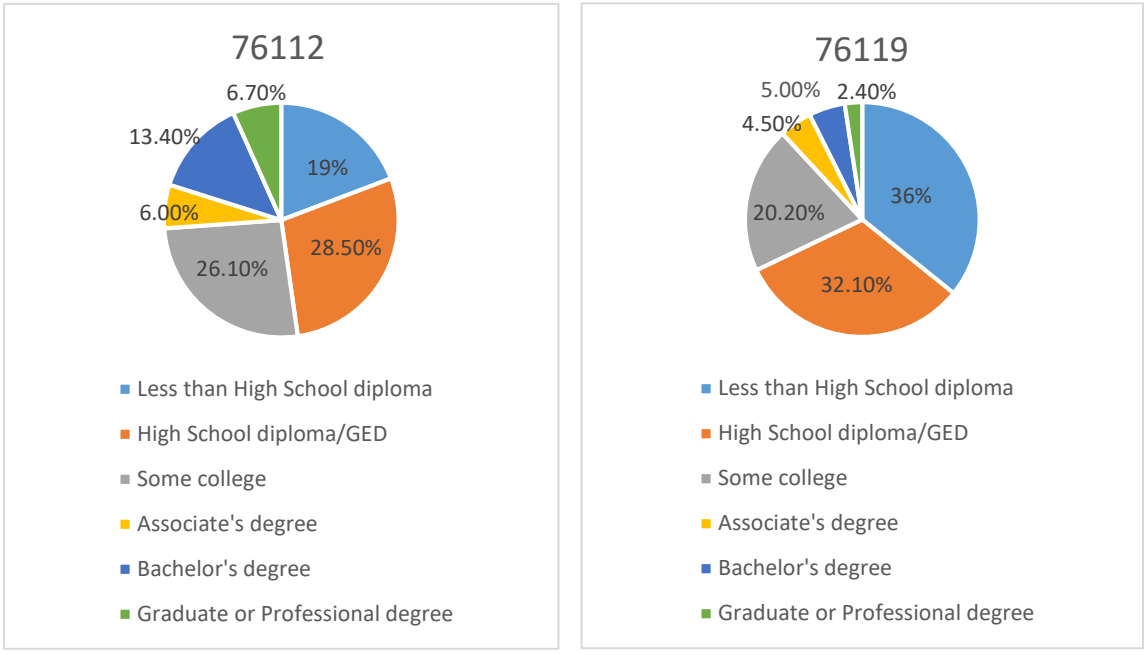


[8] U.S. Census Bureau (2018) 76112 & 76119 Selected Social Characteristics: Language, Education, Household and Family Structure

Age[9]

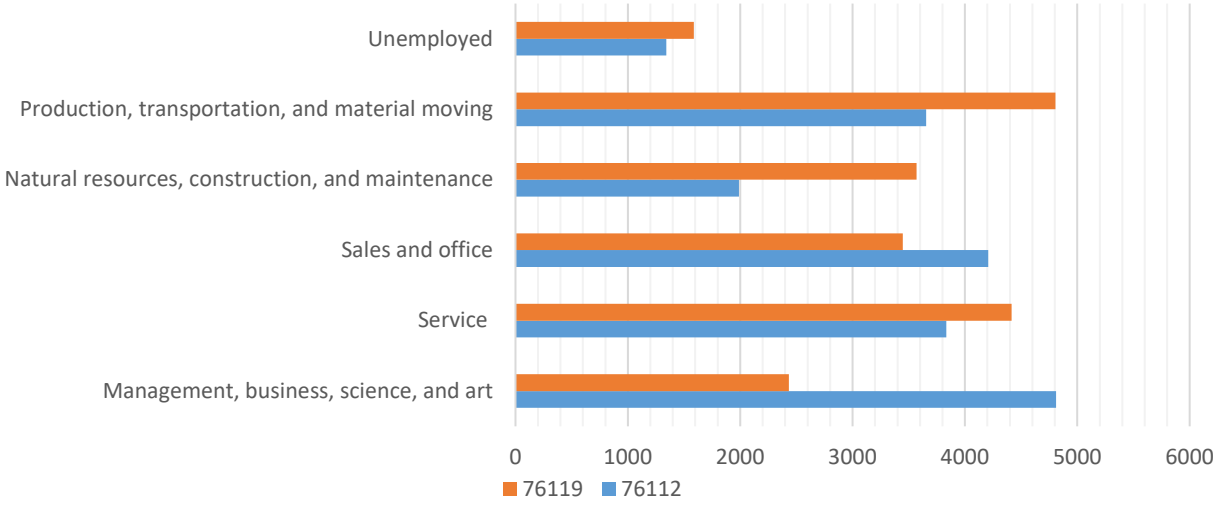


Education[10]



[9] U.S. Census Bureau (2018) 76112 & 76119 Demographic and Housing Estimates: Race, Sex, and Age.
[10] U.S. Census Bureau (2018) 76112 & 76119 Selected Social Characteristics: Language, Education, Household and Family Structure

Employment[11]

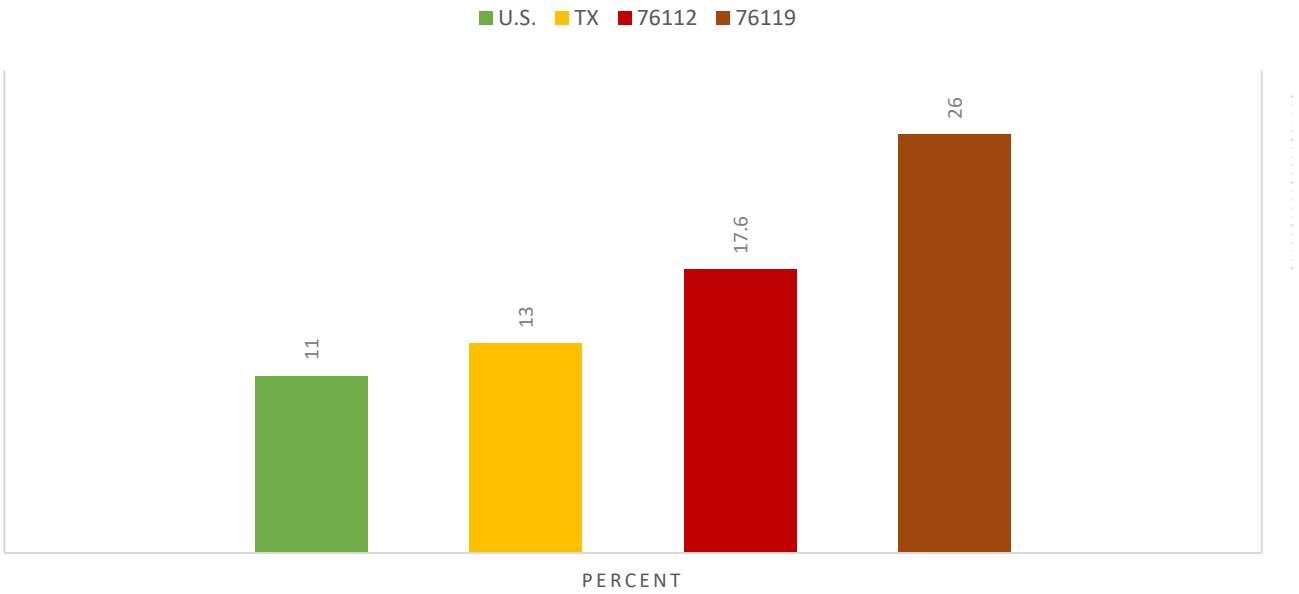


Family Income[12]



[11] U.S. Census Bureau (2018) 76112 & 76119 Selected Economic Characteristics
[12] U.S. Census Bureau (2018) 76112 & 76119 Selected Economic Characteristics

Families below Federal Poverty Level[13]



Household & Family Structure[14]

HOUSEHOLDS BY TYPE	76112	Percent	76119	Percent
Total Family Households	9,516		10,201	
With own children under 18 years	**4,759**	**28.9**	**5,539**	**38.4**
No own children of household under 18	4,757	71.1	4,662	61.6

Transportation[15]

11%

of 76112 & 76119 does not have a vehicle

[13] U.S. Census Bureau (2018) 76112 & 76119 Selected Economic Characteristics
[14] U.S. Census Bureau (2018) 76112 & 76119 Housing Characteristics
[15] U.S. Census Bureau (2018) 76112 & 76119 Housing Characteristics: Transportation

Community Resources & Stakeholders

Libraries

East Regional
6301 Bridge St, 76112
817-392-5550

Meadowbrook Regional
3628 Bernie Anderson Ave, 76119
817-392-6631

Community Centers

Eastside YMCA
1500 Sandy Ln, 76112
817-451-8276

Eugene McCray
4932 Wilbarger St, 76119
817-392-7146

Handley Meadowbrook
6201 Beaty St, 76112
817-392-2830

Martin Luther King (MLK)
5565 Truman Dr, 76112
817-392-5966

Wilkerson-Greines Activity
5201 C.A. Roberson Blvd, 76119
817- 531-6348

Woodhaven
1019 Woodhaven Blvd, 76112
817-446-4459

Existing Youth Programs

AB Christian Learning Center
After school reading program.
5005 Brentwood Stair Rd # 207, 76112
817-457-3911

ACH Child and Family Services
Emergency shelter & intervention services.
3712 Wichita St, 76119
817-335-4673

Clayton Youth Enrichment
After school program.
1215 Country Club Ln, 76112
817-923-9888

Communities in Schools of Greater Tarrant County
5601 Bridge St Ste 501, 76112
817-446-5454

Girls, Inc.
Health, education, career readiness, and independence programs to girls.
FWISD Schools
817-259-1049

My Brother's Keeper
Nationwide initiative to improve results and opportunity for young men of color.
Fort Worth ISD schools
817-448-287

Santa Fe Youth Services
Evidence-based interventions for social and emotional development of children.
6464 Brentwood Stair Rd, Ste 201, 76112
817-492-4673

Schools[16]

CAMPUS ID	SCHOOL NAME	PHONE NUMBER	STREET ADDRESS	ZIP	2019 OVERALL ACCOUNT-ABILITY RATING	% Low Income
ELEMENTARY SCHOOLS						
220905153	A.M. Pate	817-815-3800	3800 Anglin Dr.	76119	C	97.6%
220905188	Atwood McDonald	817-815-4800	1850 Barron Ln	76112	B	91.2%
220905127	Christene C. Moss	817-815-3600	4108 Eastland St	76119	D	95.8%
220905222	Clifford Davis	817-815-8700	4300 Campus Dr.	76119	D	96.9%
220905126	East Handley	817-815-4400	2617 Mims St	76112	C	94.1%
220905125	Eastern Hills	817-815-4500	5917 Shelton St	76112	D	91.0%
220905132	Glen Park	817-815-8800	3601 Pecos St	76119	B	95.9%
220905130	Harlean Beal	817-815-8500	5615 Forest Hill Dr.	76119	F	92.9%
220905160	Maudrie M. Walton	817-815-3300	5816 Rickenbacker Pl	76112	C	97.4%
220905152	Oaklawn	817-815-9100	3220 Hardeman St	76119	C	97.5%
220905169	Sunrise McMillan	817-815-3900	3409 Stalcup Rd	76119	F	98.4%
220905133	W.M. Green	817-815-8900	4612 David Strickland Rd	76119	C	95.8%
220905105	West Handley	817-815-5100	2749 Putnam St	76112	C	97.2%
MIDDLE SCHOOLS						
220905064	Glencrest 6th Grade Center		4801 Eastline Dr.	76119	F	97.0%
220905047	Handley	817-815-4200	2801 Patino Rd	76112	F	87.6%
220905059	J. Martin Jacquet	817-815-3500	2501 Stalcup Rd	76119	F	95.3%
220905070	Jean McClung	817-815-5300	3000 Forest Ave	76112	F	91.8%
220905045	Forest Oak	817-815-8200	3221 Pecos St.	76119	C	96.1%
HIGH SCHOOLS						
220905005	Dunbar	817-815-3000	5700 Ramey Ave	76112	C	91.3%
220905006	Eastern Hills	817-815-4000	5701 Shelton St	76112	D	90.4%
220905016	O.D. Wyatt	817-815-8000	2400 E Seminary Dr.	76119	C	95.1%
PRIVATE SCHOOLS						
	Key School	817-446-3738	3974 E Loop 820 South Fort Worth	76119		
	St. Rita Catholic School	817-451-9383	712 Weiler Blvd	76112		
CHARTER SCHOOLS						
	International Leadership of Texas East Fort Worth	817-395-1776	5901 Boca Raton Blvd	76112		

[16] 2019 Texas Education Agency Accountability Ratings

School Overview[17]

Middle Schools

	Glencrest 6th 76119	Handley 76112	J. Martin Jacquet 76119	Jean McClung 76112	Forest Oak 76119
Grades	6	6-8	6-8	6-8	6-8
Students	449	452	736	741	823
Student:Teacher Ratio	17:1	11:1	15:1	13:1	15:1
Minority Enrollment	97% (56% Hispanic, 34% Black)	95% (71% Black, 20% Hispanic)	99% (70% Black, 28% Hispanic)	98% (55% Hispanic, 41% Black)	97% (54% Hispanic, 35% Black)
Overall Testing Rank	7657 out of 7999 schools (Bottom 50%)	7569 out of 7999 schools (Bottom 50%)	7820 out of 7999 schools (Bottom 50%)	7146 out of 7999 schools (Bottom 50%)	6719 out of 7999 schools (Bottom 50%)
Math Proficiency	23%	18%	14%	24%	32%
Reading Proficiency	18%	26%	18%	30%	29%
Diversity Score	0.57	0.46	0.44	0.53	0.59
Eligible for Free Lunch	84%	77%	91%	74%	87%
Eligible for Reduced Lunch	5%	10%	3%	7%	2%

High Schools

	Dunbar 76112	Eastern Hills 76112	O.D. Wyatt 76119
Grades	9-12	9-12	9-12
Students	933	1,150	1,443
Student:Teacher Ratio	13:1	13:1	14:1
Minority Enrollment	98% (70% Black, 27% Hispanic)	94% (56% Black, 35% Hispanic)	97% (52% Hispanic, 37% Black)
Graduation Rate	84%	83%	84%
Overall Testing Rank	7517 out of 7999 schools (Bottom 50%)	7657 out of 7999 schools (Bottom 50%)	7506 out of 7999 schools (Bottom 50%)
Math Proficiency	28%	23%	29%
Reading Proficiency	17%	18%	16%
Diversity Score	0.44	0.57	0.59
Eligible for Free Lunch	76%	75%	84%
Eligible for Reduced Lunch	8%	9%	9%

[17] 2020 Public School Review

Promotion & Graduation[18]

Referrals to District's Alternative Education Programs				
School	**2016-2017**	**2017-2018**	**2018-2019**	**2019-2020**
Glencrest 6th	2	9	4	6
Handley MS	11	26	21	16
J.M. Jacquet MS	30	59	57	22
Jean McClung MS	10	6	16	21
Forest Oak MS	10	28	30	23
Dunbar HS	23	32	30	5
Eastern Hills HS	26	19	36	12
O.D. Wyatt HS	20	27	28	12

Annual Dropout Rates (Grades 9-12)			
School	**2016-2017**	**2017-2018**	**2018-2019**
Dunbar HS	5.1%	5.2%	4.7%
Eastern Hills HS	5.8%	4.1%	6.8%
O.D. Wyatt HS	2.7%	3.9%	6.1%

4-Year Longitudinal Graduation Rate (Grades 9-12)			
School	**2016-2017**	**2017-2018**	**2018-2019**
Dunbar HS	75.4%	84.5%	78.3%
Eastern Hills HS	76.1%	83.9%	78.0%
O.D. Wyatt HS	84.3%	85.2%	78.9%

Promotion Rates				
School	**2016-2017**	**2017-2018**	**2018-2019**	**2019-2020**
Glencrest 6th	100%	100%	100%	99.7%
Handley MS	99%	99.5%	99.8%	99.7%
J.M. Jacquet MS	99.8%	99.7%	97.2%	100%
Jean McClung MS	99.9%	99.9%	100%	100%
Forest Oak MS	99.9%	99.9%	99.8%	99.9%
Dunbar HS	91.2%	89.9%	86.4%	95.3%
Eastern Hills HS	88.3%	93.7%	91.7%	93.9%
O.D. Wyatt HS	91.4%	89.7%	91%	99.7%

[18] Courtesy of Fort Worth ISD

Attendance Rates			
School	**2016-2017**	**2017-2018**	**2018-2019**
Glencrest 6th	94.3%	94.6%	94.7%
Handley MS	93.9%	93.8%	94.1%
J.M. Jacquet MS	91.1%	90.4%	90.8%
Jean McClung MS	92.8%	93.3%	9.5%
Forest Oak MS	92.6%	93%	93.1%
Dunbar HS	89.5%	90.8%	91.5%
Eastern Hills HS	88.8%	91.5%	92.9%
O.D. Wyatt HS	92.9%	92.6%	93.5%

Students with Disciplinary Placements			
School	**2016-2017**	**2017-2018**	**2018-2019**
Glencrest 6th	1	8	3
Handley MS	6	18	16
J.M. Jacquet MS	17	46	52
Jean McClung MS	8	5	15
Forest Oak MS	7	24	28
Dunbar HS	17	26	18
Eastern Hills HS	13	15	25
O.D. Wyatt HS	14	22	19

Gold Seal Programs of Choice[19]

- **Air & Ground Transportation**
  - Dunbar High School (Aviation & Automotive Technology)
  - O.D. Wyatt High School (Automotive Technology)
- **Architecture & Construction**
  - O.D. Wyatt High School (Construction Technology)
- **Collegiate Academics: Early College High School**
  - Dunbar High School (Collegiate Academy)
  - O.D. Wyatt High School (Collegiate Academy)
- **Collegiate Academies: Pathways in Technology**
  - Dunbar High School (Manufacturing)
  - Eastern Hills High School (Cybersecurity)
- **Cosmetology**
  - Dunbar High School
- **Culinary Arts**

[19] Fort Worth ISD

  - O.D. Wyatt High School
- **Medical & Public Service**
  - Eastern Hills High School (Public Service)
  - O.D. Wyatt High School (Medical)

Community Strengths & Assets

Local Attractions

Eugene McCray Part at Lake Arlington
3449 Quail Road, 76119

Meadowbrook Golf Course
www.fortworthgolf.org
1815 Jenson Rd, 76112
(817) 457-4616

Sandy Lane Park
2001 Sandy Ln, 76112

Churches[20]

According to the yellow pages, there are over 170 churches in ZIP codes 76112 and 76119. There are 53 churches in 76112, while 119 are in 76119. Multiple denominations are available for church goers, like Methodist and Catholic for example, but most are Baptist-based.

Free & Income-Based Health Clinics

Bagsby-Williams Public Health Center
3212 Miller Avenue 76119
817-531-6738
Services: Immunity Screening, Immunization, Tuberculosis Screening, WIC Program

Planned Parenthood- Southeast FW Health Center
3863 Miller Ave. 76119
817-536-4942
Services: Women and Men's Health, Medical, Family Planning, Sexually Transmitted Infections (STI) Testing, Pregnancy, Sexually Transmitted Infections (STI) Treatment, and Health Education/Nutrition

[20] Yellowpages.com

Colleges and Trade Schools

North Texas Institute for Career Development
4005 Campus Dr., 76119
Phone: 817-332-7866

Remington College
Address: 300 E Loop 820, 76112
Phone: 817-522-4500

School of Hope
3625 East Loop 820 South, 76119
Phone: 817-451-6288

Tarrant County College – South Campus
5301 Campus Dr., 76119
Phone: 817-515-8223

Community Liabilities

Co-occurring Factors

The following are coexisting social determinants that affect Tarrant County adolescents. Information provided by Tarrant County Public Health Department and Centers for Disease Control and Prevention Youth Behavior Survey.

2019 CDC Youth Behavior Survey Results[21]

The Centers for Disease Control and Prevention (CDC) conducts an annual Youth Risk Behavior Surveillance System (YRBSS) survey. **Appendix A** illustrates results from Fort Worth, TX. Unless specified otherwise, statistics show behavior performed in the 12 months prior to the survey.

Community Maltreatment Risk Maps[22]

The Community Maltreatment Risk Maps are tools that use risk-mapping and geographically-based risk and resiliency models to illustrate the distribution of maltreatment rates in the state by ZIP Code. These maps were designed to identify and allocate resources in communities that may benefit from additional resources. All data presented in these maps are expressed as z-scores, which reflects how far from the average a measure is. Values very close to zero are near the average. Negative values are below the average and positive values are above the average. For the purpose of this project, values that are more than .25 away from zero are importantly different from the average.

	76112	76119
Families in Poverty	0.87	1.68
Health & Disability	1.4	0.63
Child Safety & Health	-1.62	-2.04
Low-Education	-0.64	0.65
Low-Income	1	0.67
Assaults Needing Medical Attention	1.76	1.91
Enrollment for 3 & 4 year olds	0.18	-0.83

[21] Centers for Disease Control and Prevention (CDC)
[22] Community Risk Maps

ZIP Code	County	Infant	1 to 4	5 to 9	10 to 14	15 to 17
76112	Tarrant	5. comparatively high	5. comparatively high	4. above avg	5. comparatively high	4. above average
76119	Tarrant	6. among the highest	5. comparatively high	5. comparatively high	5. comparatively high	4. above average

Vaping

Vaping has become popular in recent years because it is falsely believed to be the safer alternative to cigarette smoking. This liquid-based vapor carries the highly addictive nicotine into the lungs, which is later absorbed into the bloodstream.



Nationally, more than 1 in 4 high school students vaped in 2019. This is a 26% increase from 2011.[23]

According to the 2018 Texas Youth Tobacco Survey, 19% of high school students and 6% of middle school students vaped in the past 30 days.[24]

Teen Pregnancy[25]

In 2015, Tarrant County had a teen pregnancy rate of 30.2 per 1,000 females aged 15-19 years. 50% of Tarrant County teen pregnancies were Hispanic. In 2017, Tarrant County's teen live birth rate was 23.3 per 1,000 females, which is lower than the Texas rate (27.6), yet higher than the U.S. rate (18.8).

Teen Dating Violence[26]

Teen dating violence includes unhealthy actions or threats that occur in a teenage dating relationship with a current or previous partner. It is a type of intimate partner violence that can occur in-person or electronically. Among high school students in 2017: a significantly higher percentage of female students reported *sexual dating violence* compared to male students in both the United States (10.7% female and 2.8% male) and Texas (8.8% female and 3.1% male); and a significantly higher percentage of female students (9.1%) reported *physical dating violence* compared to male students (6.5%) in the United States; however, in Texas these differences were not significant (7.6% female and 6.1% male).

Teen dating violence increases the risk of: substance use, suicide, risky sexual behaviors, domestic violence in adulthood, eating disorders, depression and anxiety, and antisocial behavior.

[23] ETR.org
[24] Texas Department of State and Health Services
[25] Tarrant County Public Health Department, *Teen Pregnancy Data Brief*
[26] Tarrant County Public Health Department, *Teen Dating Violence Data Brief*

Types of Teen Dating Violence

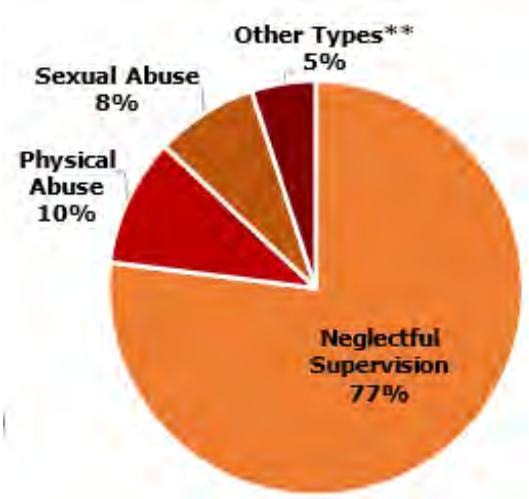
Digital	•Use of technology to track or control partner
Financial	•Controlling or abusing partner's money
Physical	•Use of physical force to purposely harm partner
Psychological Aggression	•Communication that harms partner's mental and emotional health
Sexual	•Coerced sexual activity without partner's consent
Stalking	•Undesired contact or attention that causes partner to feel unsafe and anxious

Human Trafficking[27]

Texas is ranked 2nd for human trafficking cases reported to the National Human Trafficking Hotline (NHTH). Human trafficking can include both labor and sex work. Tarrant County is ranked as the 7th highest county with students attending public schools within 1,000 ft. of suspected illegal massage businesses.

Abuse and Neglect[28]

5,842 Tarrant County children, ages 0-17, experienced some form of abuse and neglect in 2018.



[27] Tarrant County Public Health Department, *Human Trafficking Data Brief*
[28] Tarrant County Public Health Department, *Abuse and Neglect Data Brief*

Juvenile Delinquency[29]

Juvenile Referrals

The Fort Worth ZIP codes with the highest referrals received from Fort Worth Police Department (FWPD) are listed in the table. The ZIP code listed reflects where the juvenile being referred lives. It does not reflect where the arrest took place.

	2015	2016	2017	2018	2019
Referral Source					
FWPD	1195	1286	1225	1287	1038
FWISD	0	0	0	0	0
Residence Zip Code					
76119	5.9%	7.3%	9.6%	9.6%	10.9%
76112	4.9%	5.3%	8.6%	7.5%	6.0%
76133	4.1%	5.4%	5.2%	7.3%	6.7%
76105	5.7%	5.2%	5.6%	5.1%	6.3%
76116	3.0%	5.3%	5.1%	4.8%	5.4%
76104	4.3%	5.1%	5.9%	2.7%	4.1%
76106	2.5%	5.3%	2.9%	4.4%	5.2%
76123	2.9%	2.9%	3.8%	3.8%	4.8%
TOTAL REFERRALS	1195	1286	1225	1287	1038

Number of Juveniles

Between January 1, 2015 and December 31, 2019, a total of 635 juveniles were referred to Tarrant County Juvenile Probation Department (JPD) from ZIP codes 76112 and 76119. The table below displays the number of juveniles who were referred to Tarrant County JPD per year from each ZIP code.[30]

Year	Number of Juveniles
2015	135
2016	141
2017	185
2018	206
2019	193

[29] Courtesy of Tarrant County Juvenile Services

[30] The total number of juveniles referred per year does not equal the total number of juveniles referred in the 9 year period because a number of juveniles had referrals in more than one year.

Juvenile Demographics

The majority (68.2%) of the juveniles referred to Tarrant County JPD from the identified ZIP codes during the years under investigation were male. In regards to ethnicity, the majority of youth were African American (71.0%), followed by Hispanic (24.0%), and Caucasian (4.5%).[31]

Demographic Variable	Characteristic	Number (%)
Gender	Male	434 (68.3%)
	Female	201 (31.7%)
Ethnicity	Hispanic	137 (21.6%)
	Caucasian	33 (5.2%)
	African American	461 (72.6%)
	Asian	2 (0.3%)
	Unknown	2 (0.3%)

Age at time of Referral

The average age at time of referral was **14.3** years with a range of 10-26 years.[32]

Number of Referrals

These 635 juveniles accounted for 1460 separate referrals. The average number of referrals per juvenile was 2.3 referrals (range of 1 to 18 referrals). The table below displays the number of referrals per year.

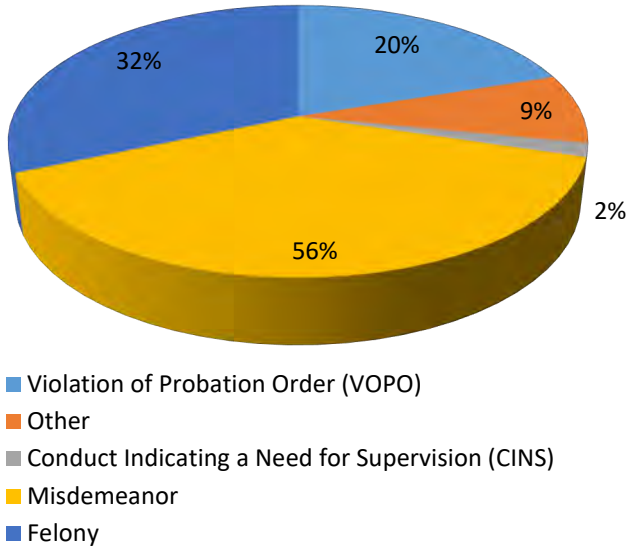
Year	Number of Referrals		
	76112	76119	Total
2015	112	109	221
2016	103	144	247
2017	161	154	315
2018	150	169	319
2019	123	235	358
TOTAL	**649**	**811**	**1460**

[31] According to the 2010 National Census, the majority of the residents in this area classify themselves as being African American (47.1%).

[32] There were ten individuals over the age of 17 at time of referral. Four were felony offenses committed at the time they were juveniles, three were for other offenses commited at the time they were juveniles, and three were committed at or above 17.

Type of Referral

Of the 1980 referrals between January 1, 2015 and December 31, 2019, the majority (n=541) were for misdemeanors. Felony offenses were the second most frequent referral category (n=464), followed by Violations of Probation Orders (n=295), other referrals (n=133), and Conduct Indicating a Need for Supervision (n=27).[33][34][35]



Top 11 Offenses

The following table presents information on the top 11 delinquent offenses for the 5 years under investigation. These 11 offenses accounted for over half (61.9%) of the offenses reported during the timeframe.

Offense	Type	Level/Degree	Number	Percent
Violation of Court Order – Technical	VOPO	n/a	170	11.6%
Assault with Bodily Injury	Person	Class A Misdemeanor	139	9.5%
Violation of Court Order – New Offense	VOPO	n/a	118	8.1%
Directive to Apprehend/Warrant	Other	n/a	118	8.1%
Family Violence Assault with Bodily Injury	Person	Class A Misdemeanor	86	5.9%
Aggravated Robbery	Person	1st Degree Felony	61	4.2%
Burglary of a Habitation	Property	2nd Degree Felony	52	3.6%
Evading Arrest Detention	Obstruction of Justice	Class A Misdemeanor	43	2.9%
Possession of Marijuana Less than 2oz	Drug	Class B Misdemeanor	42	2.9%
Unauthorized Use of Vehicle	Property	State Felony	38	2.6%
Assault Public Servant	Person	3rd Degree Felony	37	2.5%

[33] The less severe offenses and status offenses are found in the conduct indicating a need for supervision category. *Conduct indicating a need for supervision* (CINS) is defined as conduct, other than jailable traffic offenses, that violates: 1) penal laws punishable by fine only or penal ordinances of any political subdivision of the state; 2) truancy; 3) runaway; 4) inhalant abuse; 5) public intoxication; 6) an act that violates a school districts previously communicated written standards of student conduct for which the student has been expelled; or 7) conduct that violates a court order for a child declared at risk.

[34] Other referral types include Directive to Apprehend (e.g. a warrant), Detention Holds for other jurisdictions, and youth who are detained pending a court hearing.

[35] A violation of probation order involves the juvenile violating the terms and conditions of the probation in which he/she is currently serving.

Interview and Survey Results

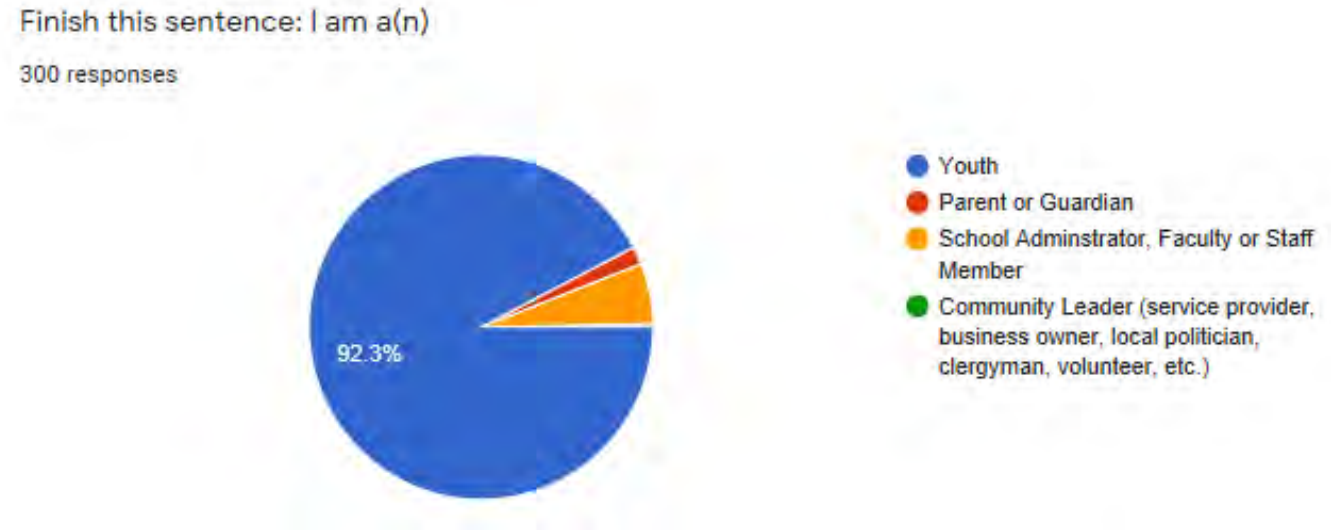
Interviews

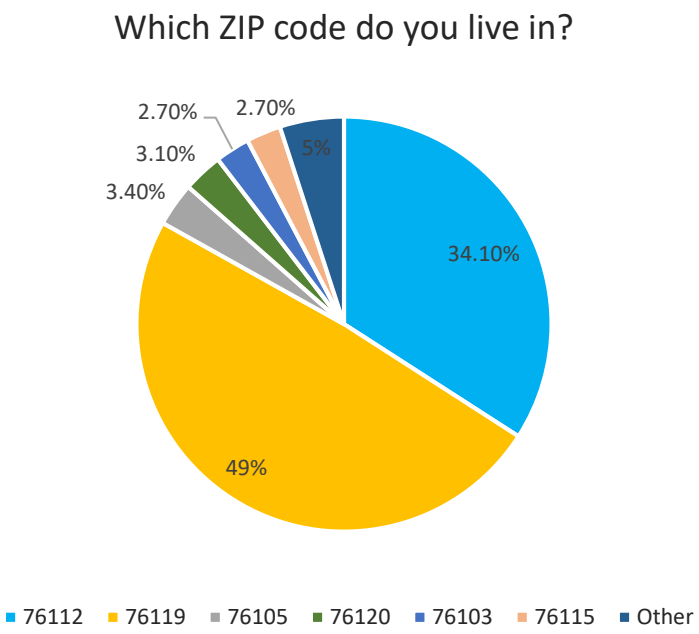
During Spring 2020, Tarrant County CYD staff interviewed fifteen prominent leaders. Common themes that emerged from the interviews were students are currently involved in the juvenile justice system and are in need more evidence-based prevention interventions in hopes to create a culture change. Interviewees shared that students engage in behavior problems such as truancy, fighting, and vaping. Most interviewees attributed these behavioral problems to difficulties youth may be experiencing at home (i.e. single-parent homes because parents have died or in jail, living in temporary housing due to financial and custodial issues).

All interview participants agreed that youth need mentoring and positive programs to give them life skills, social skills, coping skills, tutoring, anger management, and positive peers. However, there was not consensus in when services should be provided. Some interviewees suggested that older students should attend programs during school hours because of having to catch a bus ride home, babysit younger siblings, or attend practices. Other interviewees suggested that programs occur after school to provide students with positive programming to prevent the opportunity to engage in delinquent behavior.

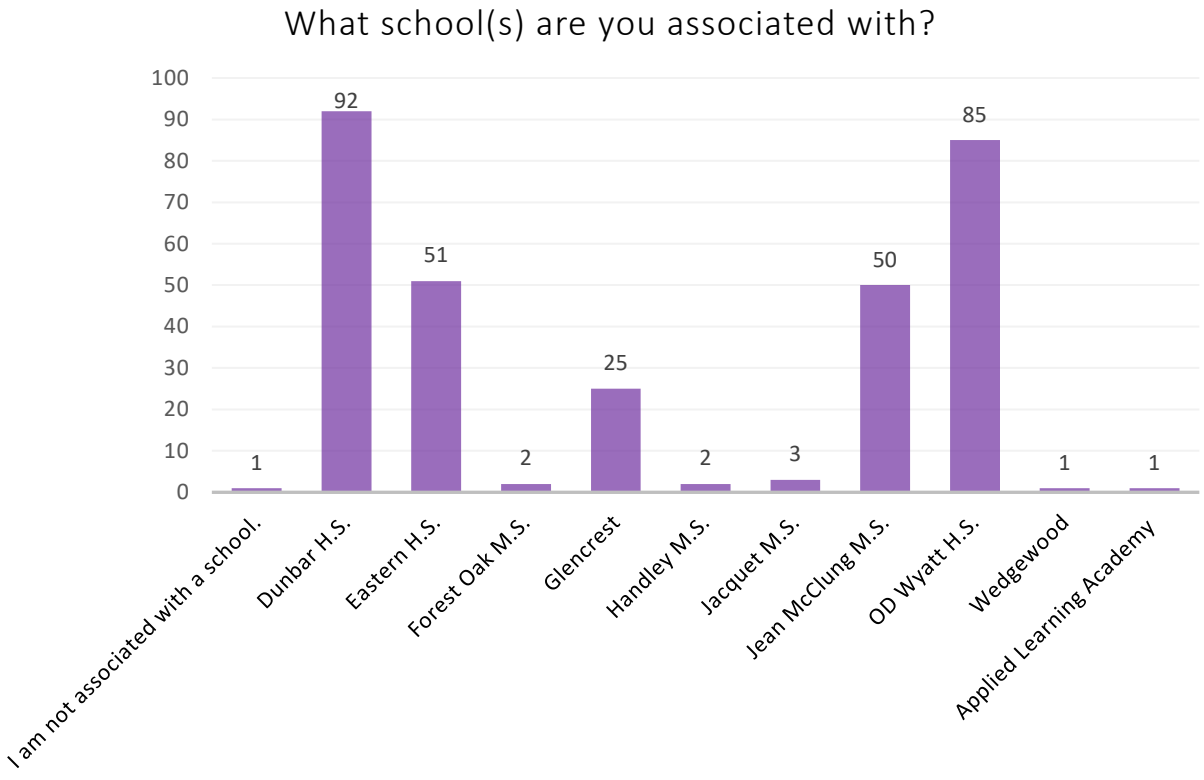
Surveys

During Spring 2020, the Tarrant County CYD staff surveyed over 300 members of the community to discover the prevalent needs and challenges they feel the youth are faced with daily, and what programs could improve these challenges. Survey data was collected using paper surveys and participants were selected randomly from community events, etc.

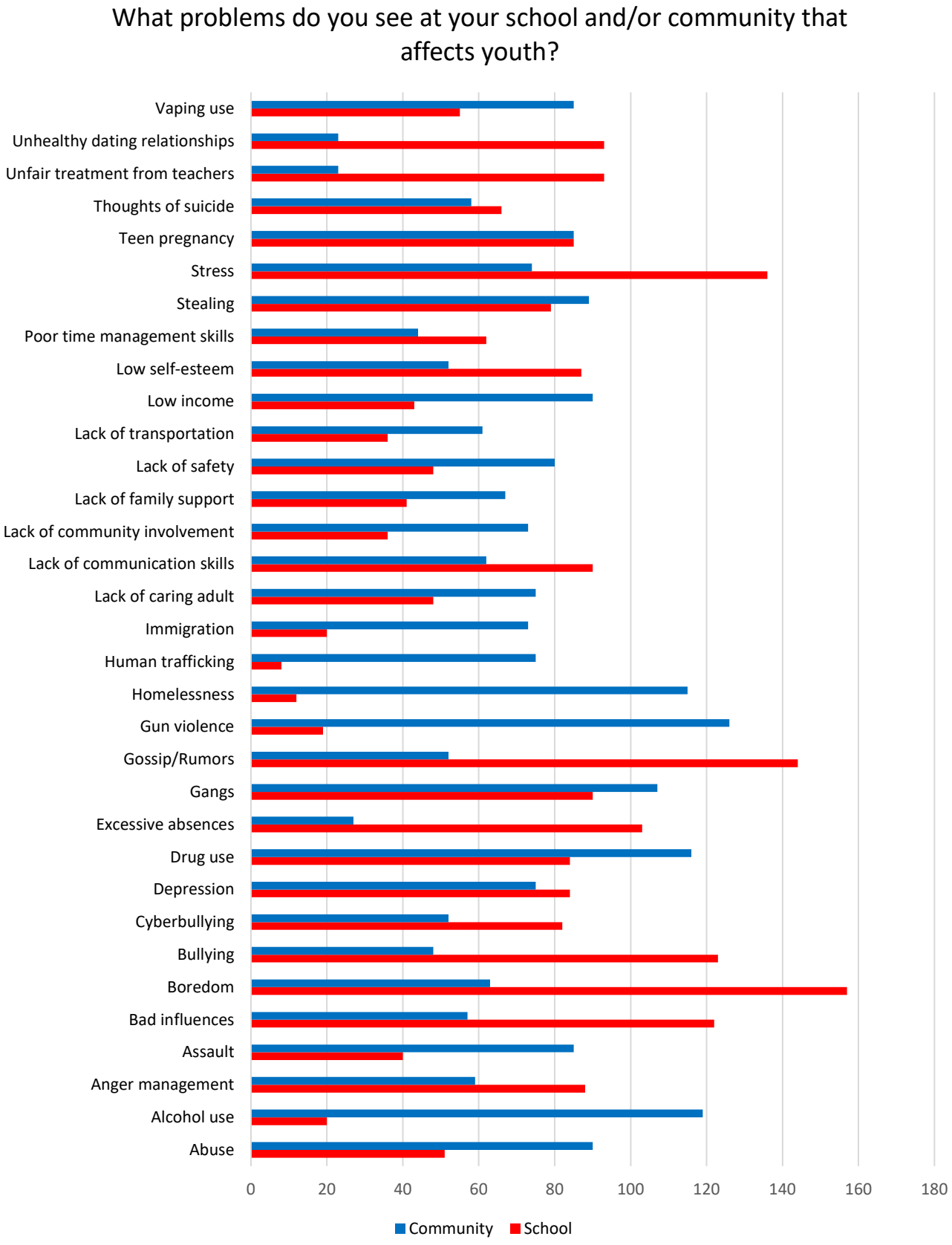




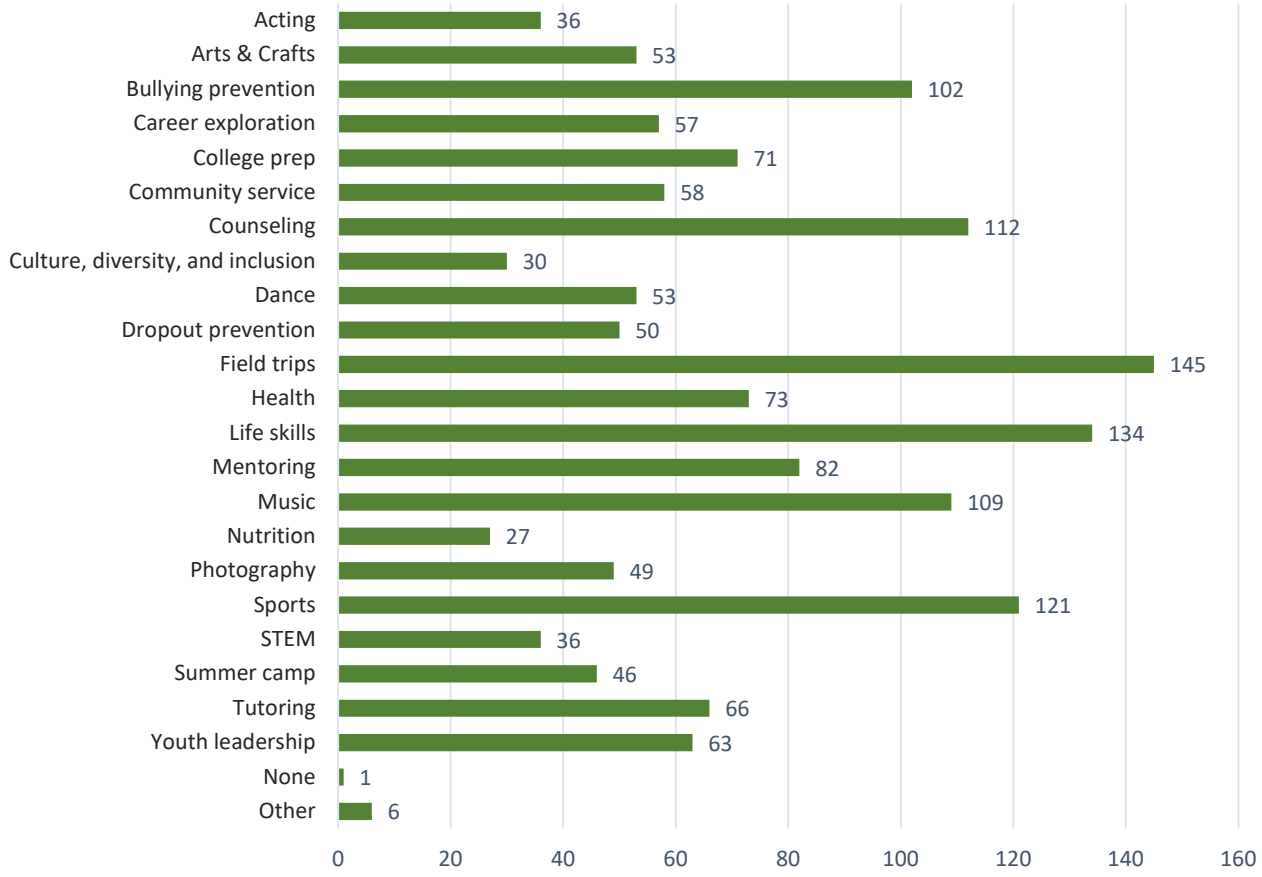
261 Responses
Other includes 76123,76116, 76096, 76104, 75601, 76140, 76106, 76164, 76094, 76134, and 76036.



299 responses


What problems do you see at your school and/or community that affects youth?
Vaping use
Unhealthy dating relationships
Unfair treatment from teachers
Thoughts of suicide
Teen pregnancy
Stress
Stealing
Poor time management skills
Low self-esteem
Low income
Lack of transportation
Lack of safety
Lack of family support
Lack of community involvement
Lack of communication skills
Lack of caring adult
Immigration
Human trafficking
Homelessness
Gun violence
Gossip/Rumors
Gangs
Excessive absences
Drug use
Depression
Cyberbullying
Bullying
Boredom
Bad influences
Assault
Anger management
Alcohol use
Abuse
0
20
40
60
80
100
120
140
160
180
Community
School

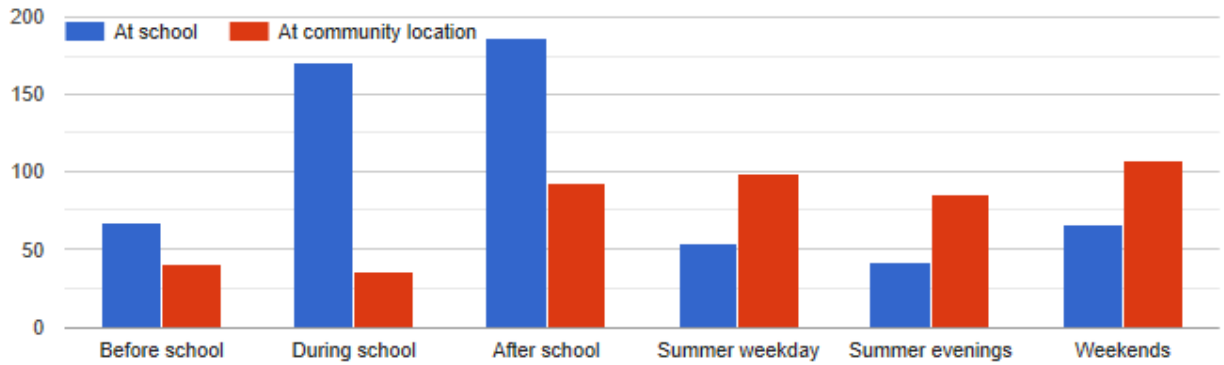
What type of youth programs are needed to address the problems you've identified?



287 Responses

Other includes Anger management (1), Groups (1), Mechanic class (1), After school (1), and Taxes (2)

When is the best time for youth to attend programs? Check all that apply.



IMPLICATION OF FINDINGS

Survey Summary

Top 5 problems in schools

1. Boredom- 157
2. Gossip/rumors- 144
3. Stress- 136
4. Bullying- 123
5. Bad influences from friends- 122

Top 5 problems in community

1. Gun violence- 126
2. Alcohol use- 119
3. Drug use- 116
4. Homelessness- 115
5. Gangs- 107

Top 5 requested programs

1. Field trips- 145
2. Life skills- 134
3. Sports- 121
4. Counseling- 112
5. Music- 109

Top 3 suggested times

1. After school- 185
2. During school- 170
3. Before school- 68

Top 3 suggested locations

1. School
2. Community center
3. Gym

Community Summary

76112 and 76119 Notable Characteristics:

- The community's make up is primarily Black/African American and Hispanics/Latinos.
- The majority of citizens have less than a high school education.
- The poverty levels are twice the national average; 95% of students are low income.
- Schools have low accountability ratings; schools testing rank was in the bottom 7% of Texas schools.
- Amongst all Tarrant County ZIP codes, 76119 is #1 and 76112 is #2 in highest number of referrals in Tarrant County to Juvenile Services.
- Assault with bodily injury is the top offence for juveniles.
- Community Maltreatment Risk Maps are comparatively high.
- Gun violence, alcohol and drug use, homelessness and gangs are prevalent in the community.

Funding Priorities

CYD has evaluated all needs reported by the community, and has ranked funding priorities according to CYD policies, community issues, survey results and interviews.

CYD Funding Priorities:

1. Mentoring – required by grant
2. Youth Advisory Committee (YAC) – required by grant
3. Youth Leadership Development (YLD) – required by grant
4. Post-High School Readiness (PHSR) – required by grant
5. Life Skills
6. Recreational Activities (Field Trips and Sports)
7. Counseling
8. Arts (Music, Dance, Photography, Acting, and Arts & Crafts)
9. Bullying Prevention
10. Academic Assistance (Mentoring, College Prep, and Tutoring)
11. Health

CONCLUSION & RECOMMENDATIONS

This CSNA was created to select additional ZIP codes to expand Tarrant County CYD programming. Based on the data, ZIP codes 76112 and 76119 were selected, due to high incidence of juvenile crime and additional determining factors. CYD programming is needed in this community to alleviate conditions in the family and community that lead to juvenile crime.

Action Steps

Tarrant County CYD proposes to add a pilot program in 76112 and 76119 to expand CYD services with at least one new or existing service provider. Since 76112 and 76119 are geographically next to one another, and most children and youth live and attend school interchangeably between the two ZIP codes, CYD will attempt to serve both 76112 and 76119 ZIP codes as one community as we do 76106 and 76164. Therefore, Tarrant County CYD will serve 2 distinct communities/service areas. It is believed that the presence of CYD will attract more support and services to these communities over the next five years.

- Identify potential service providers.
- Conduct competitive grant opportunity for Tarrant County CYD service providers for services starting September 1, 2021.
- Utilize CSNA to educate and direct Service Providers on content for programming.
- Provide outreach for CYD and network with community service providers. These efforts will help provide additional resources to youth and families in need of services. These efforts will also help recruit new service providers for CYD funding.
- Ensure provision of services based on community needs (ex. times/locations).
- Build and sustain partnerships with community schools, community centers and libraries for program referrals and group sites.
- Build and sustain collaborations with Unity in the Community, neighborhood associations, coalitions and networking groups to best meet the needs of youth and families in the community.
- Provide community service projects and attend community events.
    - Listen to youth voice through all avenues, including YAC and youth leader participation in quarterly CCC meetings.

- Provide annual CYD Vision Awards ceremony to highlight outstanding youth leaders and special projects of CYD; must include primary caregivers.
- CYD service providers must provide primary caregiver and family involvement to the highest level possible; at least quarterly (monthly as a whole).
- YAC will explore new projects to include in CSNA for FY2023; including new ideas and lessons learned from Youth Summit.

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Appendix A: CDC Youth Risk Behavior Surveillance System (YRBSS)

High School Youth Risk Behavior Survey			
Question %	**Fort Worth, TX %**	**Texas %**	**United States %**
Unintentional Injuries and Violence			
Rarely or never wore a seat belt (when riding in a car driven by someone else)	7.0†	7.4	6.5
Rode with a driver who had been drinking alcohol (in a car or other vehicle, one or more times during the 30 days before the survey)	21.7	19.4	16.7
Drove when they had been drinking alcohol (in a car or other vehicle, one or more times during the 30 days before the survey, among students who had driven a car or other vehicle during the 30 days before the survey)	7.2	5.3	5.4
Texted or e-mailed while driving a car or other vehicle (on at least 1 day during the 30 days before the survey, among students who had driven a car or other vehicle during the 30 days before the survey)	38.6	41.7	39.0
Carried a weapon (such as a gun, knife, or club, on at least 1 day during the 30 days before the survey)	11.4	15.0	13.2
Carried a weapon on school property (such as a gun, knife, or club, on at least 1 day during the 30 days before the survey)	2.4	3.3	2.8
Carried a gun (on at least 1 day during the 12 months before the survey,not counting the days when they carried a gun only for hunting or for a sport such as target shooting)	6.4	6.1	4.4
Were threatened or injured with a weapon on school property (such as a gun, knife, or club, one or more times during the 12 months before the survey)	6.3	6.7	7.4
Were in a physical fight (one or more times during the 12 months before the survey)	22.6	23.5	21.9
Were in a physical fight on school property (one or more times during the 12 months before the survey)	10.1	8.0	8.0
Were electronically bullied (counting being bullied through texting, Instagram, Facebook, or other social media, during the 12 months before the survey)	9.6	12.2	15.7
Were bullied on school property (during the 12 months before the survey)	11.3	14.3	19.5
Did not go to school because they felt unsafe at school or on their way to or from school (on at least 1 day during the 30 days before the survey)	11.1	12.1	8.7
Were ever physically forced to have sexual intercourse (when they did not want to)	8.6	10.3	7.3

Experienced sexual violence by anyone (including kissing, touching, or being physically forced to have sexual intercourse when they did not want to, one or more times during the 12 months before the survey)	9.7	10.0	10.8
Experienced sexual dating violence (being forced to do sexual things (counting such things as kissing, touching, or being physically forced to have sexual intercourse) they did not want to do by someone they were dating or going out with, one or more times during the 12 months before the survey, among students who dated or went out with someone during the 12 months before the survey)	6.3	5.4	8.2
Experienced physical dating violence (being physically hurt on purpose (counting such things as being hit, slammed into something, or injured with an object or weapon) by someone they were dating or going out with, one or more times during the 12 months before the survey, among students who dated or went out with someone during the 12 months before the survey)	6.7	8.3	8.2
Felt sad or hopeless (almost every day for 2 or more weeks in a row so that they stopped doing some usual activities, during the 12 months before the survey)	33.5	38.3	36.7
Seriously considered attempting suicide (during the 12 months before the survey)	14.8	18.9	18.8
Made a plan about how they would attempt suicide (during the 12 months before the survey)	12.6	15.0	15.7
Actually attempted suicide (one or more times during the 12 months before the survey)	11.1	10.0	8.9
Suicide attempt resulted in an injury, poisoning, or overdose that had to be treated by a doctor or nurse (during the 12 months before the survey)	3.9	3.4	2.5
Tobacco Use			
Ever tried cigarette smoking (even one or two puffs)	20.9		24.1
First tried cigarette smoking before age 13 years (even one or two puffs)	7.0	10.6	7.9
Currently smoked cigarettes (on at least 1 day during the 30 days before the survey)	3.3	4.9	6.0
Currently smoked cigarettes frequently (on 20 or more days during the 30 days before the survey)	0.4	0.7	1.3
Currently smoked cigarettes daily (on all 30 days during the 30 days before the survey)	0.3	0.6	1.1
Smoked more than 10 cigarettes per day (on the days they smoked during the 30 days before the survey, among students who currently smoked cigarettes)	N/A	N/A	8.1
Ever used electronic vapor products (including e-cigarettes, vapes, vape pens, e-cigars, e-hookahs, hookah pens, and mods)	43.2	48.7	50.1

Currently used electronic vapor products (including e-cigarettes, vapes, vape pens, e-cigars, e-hookahs, hookah pens, and mods, on at least 1 day during the 30 days before the survey)	12.5	18.7	32.7
Currently used electronic vapor products frequently (including e-cigarettes, vapes, vape pens, e-cigars, e-hookahs, hookah pens, and mods, on 20 or more days during the 30 days before the survey)	3.2	6.5	10.7
Currently used electronic vapor products daily (including e-cigarettes, vapes, vape pens, e-cigars, e-hookahs, hookah pens, and mods, on all 30 days during the 30 days before the survey)	2.4	4.8	7.2
Usually got their own electronic vapor products by buying them in a store (such as a convenience store, supermarket, discount store, gas station, or vape store, including e-cigarettes, vapes, vape pens, e-cigars, e-hookahs, hookah pens, and mods, during the 30 days before the survey, among the __% of students nationwide who currently used electronic vapor products and who were aged <18 years)	15.3	15.3	8.1
Currently used smokeless tobacco (chewing tobacco, snuff, dip, snus, or dissolvable tobacco products, such as Redman, Levi Garrett, Beechnut, Skoal, Skoal Bandits, Copenhagen, Camel Snus, Marlboro Snus, General Snus, Ariva, Stonewall, or Camel Orbs, not counting any electronic vapor products, on at least 1 day during the 30 days before the survey)	2.6	3.4	3.8
Currently smoked cigars (cigars, cigarillos, or little cigars, on at least 1 day during the 30 days before the survey)	5.1	5.7	5.7
Currently smoked cigars frequently (cigars, cigarillos, or little cigars, on 20 or more days during the 30 days before the survey)	0.9	0.9	1.1
Currently smoked cigars daily (cigars, cigarillos, or little cigars, on all 30 days during the 30 days before the survey)	0.6	0.5	0.8
Currently smoked cigarettes or cigars (on at least 1 day during the 30 days before the survey)	6.4	8.2	9.2
Currently smoked cigarettes or cigars or used smokeless tobacco (on at least 1 day during the 30 days before the survey)	7.1	9.5	10.5
Currently smoked cigarettes or cigars or used smokeless tobacco or electronic vapor products (on at least 1 day during the 30 days before the survey)	15.1	21.8	36.5
Currently smoked cigarettes or used electronic vapor products (on at least 1 day during the 30 days before the survey)	13.8	20.0	34.4

Did not try to quit using all tobacco products (including cigarettes, cigars, smokeless tobacco, shisha or hookah tobacco, and electronic vapor products, ever during the 12 months before the survey, among students who used any tobacco products during the 12 months before the survey)	54.4	55.1	52.4
Alcohol and Other Drug Use			
Had their first drink of alcohol before age 13 years (other than a few sips)	16.9	17.0	15.0
Currently drank alcohol (at least one drink of alcohol, on at least 1 day during the 30 days before the survey)	22.4	27.8	29.2
Currently were binge drinking (four or more drinks of alcohol in a row for female students or five or more drinks of alcohol in a row for male students, that is, within a couple of hours, on at least 1 day during the 30 days before the survey)	8.4	11.5	13.7
Usually obtained the alcohol they drank by someone giving it to them (during the 30 days before the survey, among students who currently drank alcohol)	41.8	40.5	40.5
Reported that the largest number of drinks they had in a row was 10 or more (within a couple of hours, during the 30 days before the survey)	2.2	3.8	3.1
Ever used marijuana (also called pot, weed, or cannabis, one or more times during their life)	36.8	33.5	36.8
Tried marijuana for the first time before age 13 years (also called pot, weed, or cannabis)	7.7	6.7	5.6
Currently used marijuana (also called pot, weed, or cannabis, one or more times during the 30 days before the survey)	18.5	17.7	21.7
Ever used synthetic marijuana (also called "Spice," "fake weed," "K2," "King Kong," "Yucatan Fire," or "Skunk," one or more times during their life)	7.6	7.1	7.3
Ever took prescription pain medicine without a doctor's prescription or differently than how a doctor told them to use it (counting drugs such as codeine, Vicodin, Oxycontin, Hydrocodone, and Percocet, one or more times during their life)	15.0	16.6	14.3
Currently took prescription pain medicine without a doctor's prescription or differently than how a doctor told them to use it (one or more times during the 30 days before the survey)			7.2
Ever used cocaine (any form of cocaine, such as powder, crack, or freebase, one or more times during their life)	5.1	4.8	3.9
Ever used inhalants (sniffed glue, breathed the contents of aerosol spray cans, or inhaled any paints or sprays to get high, one or more times during their life)	5.7	6.3	6.4
Ever used heroin (also called "smack," "junk," or "China White," one or more times during their life)	2.4	1.3	1.8

Ever used methamphetamines (also called "speed," "crystal meth," "crank," "ice," or "meth," one or more times during their life)	2.5	2.2	2.1
Ever used ecstasy (also called "MDMA," one or more times during their life)	3.6	4.0	3.6
Ever used hallucinogenic drugs (such as LSD, acid, PCP, angel dust, mescaline, or mushrooms, one or more times during their life)			7.0
Ever took steroids without a doctor's prescription (pills or shots, one or more times during their life)	2.7	2.1	1.9
Ever injected any illegal drug (used a needle to inject any illegal drug into their body, one or more times during their life)	2.0	1.2	1.6
Were offered, sold, or given an illegal drug on school property (during the 12 months before the survey)	26.0	27.6	21.8
Ever used select illicit drugs (counting cocaine, inhalants, heroin, methamphetamines, ecstasy, or hallucinogens, one or more times during their life)			14.8
Sexual Behaviors			
Ever had sexual intercourse	37.8	42.7	38.4
Had sexual intercourse for the first time before age 13 years	2.9	2.9	3.0
Had sexual intercourse with four or more persons (during their life)	8.1	9.7	8.6
Were currently sexually active (had sexual intercourse with at least one person, during the 3 months before the survey)	25.2	29.3	27.4
Did not use a condom during last sexual intercourse (among students who were currently sexually active)	45.1	51.0	45.7
Did not use birth control pills before last sexual intercourse (to prevent pregnancy, among students who were currently sexually active)	86.2	84.9	77.0
Did not use an IUD (e.g., Mirena or ParaGard) or implant (e.g., Implanon or Nexplanon) before last sexual intercourse (to prevent pregnancy, among students who were currently sexually active)	92.5	95.8	95.2
Did not use birth control pills; an IUD (e.g., Mirena or ParaGard) or implant (e.g., Implanon or Nexplanon); or a shot (e.g., Depo-Provera), patch (e.g., OrthoEvra), or birth control ring (e.g., NuvaRing) before last sexual intercourse (to prevent pregnancy, among students who were currently sexually active)	76.8	78.0	69.1

Did not use both a condom during last sexual intercourse and birth control pills; an IUD (e.g., Mirena or ParaGard) or implant (e.g., Implanon or Nexplanon); or a shot (e.g., Depo-Provera), patch (e.g., OrthoEvra), or birth control ring (e.g., NuvaRing) before last sexual intercourse (to prevent pregnancy, among students who were currently sexually active)	94.4	92.9	90.9
Did not use any method to prevent pregnancy during last sexual intercourse (among students who were currently sexually active)	21.1	22.1	11.9
Drank alcohol or used drugs before last sexual intercourse (among students who were currently sexually active)	14.6	17.6	21.2
Were never tested for human immunodeficiency virus (HIV) (not counting tests done if they donated blood)	87.3	89.0	90.6
Were not tested for a sexually transmitted disease (STD) other than HIV (such as chlamydia or gonorrhea, during the 12 months before the survey)	88.1	90.5	91.4
Dietary Behaviors			
Did not eat fruit or drink 100% fruit juices (such as orange juice, apple juice, or grape juice, not counting punch, Kool-Aid, sports drinks, or other fruit-flavored drinks, during the 7 days before the survey)	6.9	8.8	6.3
Did not eat vegetables (green salad, potatoes (not counting French fries, fried potatoes, or potato chips), carrots, or other vegetables, during the 7 days before the survey)	12.2	11.5	7.9
Did not drink milk (counting milk in a glass or cup, from a carton, or with cereal and the half pint of milk served at school as equal to one glass, during the 7 days before the survey)	29.2	33.6	30.6
Drank soda or pop (such as Coke, Pepsi, or Sprite, not counting diet soda or diet pop, during the 7 days before the survey)	75.0	76.4	68.3
Drank a can, bottle, or glass of soda or pop one or more times per day (such as Coke, Pepsi, or Sprite, not counting diet soda or diet pop, during the 7 days before the survey)	15.2	19.5	15.1
Drank a can, bottle, or glass of soda or pop two or more times per day (such as Coke, Pepsi, or Sprite, not counting diet soda or diet pop, during the 7 days before the survey)	9.0	10.6	9.3
Drank a sports drink (such as Gatorade or Powerade, not counting low-calorie sports drinks such as Propel or G2, during the 7 days before the survey)			49.9
Drank a can, bottle, or glass of a sports drink one or more times per day (such as Gatorade or Powerade, not counting low-calorie sports drinks such as Propel or G2, during the 7 days before the survey)			10.6

Drank a can, bottle, or glass of a sports drink two or more times per day (such as Gatorade or Powerade, not counting low-calorie sports drinks such as Propel or G2, during the 7 days before the survey)			6.1
Did not drink a bottle or glass of plain water (counting tap, bottled, and unflavored sparkling water, during the 7 days before the survey)			4.0
Did not eat breakfast (during the 7 days before the survey)	23.7	18.0	16.7
Did not eat breakfast on all 7 days (during the 7 days before the survey)	75.7	72.4	66.9
Physical Activity			
Did not participate in at least 60 minutes of physical activity on at least 1 day (in any kind of physical activity that increased their heart rate and made them breathe hard some of the time, during the 7 days before the survey)	19.0	20.1	17.0
Were not physically active at least 60 minutes per day on 5 or more days (doing any kind of physical activity that increased their heart rate and made them breathe hard some of the time, during the 7 days before the survey)	62.6	58.2	55.9
Were not physically active at least 60 minutes per day on all 7 days (in any kind of physical activity that increased their heart rate and made them breathe hard some of the time, during the 7 days before the survey)	79.7	77.1	76.8
Did not do exercises to strengthen or tone muscles on three or more days (such as push-ups, sit-ups, or weight-lifting, during the 7 days before the survey)			50.5
Played video or computer games or used a computer 3 or more hours per day (counting time spent playing games, watching videos, texting, or using social media on their smartphone, computer, Xbox, PlayStation, iPad, or other tablet, for something that was not school work, on an average school day)	41.8	46.1	46.1
Watched television 3 or more hours per day (on an average school day)	21.2	20.9	19.8
Did not attend physical education (PE) classes on 1 or more days (in an average week when they were in school)	50.8	53.0	47.8
Did not attend physical education (PE) classes on all 5 days (in an average week when they were in school)	69.3	64.9	74.1
Did not play on at least one sports team (counting any teams run by their school or community groups, during the 12 months before the survey)	51.0	51.5	42.6
Had a concussion from playing a sport or being physically active (one or more times during the 12 months before the survey)	15.6	13.4	15.1
Obesity, Overweight, and Weight Control			

Had obesity (students who were >= 95th percentile for body mass index, based on sex- and age-specific reference data from the 2000 CDC growth charts)	21.3	16.9	15.5
Were overweight (students who were >= 85th percentile but <95th percentile for body mass index, based on sex- and age-specific reference data from the 2000 CDC growth charts)	19.2	17.8	16.1
Described themselves as slightly or very overweight	36.5	33.1	32.4
Were not trying to lose weight	46.2	48.7	51.7
Other Health Topics			
Ever told by a doctor or nurse that they had asthma	21.0	22.6	21.8
Never saw a dentist (for a check-up, exam, teeth cleaning, or other dental work)	2.4	2.7	1.9
Did not get 8 or more hours of sleep (on an average school night)	74.5	76.9	77.9
Used an indoor tanning device (such as a sunlamp, sunbed, or tanning booth, not counting getting a spray-on tan, one or more times during the 12 months before the survey)			4.5
Rarely or never wear sunscreen with an SPF of 15 or higher (when being outside for more than one hour on a sunny day)			15.5
Had to avoid some foods because eating the food could cause an allergic reaction (such as skin rashes, swelling, itching, vomiting, coughing, or trouble breathing)			16.7
† Percentage, confidence interval, cell size			
N/A < 100 respondents for the subgroup			

Appendix B: ZIP Search, Risks

ZIP	2017 Juvenile Rate	Avg. Maltreatment Risk across ages	Reason for Elimination
76001		2	Low maltreatment
76002		2	Low maltreatment
76006		3	Low maltreatment
76010		3	Low maltreatment
76011		**4.3**	**No public schools available**
76012		3	Low maltreatment
76013		3	Low maltreatment
76014		3	Low maltreatment
76015		3	Low maltreatment
76016		2	Low maltreatment
76017		2.3	Low maltreatment
76018		2.67	Low maltreatment
76020		**4.67**	**Avg. School ratings**
76021		2.3	Low maltreatment
76022		3	Low maltreatment
76034		1	Low maltreatment
76036		3	Low maltreatment
76039		2	Low maltreatment
76040		3	Low maltreatment
76051		1.67	Low maltreatment
76052		3	Low maltreatment
76053		3	Low maltreatment
76054		2	Low maltreatment
76063		2	Low maltreatment
76092		1	Low maltreatment
76103		**4**	**Lower maltreatment and juvenile rates in comparison to others**
76104	**5%**	**5.67**	**Lower juvenile delinquency rates**
76105	**5%**	**4.3**	**Higher school ratings and lower maltreatment compared to 76104**
76106	*3%*	*3*	*Selected for Funding*
76107		3	Low maltreatment
76108		3	Low maltreatment
76109		1.3	Low maltreatment
76110	3%	3	Low maltreatment
76111		3	Low maltreatment
76112	**7%**	**4.3**	**Selected for Funding**

76114		3	Low maltreatment
76115		3	Low maltreatment
76116	5%	3	Low maltreatment
76117		3	Low maltreatment
76118		3	Low maltreatment
76119	**11%**	**4.67**	**Selected for Funding**
76120		3.67	Low maltreatment
76123		3	Low maltreatment
76126		2.3	Low maltreatment
76131		2	Low maltreatment
76132		3	Low maltreatment
76133	6%	3	Low maltreatment
76134		3	Low maltreatment
76135		3	Low maltreatment
76137		2.3	Low maltreatment
76140		3	Low maltreatment
76164		*2.3*	*Selected for Funding*
76179		2	Low maltreatment
76180		3	Low maltreatment
76182		2	Low maltreatment
76244		1.67	Low maltreatment
76248		1	Low maltreatment

Bold- High maltreatment risks

Red- High juvenile risk

Highlight- Poor performing schools

Appendix C: ZIP Search, School Data

***STARR testing: All grades in all subjects, Meets grade level or above*

School	ZIP	Type	2019 TEA Accountablity Rating	% TEA Economically Disadv	% TEA 2018 Academic performance**	TEA % Graduates Class of 2018	% 16-17 Annual Dropout Rate (9-12)	Accountability Rating (4.0 GPA scale)
Jean Massieu Academy	76011	Public Charter	N/A	N/A	N/A	N/A	N/A	N/A
Uplift Summit International Preparatory	76011	MS/HS Charter	N/A	N/A	N/A	N/A	N/A	N/A
Green Oaks	76011	Private for down syndrome	N/A	N/A	N/A	N/A	N/A	N/A
Premier High School	76011	Credit Recovery	N/A	N/A	N/A	N/A	N/A	N/A
Azle Junior High	76020	MS	B	36	51	N/A	0	3
Santo Forte	76020	MS	C	51.2	47	N/A	0	2
Azle Hornet Academy and DAEP	76020	Alternative school	N/A	N/A	N/A	N/A	N/A	N/A
Azle Christian Academy	76020	Private	N/A	N/A	N/A	N/A	N/A	N/A
Meadowbrook	76103	MS	C	90.3	30	N/A	2.2	2
Nolan Catholic School	76103	Private HS	N/A	N/A	N/A	N/A	N/A	N/A
Morningside	76104	MS	F	96.7	24	N/A	0.4	0
Trimble Technical HS	76104	HS	B	90.9	49	98.7	1.1	3
Success HS	76104	Alternative school/Credit Recovery	D	96	22	69.2	20.1	1
Cassata	76104	Private HS	N/A	N/A	N/A	N/A	N/A	N/A
Mosaic Academy	76104	Private	N/A	N/A	N/A	N/A	N/A	N/A
Polytechnic	76105	HS	C	93.7	29	89.5	2.7	2
Young Men's Leadership Academy	76105	MS/HS	A	78.9	53	N/A	0	4
Uplift Mighty	76105	Charter	N/A	N/A	N/A	N/A	N/A	N/A
James Middle School	76105	MS	F	91.5	29	N/A	0.4	0
Jean McClung	76112	MS	F	91.8	25	N/A	1.3	0
Handley	76112	MS	F	87.6	22	N/A	0	0
St. Rita Catholic School	76112	Private	N/A	N/A	N/A	N/A	N/A	N/A
Eastern Hills	76112	HS	D	90.4	28	83.9	5.8	1
Dunbar High	76112	HS	C	91.3	27	84.5	2.9	2
O.D. Wyatt	76119	HS	C	95.1	25	85.2	2.7	2
Forest Oak	76119	MS	C	96.1	29	N/A	1.1	2
Jacquet	76119	MS	F	95.3	17	N/A	1	0
Glencrest 6th grade	76119	MS (6th)	F	97	22	N/A	N/A	0
Key School	76119	Mental/Health/Physical special needs/disabilities	N/A	N/A	N/A	N/A	N/A	N/A

Attachment D-2 Local Coalition Participants

Name	Role on CCC (resident, youth, service provider, business, agency)	Agency Represented	Email	Phone
Newton, Jodi	Fiscal Agent	Tarrant County	jdnewton@tarrantcounty.com	817-740-4370
Najera, Criselda	CYD Service Provider	Big Brothers Big Sisters	cnajera@bbbstx.org	817-277-1148
Bahena, Isaac	CYD Service Provider	Boys & Girls Club	ibahena@bgcgtc.org	817-624-8406
Halliday, Cathy	CYD Service Provider	Camp Fire First Texas	Cathy@campfirefw.org	817-831-2111
Garcia, Danira	CYD Service Provider	Girls Inc.	dgarcia@girlsinctarrant.org	817-259-1050
Ross, Myrtis	CYD Service Provider	Northside Inter-Community Agency, Inc.	nicacyd@nicaagency.org	817-626-1102
Greenwood, Jeanette	Agency	Headline Mentors & Performing Arts	jgreenwood@headlinementors.com	817-705-4553
McDonald, Lindsey	Agency	Community Learning Center, Inc.	LMcDonald@clcinc.org	817-887-9720
Rivera, Rodney	Agency	Workforce Solutions	Rodney.rivera@workforcesolutions.net	817-804-4228
Kelly, Meredyth	Agency	Workforce Solutions	Meredyth.kelly@workforcesolutions.net	817-413-2822
Garcia, Juan Daniel	Agency	FWISD	Jgarcia_savealife@yahoo.com	817-995-9687
Lopez, Eric	Agency	Northside Community Center	Eric.lopezmartinez@fortworthtexas.gov	817-392-7992
Pelletier, Luann	Agency	Tarrant County Juvenile Services	LPelletier@tarrantcounty.com	817-838-4600
Prado, Arica	School	All Saints Catholic School	aprado@ascsfw.org	817-624-2670
Applon, Amanda	Agency	Tarrant County (Commissioner Brooks)	AApplon@tarrantcounty.com	817-531-5600
Santiago, Monica	Agency	Disability Rights Texas	msantiago@disabilityrightstx.org	469-673-0481
Overstreet, Renea	Business	Overstreet Law Firm	RDOLAW@GMAIL.COM	817-810-9747
Tyler, Dorothy	Police	FWPD	Dorothy.Tyler@fortworthtexas.gov	817-392-3537
Martinez, Roxanne	Agency	DHNS Youth Association	roxannemartinez@gmail.com	817-296-6586
Escobedo, Vanessa	Community Resident		Vaescobedo83@yahoo.com	
Giron, William	Agency	Artes de la Rosa	William.giron@artesdelarosa.org	817-624-8333
Fuller, Scot	Agency	Boy Scouts of America	Scot.Fuller@scouting.org	817-231-8508
Cunningham, Wesley	Agency	ACH Child & Family Services	Wesley.Cunningham@achservices.org	817-886-7147
Ibarra, Blanca Janet	School	JP Elder Middle School	blanca.ibarra@fwisd.org	817-814-4116

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RFA HHS0008417 CYD

Attachment D-3: YLD Scope and Sequence
Exhibit G
YLD Scope and Sequence
Tarrant County CYD – Subgrantee for YLD is TBD

Week #/Session #, etc.	Topic	YLD Element	Objectives	Activities	Curriculum/Source Material
1			•		
2			•		
3			•		
4			•		
5			•		
6			•		
7			•		
8			•		
9			•		
10			•		
11			•		
12			•		

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Attachment D-4: PEI Evidence-Based Ranking Tool

Exhibit H-
PEI Evidence-Based Program Ranking Tool

About the Evidence-Based Program (EBP) Ranking Tool:
The Evidence-Based Program Ranking Tool was developed by PEI to help programs move towards Evidence-Based and Promising Practice Programs. The tool allows Respondents to propose programs with an emerging research and evaluation base that may not yet have been reviewed by a traditional clearinghouse. In addition, the tool ensures fit between a program's evidence and implementation. PEI's research round table, a group of experts in the field of child maltreatment prevention, developed and reviewed the tool for this purpose.

Section I: Evidence-Based Program Description
All Respondents must complete this section of the ranking tool. Proposed Program Models will be evaluated for rigor and appropriateness for the goals of this procurement.

PART A: Basic Information

Name of Evidence-Based Program: Tarrant County CYD – Subgrantees are TBD
Evidence-Based Program Developer/Creator:

Description of the Program:

How did you hear about the program?

Has this program been ranked by an Evidence-Based Clearinghouse?

☐ Yes ☐ No

If so, which clearinghouse?

What is the program's current numerical rank and ranking category (Evidence-Based Practice, Psychometrics Well-Demonstrated, Promising Practice, etc.)?

Ranking	Ranking Category

Please provide the URL for the clearinghouse ranking that you referenced above:

Attachment D-4: PEI Evidence-Based Ranking Tool

Exhibit H-
PEI Evidence-Based Program Ranking Tool

Why do you want to use this EBP, and which of your target populations will it be targeted towards?

Based on the information above, who will be receiving this program and which type of service will it be used for?

Section I, Part A points (1 to 5):	

Ranking Justification/Notes

PART B. Training and Program Materials

Please describe the program's training requirements and required qualifications. Include any licensing or educational requirements needed to implement the program to fidelity and any programmatic training offered by the program developers. For programmatic training, indicate the length (in hours, days, or weeks, as applicable), frequency (one-time, annual, etc.), and mode (webinar, in-person, observational, written, etc.) of the training and whether the training is optional or required.

Based on the information above, does your staff meet the educational, licensing, and training requirements of the program?

☐ Yes, our staff meets the requirements

☐ No, our staff does not meet the requirements

☐ Our staff does not currently meet the requirements, but we have a training plan to meet the requirements (describe below)

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Attachment D-4: PEI Evidence-Based Ranking Tool

Exhibit H-
PEI Evidence-Based Program Ranking Tool

Please provide a brief description of and links to (or attachments of) the program's written program materials. Include the types of materials available, including written guidance on program administration and practice protocol:

Ranking (For PEI use only): (Select all that apply)

Section I, Part B points (1 to 5):	

Ranking Justification/Notes

Section II: Evidence Based Program Ranking
This section should be completed by Respondents proposing an Evidence-Based or Promising Practice Program that has not already been approved by PEI. Approved Evidence-Based or Promising Practice Programs are listed in the tool's appendix (starting on p. 10).

PART A. Theoretical Basis
Please provide a brief description of and a link to (or attachment of) the program's logic model or conceptual framework:

Ranking (For PEI use only): (Select all that apply)

Section II, Part A points (1 to 4):	

Ranking Justification/Notes

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Attachment D-4: PEI Evidence-Based Ranking Tool

Exhibit H-
PEI Evidence-Based Program Ranking Tool

PART B: Program Replication

Please provide a brief description of and links to (or attachments of) information related to program replication. Include information on how frequently the program has been replicated and where/for whom it has been replicated.

Ranking (For PEI use only):

Section II, Part B points (1 to 5):	

Ranking Justification/Notes:

PART C: Outcomes of Intervention

Please provide a brief description of and a link to (or attachment of) research illustrating the outcomes of the program. Include a description of the outcomes, the target population for whom the outcomes were illustrated, the length over which the tested outcomes were illustrated or sustained in the research, and why you believe the outcomes are relevant to your proposed program.

Ranking (For PEI use only):

Section II, Part C points (1 to 10):	

Ranking Justification/Notes

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Attachment D-4: PEI Evidence-Based Ranking Tool

Exhibit H-
PEI Evidence-Based Program Ranking Tool

Part D: Publication of Evaluations

Please provide a brief description of and link to (or attachment of) the most relevant published evaluation research of the program. Please prioritize research that has been published in peer-reviewed literature and conducted by an external evaluator within the past five to ten years. Make sure to include details on the research design and the methodologies used in the research.

Ranking (For PEI use only):

Section II, Part D points (1 to 17):	

Ranking Justification/Notes

Section III: Required Components:
In addition to the information above, please include anything additional that is needed to illustrate that the program is involved in continuous improvement and would not constitute a risk of harm to those who would receive it. (Include links or attachments as appropriate).

Evaluation of Required Criteria (For PEI use only):

Section III, Part A points (1 to 5):	

Evaluation Criteria/Notes:

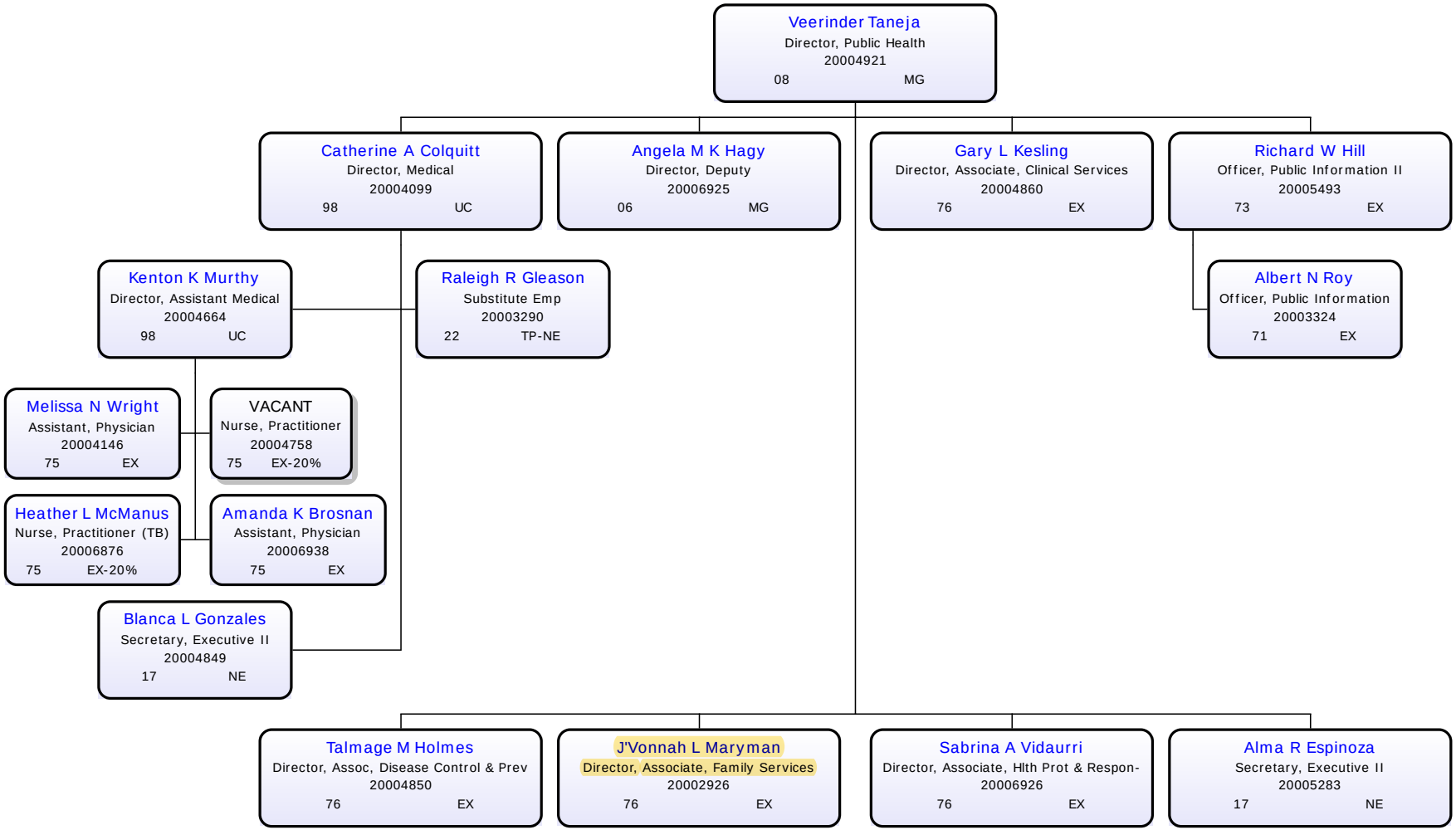
Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

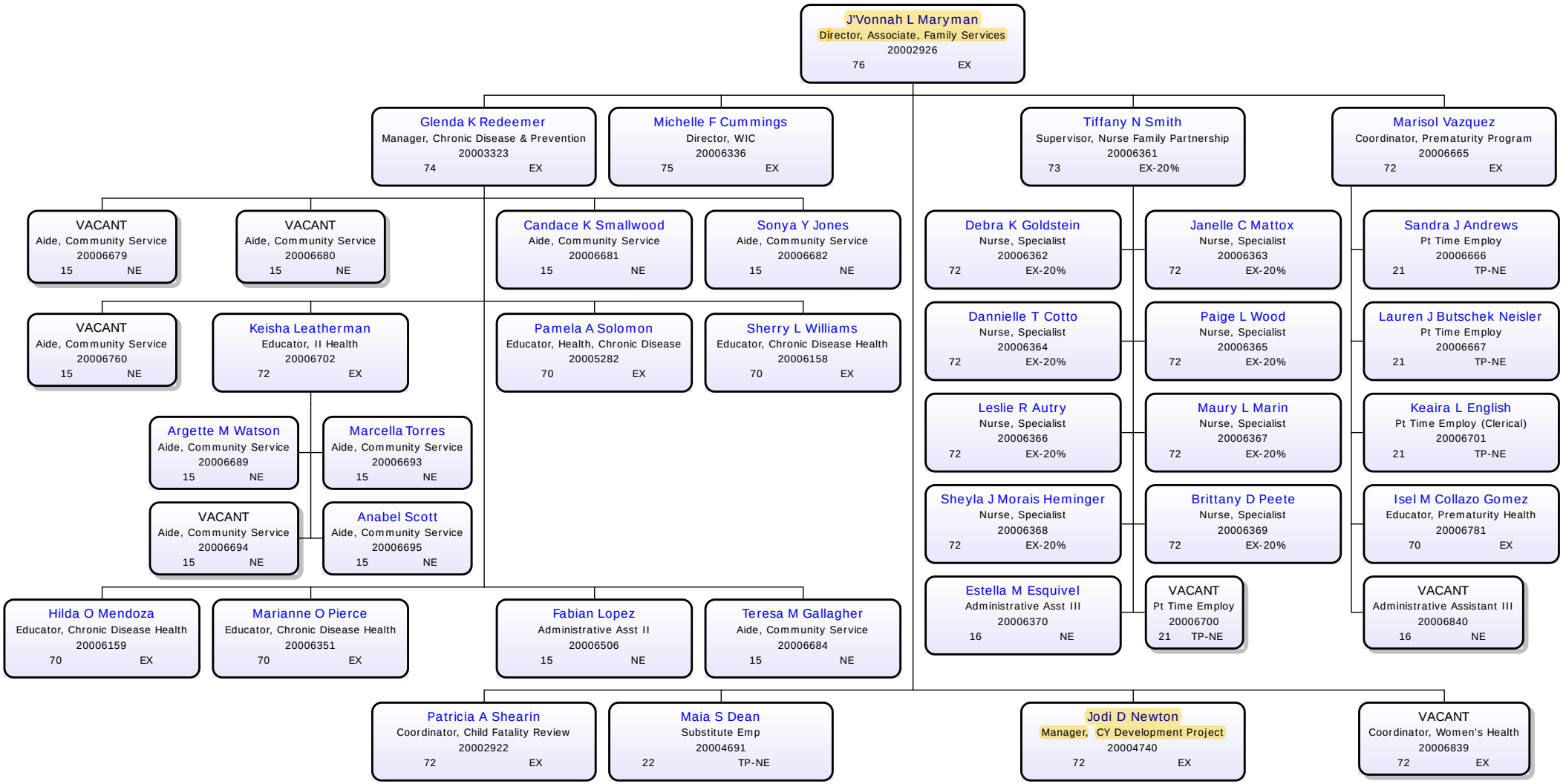
Attachment D-4: PEI Evidence-Based Ranking Tool

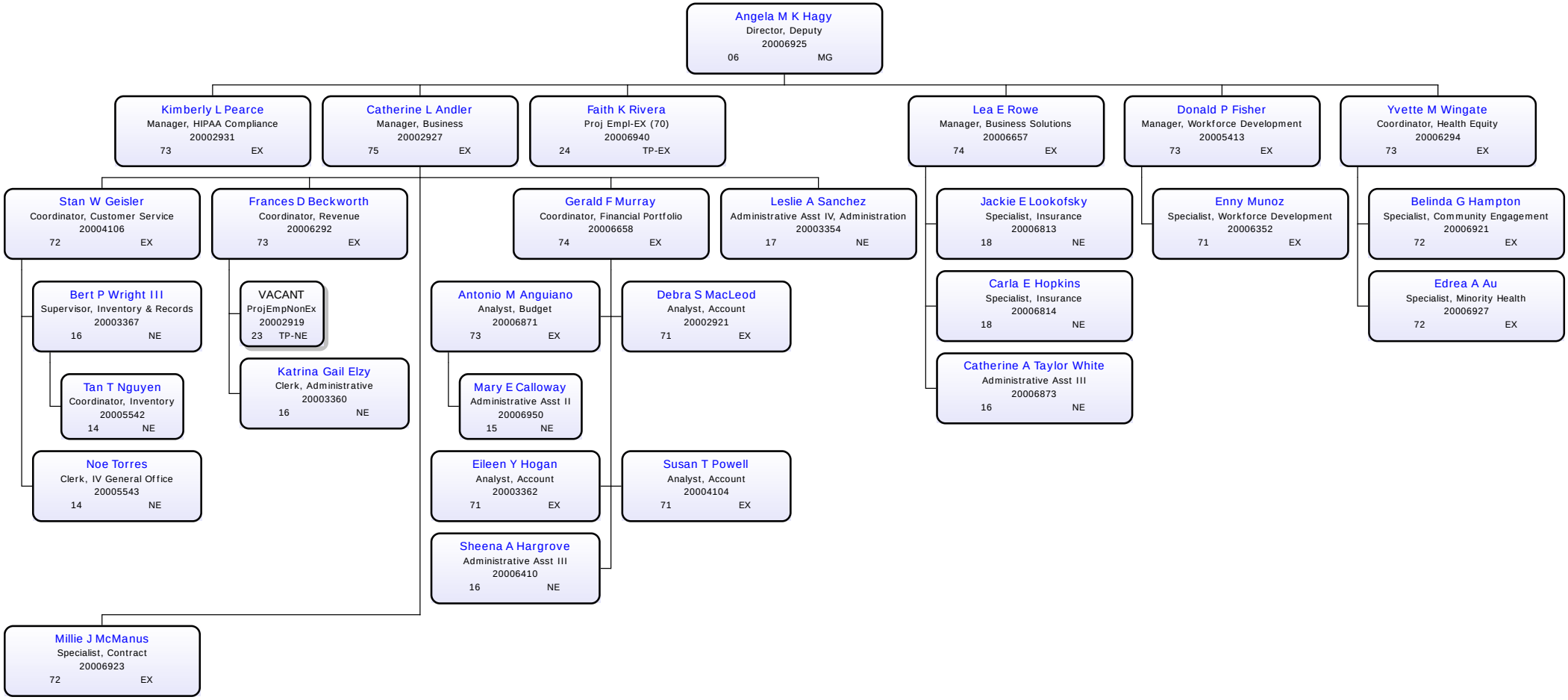
Exhibit H-
PEI Evidence-Based Program Ranking Tool

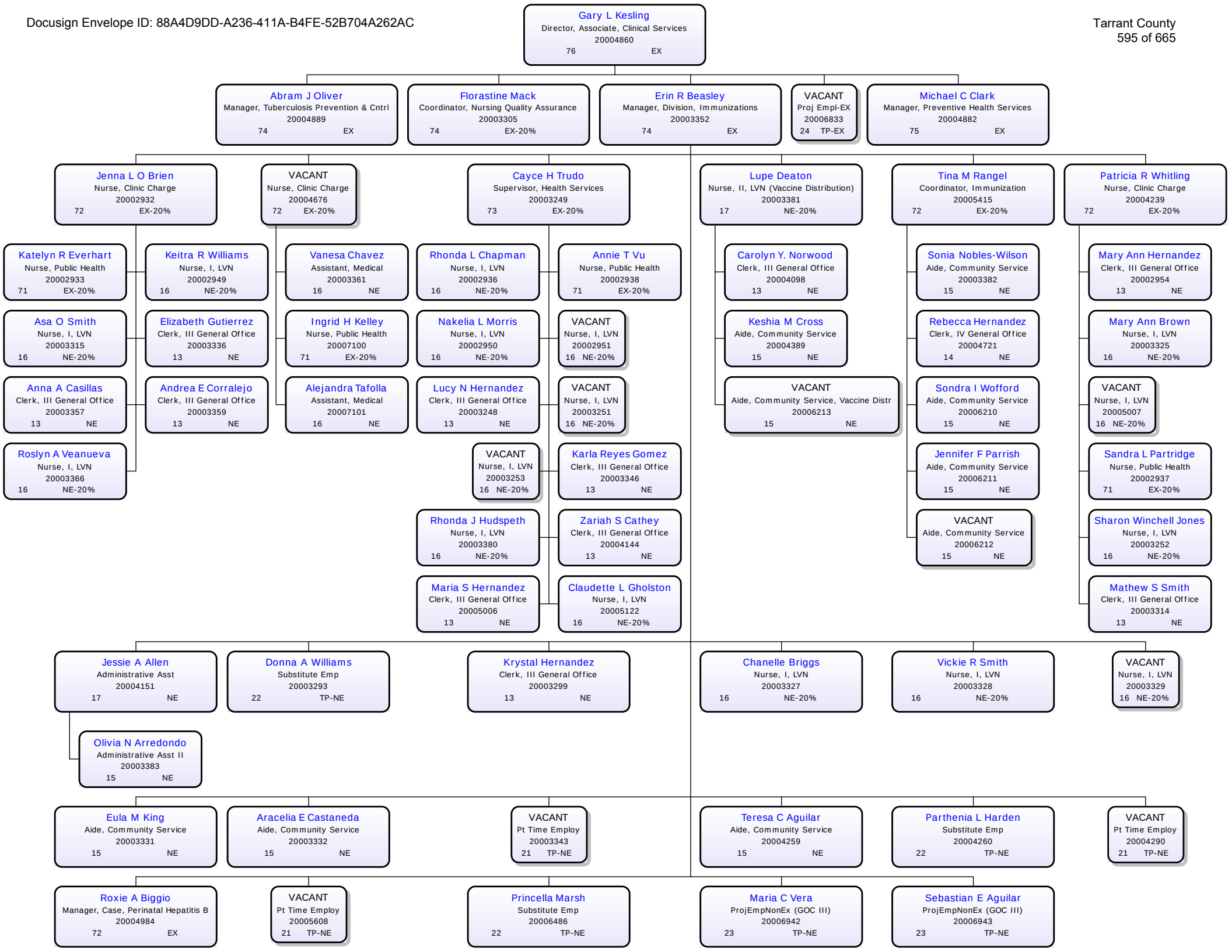
Evaluation Criteria/Notes (continued):

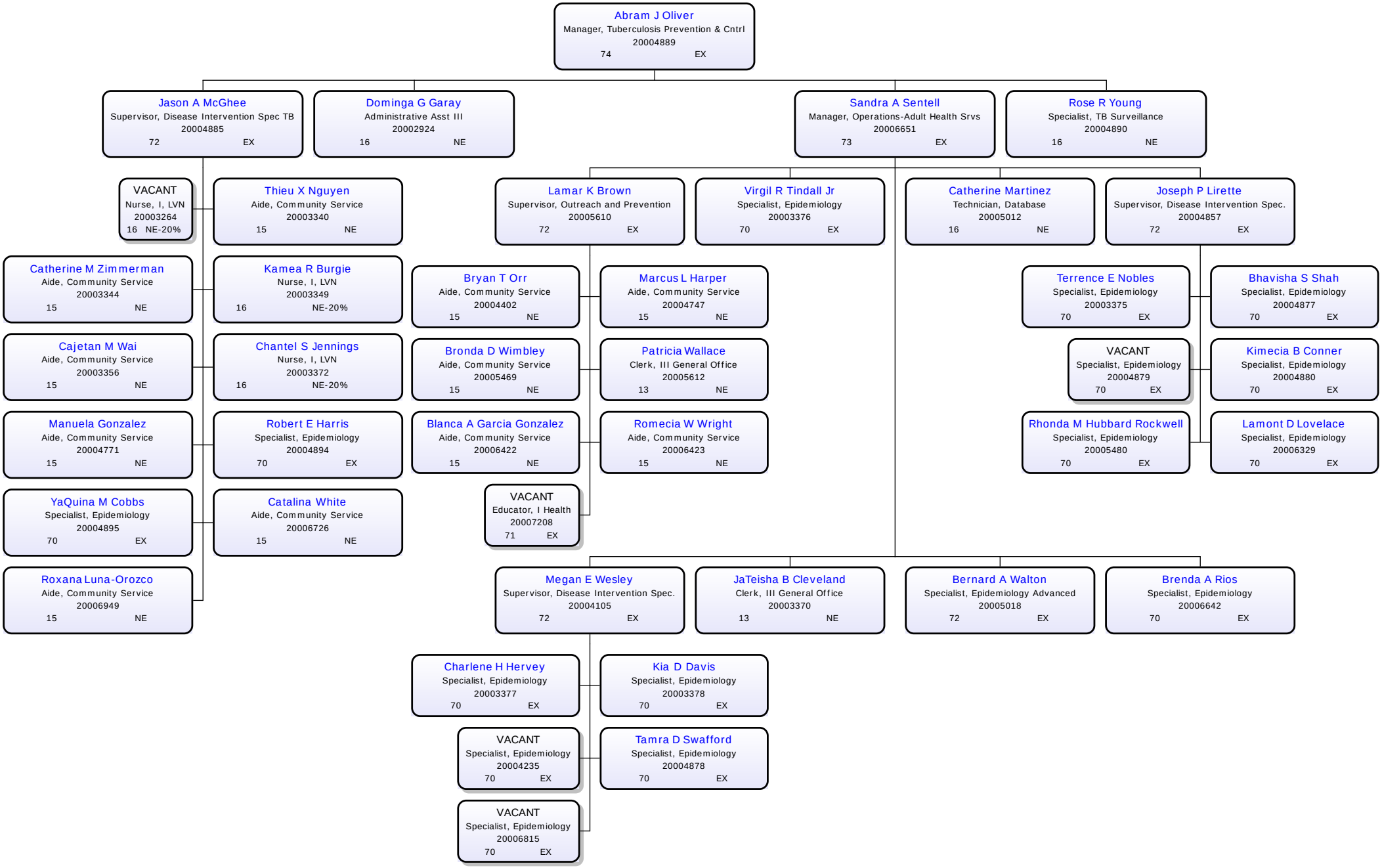
Attachment D-5: Agency Organizational Chart

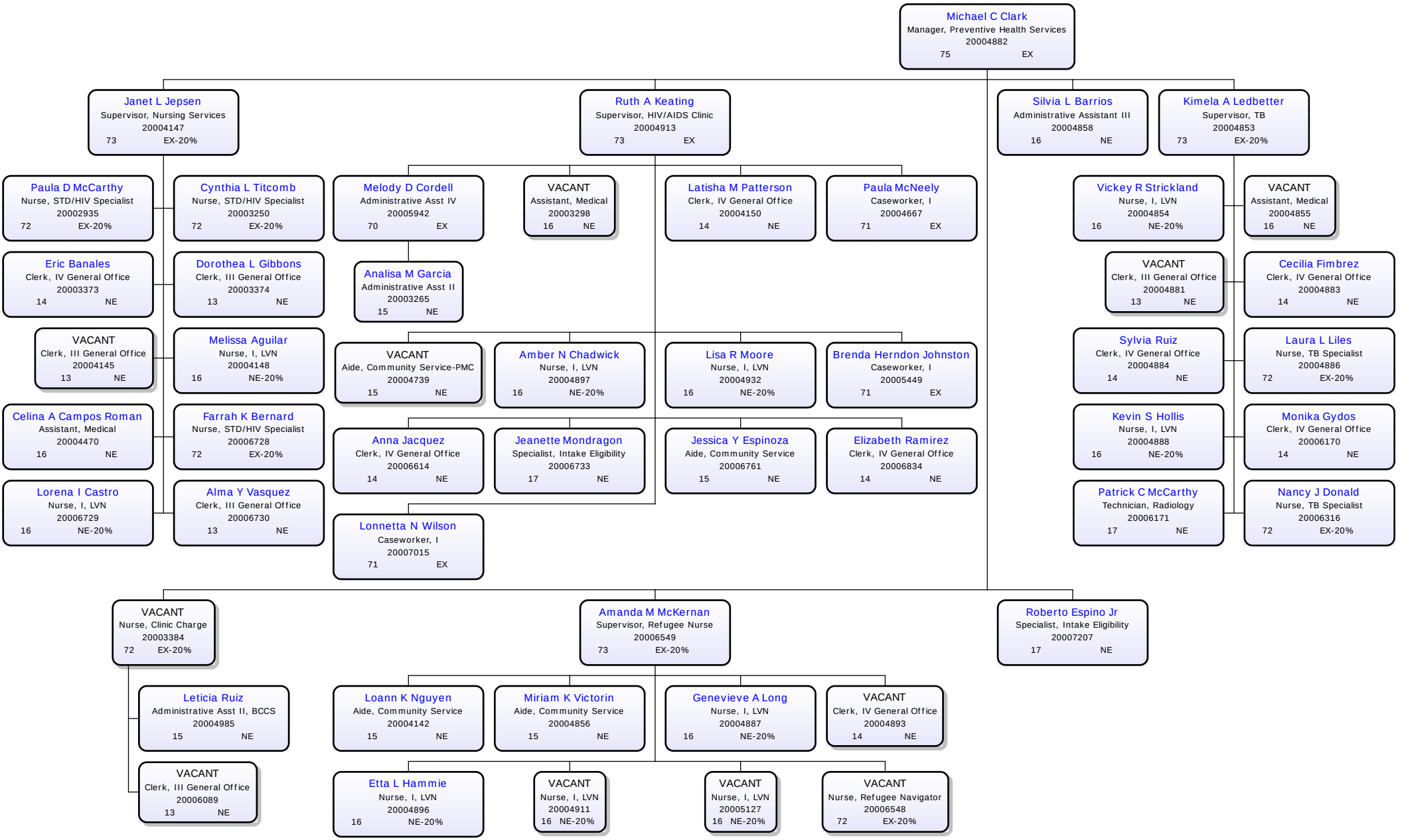


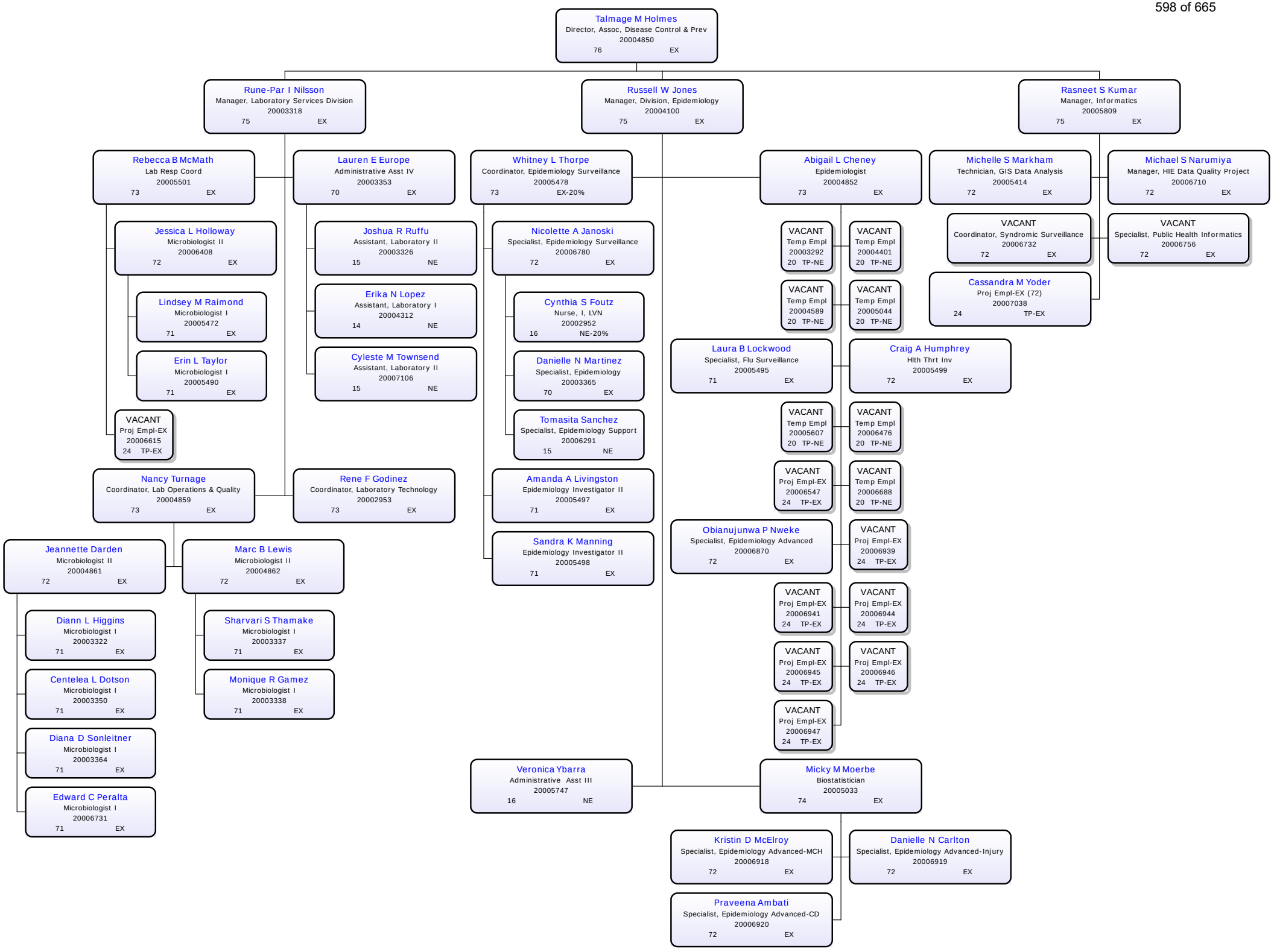

J'Vonnah L Maryman
Director, Associate, Family Services
20002926
76 EX
Glenda K Redeemer
Manager, Chronic Disease & Prevention
20003323
74 EX
Michelle F Cummings
Director, WIC
20006336
75 EX
Tiffany N Smith
Supervisor, Nurse Family Partnership
20006361
73 EX-20%
Marisol Vazquez
Coordinator, Prematurity Program
20006665
72 EX
VACANT
Aide, Community Service
20006679
15 NE
VACANT
Aide, Community Service
20006680
15 NE
Candace K Smallwood
Aide, Community Service
20006681
15 NE
Sonya Y Jones
Aide, Community Service
20006682
15 NE
Debra K Goldstein
Nurse, Specialist
20006362
72 EX-20%
Janelle C Mattox
Nurse, Specialist
20006363
72 EX-20%
Sandra J Andrews
Pt Time Employ
20006666
21 TP-NE
VACANT
Aide, Community Service
20006760
15 NE
Keisha Leatherman
Educator, II Health
20006702
72 EX
Pamela A Solomon
Educator, Health, Chronic Disease
20005282
70 EX
Sherry L Williams
Educator, Chronic Disease Health
20006158
70 EX
Dannielle T Cotto
Nurse, Specialist
20006364
72 EX-20%
Paige L Wood
Nurse, Specialist
20006365
72 EX-20%
Lauren J Butschek Neisler
Pt Time Employ
20006667
21 TP-NE
Argette M Watson
Aide, Community Service
20006689
15 NE
Marcella Torres
Aide, Community Service
20006693
15 NE
Leslie R Autry
Nurse, Specialist
20006366
72 EX-20%
Maury L Marin
Nurse, Specialist
20006367
72 EX-20%
Keaira L English
Pt Time Employ (Clerical)
20006701
21 TP-NE
VACANT
Aide, Community Service
20006694
15 NE
Anabel Scott
Aide, Community Service
20006695
15 NE
Sheyla J Morais Heminger
Nurse, Specialist
20006368
72 EX-20%
Brittany D Peete
Nurse, Specialist
20006369
72 EX-20%
Isel M Collazo Gomez
Educator, Prematurity Health
20006781
70 EX
Hilda O Mendoza
Educator, Chronic Disease Health
20006159
70 EX
Marianne O Pierce
Educator, Chronic Disease Health
20006351
70 EX
Fabian Lopez
Administrative Asst II
20006506
15 NE
Teresa M Gallagher
Aide, Community Service
20006684
15 NE
Estella M Esquivel
Administrative Asst III
20006370
16 NE
VACANT
Pt Time Employ
20006700
21 TP-NE
VACANT
Administrative Assistant III
20006840
16 NE
Patricia A Shearin
Coordinator, Child Fatality Review
20002922
72 EX
Maia S Dean
Substitute Emp
20004691
22 TP-NE
Jodi D Newton
Manager, CY Development Project
20004740
72 EX
VACANT
Coordinator, Women's Health
20006839
72 EX


Angela M K Hagy
Director, Deputy
20006925
06 MG
Kimberly L Pearce
Manager, HIPAA Compliance
20002931
73 EX
Catherine L Andler
Manager, Business
20002927
75 EX
Faith K Rivera
Proj Empl-EX (70)
20006940
24 TP-EX
Lea E Rowe
Manager, Business Solutions
20006657
74 EX
Donald P Fisher
Manager, Workforce Development
20005413
73 EX
Yvette M Wingate
Coordinator, Health Equity
20006294
73 EX
Stan W Geisler
Coordinator, Customer Service
20004106
72 EX
Frances D Beckworth
Coordinator, Revenue
20006292
73 EX
Gerald F Murray
Coordinator, Financial Portfolio
20006658
74 EX
Leslie A Sanchez
Administrative Asst IV, Administration
20003354
17 NE
Jackie E Lookofsky
Specialist, Insurance
20006813
18 NE
Enny Munoz
Specialist, Workforce Development
20006352
71 EX
Belinda G Hampton
Specialist, Community Engagement
20006921
72 EX
Bert P Wright III
Supervisor, Inventory & Records
20003367
16 NE
VACANT
ProjEmpNonEx
20002919
23 TP-NE
Antonio M Anguiano
Analyst, Budget
20006871
73 EX
Debra S MacLeod
Analyst, Account
20002921
71 EX
Carla E Hopkins
Specialist, Insurance
20006814
18 NE
Edrea A Au
Specialist, Minority Health
20006927
72 EX
Tan T Nguyen
Coordinator, Inventory
20005542
14 NE
Katrina Gail Elzy
Clerk, Administrative
20003360
16 NE
Mary E Calloway
Administrative Asst II
20006950
15 NE
Catherine A Taylor White
Administrative Asst III
20006873
16 NE
Noe Torres
Clerk, IV General Office
20005543
14 NE
Eileen Y Hogan
Analyst, Account
20003362
71 EX
Susan T Powell
Analyst, Account
20004104
71 EX
Sheena A Hargrove
Administrative Asst III
20006410
16 NE
Millie J McManus
Specialist, Contract
20006923
72 EX


Gary L Kesling
Director, Associate, Clinical Services
20004860
76 EX
Abram J Oliver
Manager, Tuberculosis Prevention & Cntrl
20004889
74 EX
Florastine Mack
Coordinator, Nursing Quality Assurance
20003305
74 EX-20%
Erin R Beasley
Manager, Division, Immunizations
20003352
74 EX
VACANT
Proj Empl-EX
20006833
24 TP-EX
Michael C Clark
Manager, Preventive Health Services
20004882
75 EX
Jenna L O Brien
Nurse, Clinic Charge
20002932
72 EX-20%
VACANT
Nurse, Clinic Charge
20004676
72 EX-20%
Cayce H Trudo
Supervisor, Health Services
20003249
73 EX-20%
Lupe Deaton
Nurse, II, LVN (Vaccine Distribution)
20003381
17 NE-20%
Tina M Rangel
Coordinator, Immunization
20005415
72 EX-20%
Patricia R Whitling
Nurse, Clinic Charge
20004239
72 EX-20%
Katelyn R Everhart
Nurse, Public Health
20002933
71 EX-20%
Keitra R Williams
Nurse, I, LVN
20002949
16 NE-20%
Vanesa Chavez
Assistant, Medical
20003361
16 NE
Rhonda L Chapman
Nurse, I, LVN
20002936
16 NE-20%
Annie T Vu
Nurse, Public Health
20002938
71 EX-20%
Carolyn Y. Norwood
Clerk, III General Office
20004098
13 NE
Sonia Nobles-Wilson
Aide, Community Service
20003382
15 NE
Mary Ann Hernandez
Clerk, III General Office
20002954
13 NE
Asa O Smith
Nurse, I, LVN
20003315
16 NE-20%
Elizabeth Gutierrez
Clerk, III General Office
20003336
13 NE
Ingrid H Kelley
Nurse, Public Health
20007100
71 EX-20%
Nakelia L Morris
Nurse, I, LVN
20002950
16 NE-20%
VACANT
Nurse, I, LVN
20002951
16 NE-20%
Keshia M Cross
Aide, Community Service
20004389
15 NE
Rebecca Hernandez
Clerk, IV General Office
20004721
14 NE
Mary Ann Brown
Nurse, I, LVN
20003325
16 NE-20%
Anna A Casillas
Clerk, III General Office
20003357
13 NE
Andrea E Corralejo
Clerk, III General Office
20003359
13 NE
Alejandra Tafolla
Assistant, Medical
20007101
16 NE
Lucy N Hernandez
Clerk, III General Office
20003248
13 NE
VACANT
Nurse, I, LVN
20003251
16 NE-20%
VACANT
Aide, Community Service, Vaccine Distr
20006213
15 NE
Sondra I Wofford
Aide, Community Service
20006210
15 NE
VACANT
Nurse, I, LVN
20005007
16 NE-20%
Roslyn A Veanueva
Nurse, I, LVN
20003366
16 NE-20%
VACANT
Nurse, I, LVN
20003253
16 NE-20%
Karla Reyes Gomez
Clerk, III General Office
20003346
13 NE
Jennifer F Parrish
Aide, Community Service
20006211
15 NE
Sandra L Partridge
Nurse, Public Health
20002937
71 EX-20%
Rhonda J Hudspeth
Nurse, I, LVN
20003380
16 NE-20%
Zariah S Cathey
Clerk, III General Office
20004144
13 NE
VACANT
Aide, Community Service
20006212
15 NE
Sharon Winchell Jones
Nurse, I, LVN
20003252
16 NE-20%
Maria S Hernandez
Clerk, III General Office
20005006
13 NE
Claudette L Gholston
Nurse, I, LVN
20005122
16 NE-20%
Mathew S Smith
Clerk, III General Office
20003314
13 NE
Jessie A Allen
Administrative Asst
20004151
17 NE
Donna A Williams
Substitute Emp
20003293
22 TP-NE
Krystal Hernandez
Clerk, III General Office
20003299
13 NE
Chanelle Briggs
Nurse, I, LVN
20003327
16 NE-20%
Vickie R Smith
Nurse, I, LVN
20003328
16 NE-20%
VACANT
Nurse, I, LVN
20003329
16 NE-20%
Olivia N Arredondo
Administrative Asst II
20003383
15 NE
Eula M King
Aide, Community Service
20003331
15 NE
Aracelia E Castaneda
Aide, Community Service
20003332
15 NE
VACANT
Pt Time Employ
20003343
21 TP-NE
Teresa C Aguilar
Aide, Community Service
20004259
15 NE
Parthenia L Harden
Substitute Emp
20004260
22 TP-NE
VACANT
Pt Time Employ
20004290
21 TP-NE
Roxie A Biggio
Manager, Case, Perinatal Hepatitis B
20004984
72 EX
VACANT
Pt Time Employ
20005608
21 TP-NE
Princella Marsh
Substitute Emp
20006486
22 TP-NE
Maria C Vera
ProjEmpNonEx (GOC III)
20006942
23 TP-NE
Sebastian E Aguilar
ProjEmpNonEx (GOC III)
20006943
23 TP-NE


Abram J Oliver
Manager, Tuberculosis Prevention & Cntrl
20004889
74 EX
Jason A McGhee
Supervisor, Disease Intervention Spec TB
20004885
72 EX
Dominga G Garay
Administrative Asst III
20002924
16 NE
Sandra A Sentell
Manager, Operations-Adult Health Srvs
20006651
73 EX
Rose R Young
Specialist, TB Surveillance
20004890
16 NE
VACANT
Nurse, I, LVN
20003264
16 NE-20%
Thieu X Nguyen
Aide, Community Service
20003340
15 NE
Lamar K Brown
Supervisor, Outreach and Prevention
20005610
72 EX
Virgil R Tindall Jr
Specialist, Epidemiology
20003376
70 EX
Catherine Martinez
Technician, Database
20005012
16 NE
Joseph P Lirette
Supervisor, Disease Intervention Spec.
20004857
72 EX
Catherine M Zimmerman
Aide, Community Service
20003344
15 NE
Kamea R Burgie
Nurse, I, LVN
20003349
16 NE-20%
Bryan T Orr
Aide, Community Service
20004402
15 NE
Marcus L Harper
Aide, Community Service
20004747
15 NE
Terrence E Nobles
Specialist, Epidemiology
20003375
70 EX
Bhavisha S Shah
Specialist, Epidemiology
20004877
70 EX
Cajetan M Wai
Aide, Community Service
20003356
15 NE
Chantel S Jennings
Nurse, I, LVN
20003372
16 NE-20%
Bronda D Wimbley
Aide, Community Service
20005469
15 NE
Patricia Wallace
Clerk, III General Office
20005612
13 NE
VACANT
Specialist, Epidemiology
20004879
70 EX
Kimecia B Conner
Specialist, Epidemiology
20004880
70 EX
Manuela Gonzalez
Aide, Community Service
20004771
15 NE
Robert E Harris
Specialist, Epidemiology
20004894
70 EX
Blanca A Garcia Gonzalez
Aide, Community Service
20006422
15 NE
Romecia W Wright
Aide, Community Service
20006423
15 NE
Rhonda M Hubbard Rockwell
Specialist, Epidemiology
20005480
70 EX
Lamont D Lovelace
Specialist, Epidemiology
20006329
70 EX
YaQuina M Cobbs
Specialist, Epidemiology
20004895
70 EX
Catalina White
Aide, Community Service
20006726
15 NE
VACANT
Educator, I Health
20007208
71 EX
Roxana Luna-Orozco
Aide, Community Service
20006949
15 NE
Megan E Wesley
Supervisor, Disease Intervention Spec.
20004105
72 EX
JaTeisha B Cleveland
Clerk, III General Office
20003370
13 NE
Bernard A Walton
Specialist, Epidemiology Advanced
20005018
72 EX
Brenda A Rios
Specialist, Epidemiology
20006642
70 EX
Charlene H Hervey
Specialist, Epidemiology
20003377
70 EX
Kia D Davis
Specialist, Epidemiology
20003378
70 EX
VACANT
Specialist, Epidemiology
20004235
70 EX
Tamra D Swafford
Specialist, Epidemiology
20004878
70 EX
VACANT
Specialist, Epidemiology
20006815
70 EX


Michael C Clark
Manager, Preventive Health Services
20004882
75 EX
Janet L Jepsen
Supervisor, Nursing Services
20004147
73 EX-20%
Ruth A Keating
Supervisor, HIV/AIDS Clinic
20004913
73 EX
Silvia L Barrios
Administrative Assistant III
20004858
16 NE
Kimela A Ledbetter
Supervisor, TB
20004853
73 EX-20%
Paula D McCarthy
Nurse, STD/HIV Specialist
20002935
72 EX-20%
Cynthia L Titcomb
Nurse, STD/HIV Specialist
20003250
72 EX-20%
Melody D Cordell
Administrative Asst IV
20005942
70 EX
VACANT
Assistant, Medical
20003298
16 NE
Latisha M Patterson
Clerk, IV General Office
20004150
14 NE
Paula McNeely
Caseworker, I
20004667
71 EX
Vickey R Strickland
Nurse, I, LVN
20004854
16 NE-20%
VACANT
Assistant, Medical
20004855
16 NE
Eric Banales
Clerk, IV General Office
20003373
14 NE
Dorothea L Gibbons
Clerk, III General Office
20003374
13 NE
Analisa M Garcia
Administrative Asst II
20003265
15 NE
VACANT
Clerk, III General Office
20004881
13 NE
Cecilia Fimbrez
Clerk, IV General Office
20004883
14 NE
VACANT
Clerk, III General Office
20004145
13 NE
Melissa Aguilar
Nurse, I, LVN
20004148
16 NE-20%
VACANT
Aide, Community Service-PMC
20004739
15 NE
Amber N Chadwick
Nurse, I, LVN
20004897
16 NE-20%
Lisa R Moore
Nurse, I, LVN
20004932
16 NE-20%
Brenda Herndon Johnston
Caseworker, I
20005449
71 EX
Sylvia Ruiz
Clerk, IV General Office
20004884
14 NE
Laura L Liles
Nurse, TB Specialist
20004886
72 EX-20%
Celina A Campos Roman
Assistant, Medical
20004470
16 NE
Farrah K Bernard
Nurse, STD/HIV Specialist
20006728
72 EX-20%
Anna Jacquez
Clerk, IV General Office
20006614
14 NE
Jeanette Mondragon
Specialist, Intake Eligibility
20006733
17 NE
Jessica Y Espinoza
Aide, Community Service
20006761
15 NE
Elizabeth Ramirez
Clerk, IV General Office
20006834
14 NE
Kevin S Hollis
Nurse, I, LVN
20004888
16 NE-20%
Monika Gydos
Clerk, IV General Office
20006170
14 NE
Lorena I Castro
Nurse, I, LVN
20006729
16 NE-20%
Alma Y Vasquez
Clerk, III General Office
20006730
13 NE
Lonnetta N Wilson
Caseworker, I
20007015
71 EX
Patrick C McCarthy
Technician, Radiology
20006171
17 NE
Nancy J Donald
Nurse, TB Specialist
20006316
72 EX-20%
VACANT
Nurse, Clinic Charge
20003384
72 EX-20%
Amanda M McKernan
Supervisor, Refugee Nurse
20006549
73 EX-20%
Roberto Espino Jr
Specialist, Intake Eligibility
20007207
17 NE
Leticia Ruiz
Administrative Asst II, BCCS
20004985
15 NE
Loann K Nguyen
Aide, Community Service
20004142
15 NE
Miriam K Victorin
Aide, Community Service
20004856
15 NE
Genevieve A Long
Nurse, I, LVN
20004887
16 NE-20%
VACANT
Clerk, IV General Office
20004893
14 NE
VACANT
Clerk, III General Office
20006089
13 NE
Etta L Hammie
Nurse, I, LVN
20004896
16 NE-20%
VACANT
Nurse, I, LVN
20004911
16 NE-20%
VACANT
Nurse, I, LVN
20005127
16 NE-20%
VACANT
Nurse, Refugee Navigator
20006548
72 EX-20%


Talmage M Holmes
Director, Assoc, Disease Control & Prev
20004850
76 EX
Rune-Par I Nilsson
Manager, Laboratory Services Division
20003318
75 EX
Russell W Jones
Manager, Division, Epidemiology
20004100
75 EX
Rasneet S Kumar
Manager, Informatics
20005809
75 EX
Rebecca B McMath
Lab Resp Coord
20005501
73 EX
Lauren E Europe
Administrative Asst IV
20003353
70 EX
Whitney L Thorpe
Coordinator, Epidemiology Surveillance
20005478
73 EX-20%
Abigail L Cheney
Epidemiologist
20004852
73 EX
Michelle S Markham
Technician, GIS Data Analysis
20005414
72 EX
Michael S Narumiya
Manager, HIE Data Quality Project
20006710
72 EX
Jessica L Holloway
Microbiologist II
20006408
72 EX
Joshua R Ruffu
Assistant, Laboratory II
20003326
15 NE
Nicolette A Janoski
Specialist, Epidemiology Surveillance
20006780
72 EX
VACANT
Temp Empl
20003292
20 TP-NE
VACANT
Temp Empl
20004401
20 TP-NE
VACANT
Coordinator, Syndromic Surveillance
20006732
72 EX
VACANT
Specialist, Public Health Informatics
20006756
72 EX
Lindsey M Raimond
Microbiologist I
20005472
71 EX
Erika N Lopez
Assistant, Laboratory I
20004312
14 NE
Cynthia S Foutz
Nurse, I, LVN
20002952
16 NE-20%
VACANT
Temp Empl
20004589
20 TP-NE
VACANT
Temp Empl
20005044
20 TP-NE
Cassandra M Yoder
Proj Empl-EX (72)
20007038
24 TP-EX
Erin L Taylor
Microbiologist I
20005490
71 EX
Cyleste M Townsend
Assistant, Laboratory II
20007106
15 NE
Danielle N Martinez
Specialist, Epidemiology
20003365
70 EX
Laura B Lockwood
Specialist, Flu Surveillance
20005495
71 EX
Craig A Humphrey
Hlth Thrt Inv
20005499
72 EX
VACANT
Proj Empl-EX
20006615
24 TP-EX
Tomasita Sanchez
Specialist, Epidemiology Support
20006291
15 NE
VACANT
Temp Empl
20005607
20 TP-NE
VACANT
Temp Empl
20006476
20 TP-NE
Nancy Turnage
Coordinator, Lab Operations & Quality
20004859
73 EX
Rene F Godinez
Coordinator, Laboratory Technology
20002953
73 EX
Amanda A Livingston
Epidemiology Investigator II
20005497
71 EX
VACANT
Proj Empl-EX
20006547
24 TP-EX
VACANT
Temp Empl
20006688
20 TP-NE
Obianujunwa P Nweke
Specialist, Epidemiology Advanced
20006870
72 EX
Sandra K Manning
Epidemiology Investigator II
20005498
71 EX
VACANT
Proj Empl-EX
20006939
24 TP-EX
Jeannette Darden
Microbiologist II
20004861
72 EX
Marc B Lewis
Microbiologist II
20004862
72 EX
VACANT
Proj Empl-EX
20006941
24 TP-EX
VACANT
Proj Empl-EX
20006944
24 TP-EX
Diann L Higgins
Microbiologist I
20003322
71 EX
Sharvari S Thamake
Microbiologist I
20003337
71 EX
VACANT
Proj Empl-EX
20006945
24 TP-EX
VACANT
Proj Empl-EX
20006946
24 TP-EX
Centelea L Dotson
Microbiologist I
20003350
71 EX
Monique R Gamez
Microbiologist I
20003338
71 EX
VACANT
Proj Empl-EX
20006947
24 TP-EX
Diana D Sonleitner
Microbiologist I
20003364
71 EX
Veronica Ybarra
Administrative Asst III
20005747
16 NE
Micky M Moerbe
Biostatistician
20005033
74 EX
Edward C Peralta
Microbiologist I
20006731
71 EX
Kristin D McElroy
Specialist, Epidemiology Advanced-MCH
20006918
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Danielle N Carlton
Specialist, Epidemiology Advanced-Injury
20006919
72 EX
Praveena Ambati
Specialist, Epidemiology Advanced-CD
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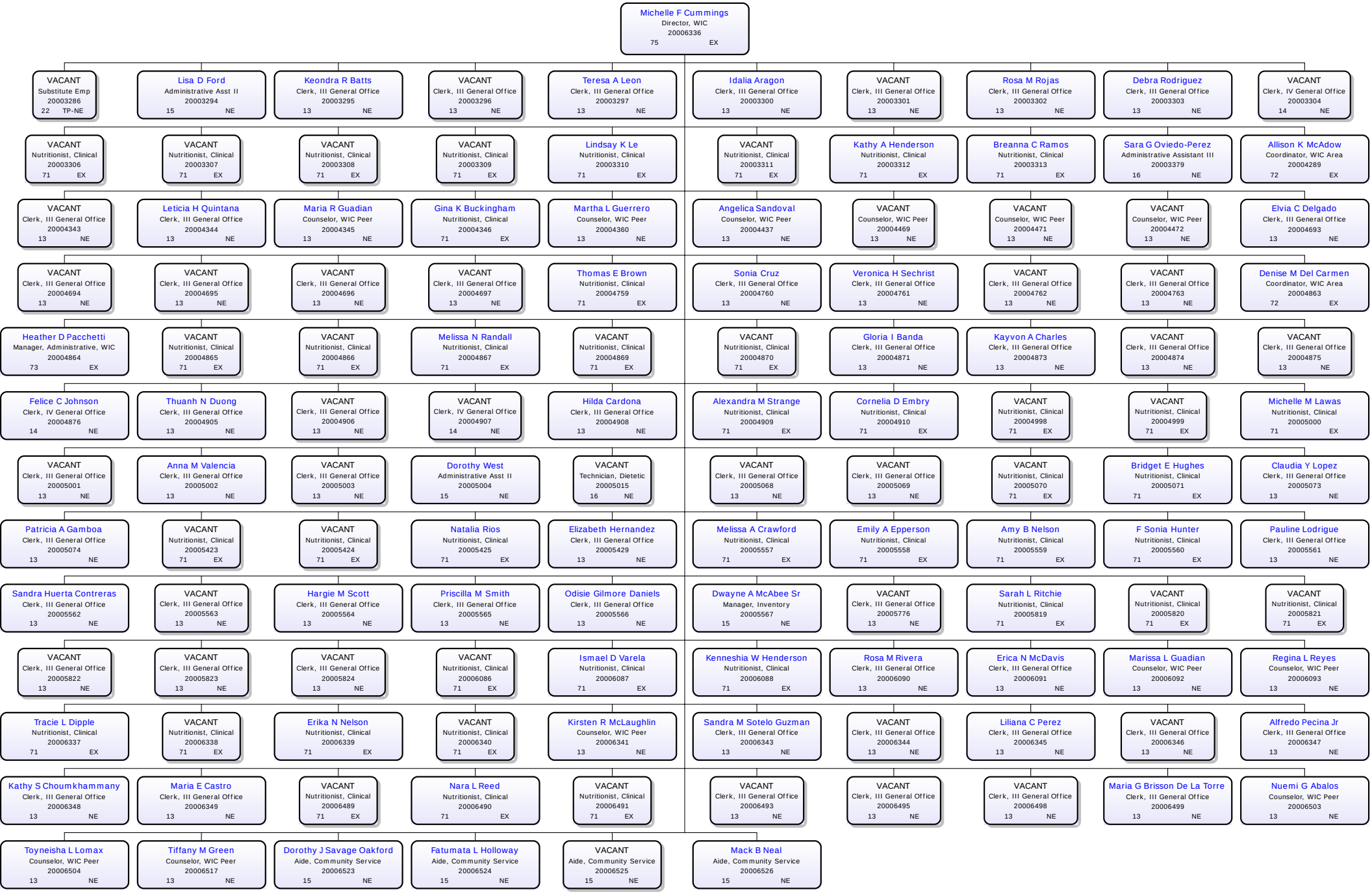
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VACANT
Substitute Emp
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22 TP-NE
Lisa D Ford
Administrative Asst II
20003294
15 NE
Keondra R Batts
Clerk, III General Office
20003295
13 NE
VACANT
Clerk, III General Office
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Teresa A Leon
Clerk, III General Office
20003297
13 NE
Idalia Aragon
Clerk, III General Office
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VACANT
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20003301
13 NE
Rosa M Rojas
Clerk, III General Office
20003302
13 NE
Debra Rodriguez
Clerk, III General Office
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13 NE
VACANT
Clerk, IV General Office
20003304
14 NE
VACANT
Nutritionist, Clinical
20003306
71 EX
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Lindsay K Le
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VACANT
Nutritionist, Clinical
20003311
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Kathy A Henderson
Nutritionist, Clinical
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Breanna C Ramos
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71 EX
Sara G Oviedo-Perez
Administrative Assistant III
20003379
16 NE
Allison K McAdow
Coordinator, WIC Area
20004289
72 EX
VACANT
Clerk, III General Office
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Leticia H Quintana
Clerk, III General Office
20004344
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Maria R Guadian
Counselor, WIC Peer
20004345
13 NE
Gina K Buckingham
Nutritionist, Clinical
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Martha L Guerrero
Counselor, WIC Peer
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13 NE
Angelica Sandoval
Counselor, WIC Peer
20004437
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Thomas E Brown
Nutritionist, Clinical
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Sonia Cruz
Clerk, III General Office
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Veronica H Sechrist
Clerk, III General Office
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13 NE
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Clerk, III General Office
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VACANT
Clerk, III General Office
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Coordinator, WIC Area
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Heather D Pacchetti
Manager, Administrative, WIC
20004864
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Melissa N Randall
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Technician, Dietetic
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Patricia A Gamboa
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Priscilla M Smith
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Clerk, III General Office
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Dwayne A McAbee Sr
Manager, Inventory
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Sarah L Ritchie
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Ismael D Varela
Nutritionist, Clinical
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Kenneshia W Henderson
Nutritionist, Clinical
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Rosa M Rivera
Clerk, III General Office
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Erica N McDavis
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Marissa L Guadian
Counselor, WIC Peer
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Regina L Reyes
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Tracie L Dipple
Nutritionist, Clinical
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Erika N Nelson
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Kirsten R McLaughlin
Counselor, WIC Peer
20006341
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Sandra M Sotelo Guzman
Clerk, III General Office
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13 NE
Liliana C Perez
Clerk, III General Office
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VACANT
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Alfredo Pecina Jr
Clerk, III General Office
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Kathy S Choumkhammany
Clerk, III General Office
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Maria E Castro
Clerk, III General Office
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Nara L Reed
Nutritionist, Clinical
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Clerk, III General Office
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Maria G Brisson De La Torre
Clerk, III General Office
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Nuemi G Abalos
Counselor, WIC Peer
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Toyneisha L Lomax
Counselor, WIC Peer
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Tiffany M Green
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Dorothy J Savage Oakford
Aide, Community Service
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Fatumata L Holloway
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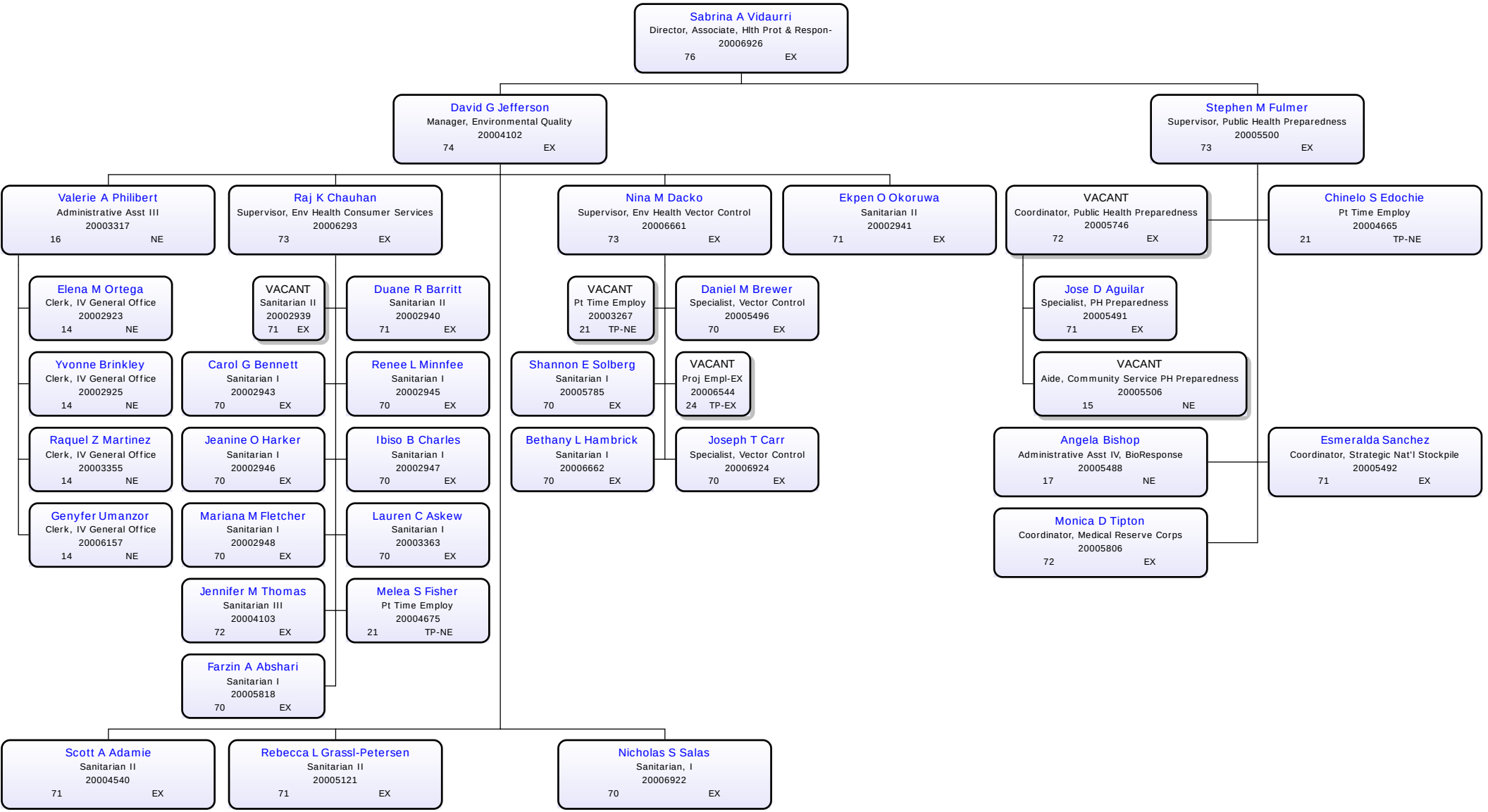
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Director, Associate, Hlth Prot & Respon-
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David G Jefferson
Manager, Environmental Quality
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Stephen M Fulmer
Supervisor, Public Health Preparedness
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73 EX
Valerie A Philibert
Administrative Asst III
20003317
16 NE
Raj K Chauhan
Supervisor, Env Health Consumer Services
20006293
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Nina M Dacko
Supervisor, Env Health Vector Control
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73 EX
Ekpen O Okoruwa
Sanitarian II
20002941
71 EX
VACANT
Coordinator, Public Health Preparedness
20005746
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Chinelo S Edochie
Pt Time Employ
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Elena M Ortega
Clerk, IV General Office
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Duane R Barritt
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Pt Time Employ
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Daniel M Brewer
Specialist, Vector Control
20005496
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Jose D Aguilar
Specialist, PH Preparedness
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Yvonne Brinkley
Clerk, IV General Office
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Carol G Bennett
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Renee L Minnfee
Sanitarian I
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Shannon E Solberg
Sanitarian I
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Raquel Z Martinez
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Ibiso B Charles
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Joseph T Carr
Specialist, Vector Control
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Angela Bishop
Administrative Asst IV, BioResponse
20005488
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Esmeralda Sanchez
Coordinator, Strategic Nat'l Stockpile
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Genyfer Umanzor
Clerk, IV General Office
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Mariana M Fletcher
Sanitarian I
20002948
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Lauren C Askew
Sanitarian I
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Monica D Tipton
Coordinator, Medical Reserve Corps
20005806
72 EX
Jennifer M Thomas
Sanitarian III
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Melea S Fisher
Pt Time Employ
20004675
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Farzin A Abshari
Sanitarian I
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Scott A Adamie
Sanitarian II
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71 EX
Rebecca L Grassl-Petersen
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Nicholas S Salas
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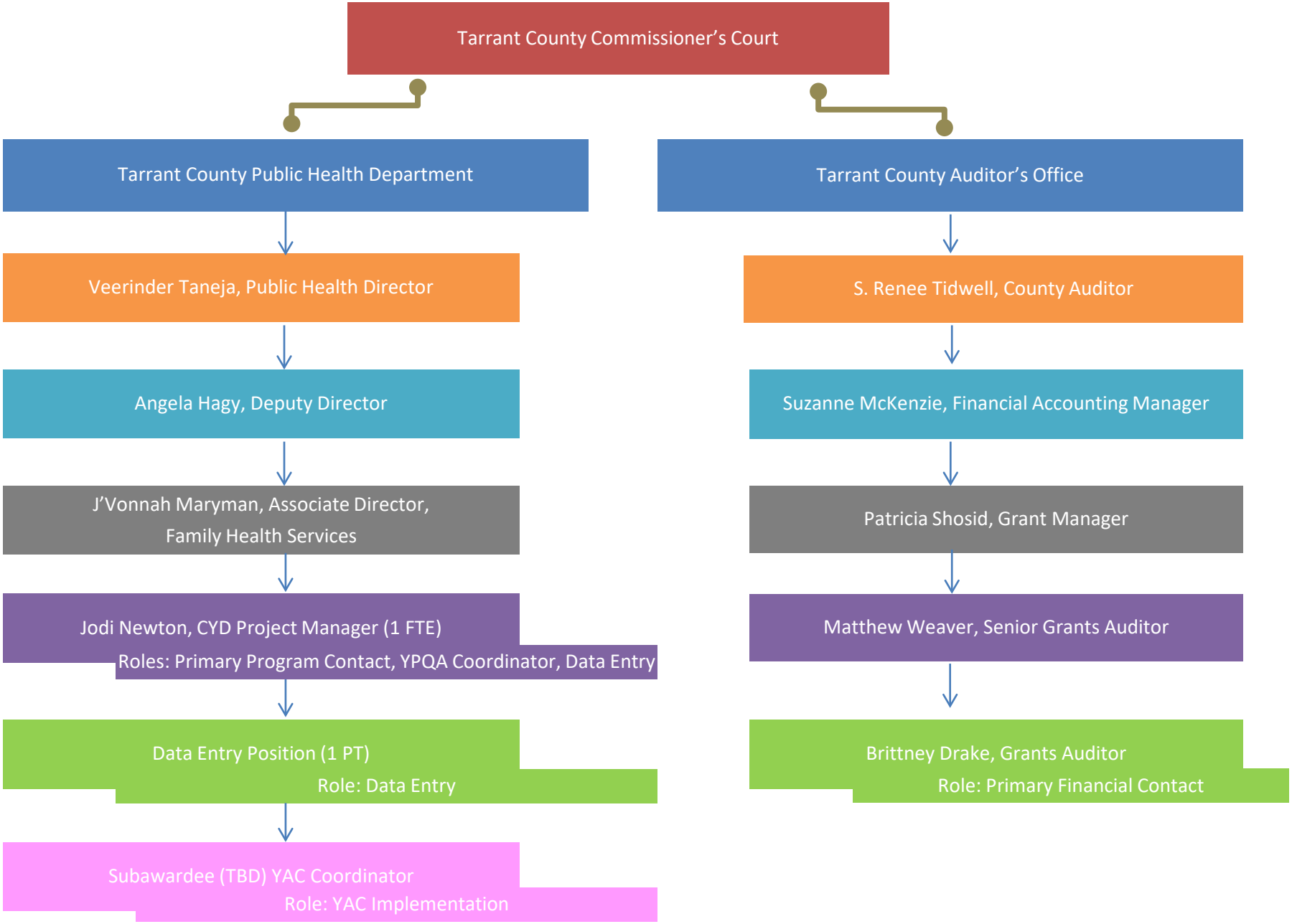
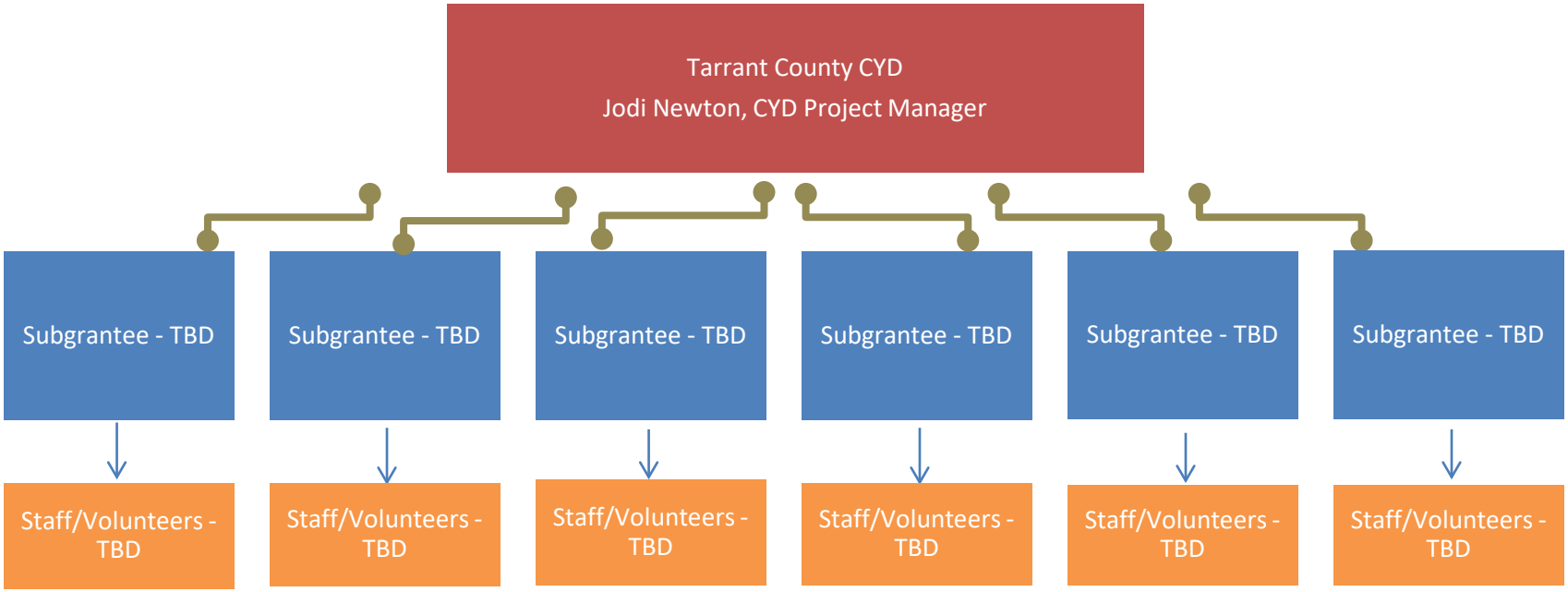
Attachment D-6: CYD Program Chart



Attachment D-7: Subawardee Organizational Chart



Attachment D-8: Risk Assessment Tools

N/A - Tarrant County CYD monitors all subgrantees on an annual basis. Risk assessments are not used.

Attachment D-9-a: Monitoring Tools-Administrative

Community Youth Development (CYD) – FY22
SUBAWARD ADMINISTRATIVE MONITORING TOOL
Tarrant County, Texas

BACKGROUND (Section I)

Date of Review:

Name of Fiscal Agent:
DFPS Contract Number:

Subaward Organization Name:
Program Name:
Program Service Dates:

Contact Name:
Contact Phone Number:
Address of Monitoring:

ADMINISTRATION (Section II)

1. **Describe all communication methods and means for clients to access services:**

2. **Maintenance of Contract**

   A. **Does the provider have the FY22 CYD subaward contract on file?** Yes or No?

      If yes, where is it maintained?

   B. **Does the provider have plan changes and/or budget transfers on file?** Yes, No, or N/A?

      If yes, where are they maintained?

3. **Maintenance of Data Collection Forms:**

   A. **Does the provider have current internal written procedures and deadlines in place for processing CYD data collection forms monthly?** Yes or No?

      If yes, insert copy as attachment.

   B. **Does the provider turn in programmatic forms to the Fiscal Agent according to the desk review deadline dates?** Yes or No?

Programmatic Forms:
Monthly Report
Monthly Service Tracking Form
Attendance Logs
Participant Forms
Training Certificates

If no, explain:

C. **Does the provider turn in monthly billings to the Fiscal Agent according to the desk review deadline dates?** Yes or No?

If no, explain:

D. **Does the provider have daily/monthly sign-in sheets or attendance logs on file for all CYD services?** Yes or No?

If yes, where are they located?

If yes, do they include a signature certifying the validity of the information? Yes or No?

E. **Does the provider have Monthly Service Tracking Forms on file?** Yes or No?

If yes, where are the forms located?

F. **Does the provider have individual/group progress notes, materials/hand-outs used, and additional documentation on file as appropriate to the program?** Yes or No?

If yes, describe:

EMPLOYEES / VOLUNTEERS (Section III)

1. **List employees working with CYD, including position title and role.**

2. **List volunteers working with CYD. What is their role, and how are they used?**

3. **Are job descriptions on file for each employee and volunteer position?** Yes or No?

If no, explain:

If yes, where are job descriptions filed?

4. **How are appropriate levels of staff maintained to operate the program, per your contract with Tarrant County?**

5. **Has staff turnover been a problem?** Yes or No?

If yes, how is it being addressed?

6. **Is the staffing plan outlined in the provider's CYD contract being followed?** Yes or No?

   If no, explain:

7. **Does the current Signature Authority Designation form on file with CYD list the current and correct signatories?** Yes or No?

   If no, explain:

CRIMINAL BACKGROUND CHECKS (Section IV)

1. **How are employees and volunteers screened?**

   List all methods:

2. **Are agency Criminal Background Checks (CBC) on file for all employees and volunteers?** Yes or No?

   If no, explain:

3. **Were all DFPS clearances (criminal history, abuse/neglect, and FBI if applicable) received before the employee or volunteer began work with CYD?** Yes or No?

   If no, explain:

4. **Where are files located to validate criminal background checks?**

5. **Are they kept secure?** Yes or No?

PERSONNEL FILES (Section V)

1. **Where are personnel files located?**

2. **Are they kept secure?** Yes or No?

3. **Do all employees meet the education requirements (must be at least 18 years of age, have a High School Diploma or GED, and 1 year of experience in the health and human services field to include work with youth)?** Yes or No?

   If no, explain:

4. Personnel Files Checklist:

Employee/Volunteer Name	Employee or Volunteer	I-9	Job Description	Resume or Application	Diploma or Transcript	New Hire Training	Annual Agency/CYD Training	Cultural Competency Training	Form 2970c	Form 2971c	DPS Clearance (criminal)	FPS Clearance (abuse/neglect)	FBI Clearance	Clearance completed every 2 years

Are all forms on file for employees and volunteers as required under contract? Yes or No?

If no, explain:

<u>TRAINING (Section VI)</u>

1. How are employees trained?

2. How are volunteers trained?

3. Have all staff and volunteers received new hire training? Yes or No?

If no, explain:

4. Have all staff received 9 hours of annual training during FY22? Yes or No?

If no, explain:

5. Have all staff and volunteers received 3 hours of Cultural Competency training during FY22? Yes or No?

If no, explain:

6. What types of training does the provider offer to staff and volunteers to address reporting suspected abuse, neglect, or exploitation of a client?

7. Service Providers must provide monthly (minimum) supervision of all staff that provide direct services to clients, including volunteers. This supervision must provide the direct staff and volunteers an opportunity to gain professional development, support, and advice about their work with the clients. Describe this process for your organization:

INTERNAL CONTROLS / CLIENT CONFIDENTIALITY (Section VII)

1. **Are CYD Data Authorization forms on file for all participants?** Yes or No?

   If no, explain:

2. **Where are files located to validate CYD participant records?**

3. **Are CYD participants records kept secure?** Yes or No?

4. **Specify the internal control measures the provider implements in order to maintain the confidentiality of participant files.**

5. **Client File Checklist (25% or 30 max):**

Client Name		PEIRS Enrollment ID Number	CYD Data Authorization Form	Eligibility for Program Participation Form	Pre-Survey	Post-Survey	Program Experience Survey

REPORTING ABUSE (Section VIII)

1. **What would your staff do if they suspected abuse, neglect or exploitation of a client?**

CHILDCARE LICENSING (Section IX)

1. **Has your agency applied for or received either a childcare license or exemption from DFPS Childcare Licensing Division?** Yes, No or N/A?

   If yes, insert copy as attachment.

2-1-1 AREA INFORMATION CENTER (Section X)

1. **Has the agency added their services to the 2-1-1 Texas and United Way of Tarrant County 2-1-1 Community Resource Directory? Were both updated appropriately within 30 days of any changes in the scope of the program?** Yes or No?

   Explain details:

OTHER CONCERNS (Section XI)

1. **List other Concerns:**

ADMINISTRATIVE MONITORING COMPLETED (Section XII):

Agency Representatives Participating in Monitoring Review:

CYD Staff Conducting Monitoring Review:

Attachment D-9-b: Monitoring Tools-Program

Community Youth Development (CYD) – FY22
SUBAWARD PROGRAM MONITORING TOOL
Tarrant County, Texas

BACKGROUND (Section I)

Date of Review:

Name of Fiscal Agent:
DFPS Contract Number:

Subaward Organization Name:
Program Name:
Program Service Dates:

Contact Name:
Contact Phone Number:
Address of Monitoring:

PLAN OF OPERATIONS (Section II)

1. **List subcontractor service location(s), days, and times documented in current CYD Project Work Plan:**

2. **Are CYD services occurring at any locations(s), days, or times not listed in the current CYD Project Work Plan?** Yes or No?

   If yes, list current service information:

3. **List subcontractor's service type(s):**

4. **Is the subcontractor providing programming under the contracted service type(s)?** Yes or No?

   If no, explain:

5. **Is the subcontractor providing programming according to their program description in the CYD Project Work Plan?** Yes or No?

   If no, explain:

6. **List referral sources:**

7. **What could be done to improve the program?**

CYD REQUIRED PROGRAM SERVICES (Section III)

1. Youth Advisory Committee (YAC) and Youth Leadership Development (YLD):

A. Is your agency the subcontracted YAC and YLD provider for 76106/76164? Yes or No?

<u>If Yes</u>:

1) Do you have 10-20 youth per month who participate in YAC meetings (verify through local roster)? Yes or No?

If no, explain:

2) Are YAC meetings held at least once per month according to the monthly service tracking form and monthly agency sign-in sheets? Yes or No?

If no, explain:

3) Do you provide at least one YLD community service activity per month according to the monthly service tracking form and monthly agency sign-in sheets? Yes or No?

If no, explain:

4) Have you had two YAC representatives attend at least <u>75%</u> of the Community Collaborative Committee meetings held since September 1 (use CCC attendance log to track adherence)? Yes or No?

If no, explain:

5) Describe your process for ensuring opportunities are provided to youth to serve in leadership roles in YAC and the larger community.

<u>YAC</u>:
<u>Larger Community</u>:

<u>If No</u>:

1) Do any of your CYD youth participate in YAC? Yes or No?

If yes, describe their role in YAC:

If yes, describe your process for referring youth to YAC:

If yes, how do they benefit from YAC?

2) Describe your process for ensuring opportunities are provided to youth to serve in leadership roles in your individual program and the larger community.

Individual Program:

Larger Community:

2. Mentoring:

A. Is your agency the subcontracted Mentoring provider for CYD? Yes or No?

If Yes:

1) Describe the mentoring services provided and the mentoring guidelines:

2) Describe the specific mentoring needs of youth that you serve:

If No:

1) Does your program offer any type of mentoring? Yes or No?

If yes, please explain:

2) Describe the specific mentoring needs of youth that you serve:

CYD YOUTH ELIGIBILITY (Section IV)

1. Do 100% of youth served in your program live and/or attend school in the CYD ZIP codes? Yes or No?

2. Age Requirements.

A. Are 100% of youth served between the ages of 6 and 17 years old? Yes or No?

B. What is the percentage of youth served between the ages of 10 to 17 (using age at FY registration)?

C. What is the percentage of youth served between the ages of 6 to 9?

1) Is it under 30%? Yes or No?

If no, explain how your program will meet this requirement:

CYD PROGRAM PROGRESS (Section V)

1. What is your participant goal for Fiscal Year?

youth

What is your actual participant output / % of goal?

youth / %

2. **What is your average monthly output goal for Fiscal Year?**

youth per month

What is your actual average monthly output / % of goal?

youth per month / %

On Target? Yes, No or N/A?

If no, explain and provide a detailed corrective action to be taken:

3. **What program services do you provide that will help youth increase protective factors?**

Explain:

4. **95% of program youth (ages 10-16) not engaged in delinquent behavior?** Yes, No or N/A?

If No or N/A, explain:

5. **Has your agency been placed on a Corrective Action Plan (CAP) to address any fiscal or programmatic performance and compliance areas regarding contracted services?** Yes, No or N/A?

Explain:

Corrective Action Plan (if applicable):

6. **How will you ensure that the intended program goals or measures are met before the end of the fiscal year?**

7. **Name some of the barriers you are experiencing in carrying out your program operations.**

8. **Does your agency think it should be a future CYD service provider?** Yes or No?

Explain:

COMMUNITY AWARENESS (Section VI)

1. **Has agency ensured that at least one agency representative attend at least 75% of the Community Collaborative Committee meetings held since September 1 (use CCC attendance log to track adherence)?** Yes or No?

   If no, explain:

2. **How does your agency advertise or promote the CYD Program to the community?**

3. **Do you have written community awareness information regarding your CYD program? Is the information available in Spanish, whether print or vocal?** Yes or No?

   If yes, insert copy as attachment.

4. **How current is the information you are providing the community? How often is community awareness information updated?**

5. **Does the community appear to be involved with and in support of the program?** Yes or No?

   Explain:

TRAINING AND TECHNICAL ASSISTANCE (Section VII)

1. **Describe any training and/or technical assistance the subgrantee feels would be beneficial to the program.**

2. **List any special area of training or technical assistance the subgrantee would like for the Project Manager and/or DFPS to provide.**

OTHER CONCERNS (Section VIII)

1. **List other Concerns:**

PROGRAM MONITORING COMPLETED (Section IX):

Agency Representatives Participating in Monitoring Review:

CYD Staff Conducting Monitoring Review:

TARRANT COUNTY FISCAL MONITORING TOOL

Subgrantee Name: _____ **Contract #:** _____ **Date:** _____

Reviewer: _____ **Fiscal Year:** _____ **Month(s) Reviewed:** _____

Objective: To define and document the scope and focus of the monitoring review.

Documentation Item	Responses/Comments/Remarks
A. Has the monitoring team reviewed the most current versions of the following: • 2 CFR 200 • Texas Administrative Code • Contract Handbook • Contract including Service Provisions, Outputs/Inputs and Match Requirements	☐ Yes ☐ No Comments:
B. If required, is there a completed current fiscal year ICSQ or ICC in the contract file? (If not, the required, completed ICSQ or ICC must be obtained from the subgrantee.)	☐ Yes ☐ No Date of Original ICSQ: _____ Comments:
C. Is the ICSQ complete with submittals, comments and documents attached?	☐ Yes ☐ No Comments:
D. Based on your review of the ICSQ, are there any potential issues	☐ Yes ☐ No

Documentation Item	Responses/Comments/Remarks
or areas of concern based on your review of the ICSQ? If so, what are they?	Comments:
E. Has the monitoring team researched other risk assessment information, including: • Client complaints from caseworkers and Child Care Licensing staff • Serious incidents • Corrected/adjusted billings • Any audits and/or reviews conducted by program staff or others • Prior monitoring reports • Any other pertinent contract documentation	☐ Yes ☐ No Comments:
F. Is the monitoring team using the most current versions of the monitoring tools?	☐ Yes ☐ No Comments:
G. What is the total amount of all monthly payments made to the subgrantee for the current contract period?	Comments:
H. What is the focus of this monitoring review (programmatic, fiscal	☐ Programmatic ☐ Fiscal ☐ Both

Documentation Item	Responses/Comments/Remarks
or both)?	Comments:
I. What is the scope of this monitoring review (months to be tested and test areas)?	Comments:
J. Has the sampling methodology been documented on the Sampling Worksheet?	☐ Yes ☐ No Comments:
K. Document the number of resources and days/hours required to complete the monitoring review.	Comments:
L. What are the dates on which the monitoring will be conducted?	Comments:

Note: As you are conducting this review, any overpayments and/or underpayments should be documented on the *Monitoring Summary Sheet* page of this monitoring tool.

Cost Allocation Plan/Method

Subgrantee Name: _____ **Contract #:** _____ **Date:** _____

Reviewer: _____ **Fiscal Year:** _____ **Month(s) Reviewed:** _____

Objective: To determine if the subgrantee has a properly documented cost allocation plan/method.

Documentation Item	Responses/Comments/Remarks
A. Does the subgrantee have a written plan/method for allocating expenditures/purchases to each of its funding sources, including CYD Program?	☐ Yes ☐ No Comments:
B. Does the written allocation plan/method document and explain how the costs are to be allocated and why?	☐ Yes ☐ No Comments:
C. If the subgrantee does not have a written allocation plan/method, can the subgrantee legitimately explain how shared costs are allocated? **Note:** If the cost allocation plan/method is not written, the subgrantee will be required to properly document the plan.	☐ Yes ☐ No Comments:
D. Does the subgrantee's cost allocation plan/method comply with state and federal regulations (e.g., reasonable and equitable)?	☐ Yes ☐ No Comments:
E. Is CYD Program receiving its fair share of shared costs based on the method used for cost allocation?	☐ Yes ☐ No Comments:

Salaries

Subgrantee Name: _____ **Contract #:** _____ **Date:** _____

Reviewer: _____ **Fiscal Year:** _____ **Month(s) Reviewed:** _____

Enter a check mark for "yes", an x for "no", or n/a for "not applicable", as appropriate, on the worksheet in the respective column once the item has been tested.

Objective: To determine if Salary expenditures are allowable, authorized, properly supported and correctly allocated to the CYD Program contract.

Legend
Accuracy of Supporting Documents
a) For selected hourly employees, do the hours worked multiplied by the hourly rate equal the gross pay as per the automated payroll system?
b) Is the amount paid in close proximity to (not materially different from) the amount approved in the budget? If applicable, document any overpayment or underpayment.
c) Do the hours paid as per the payroll register match the total hours worked as per the timekeeping records? If applicable, document any overpayment or underpayment.
d) For salaried employees, are the expenditures as per the payroll register supported by timekeeping records?
e) Is the payroll register free of unreasonable (i.e., unsubstantiated) supplemental payments?
Allocation
f) Are the percentages charged to the CYD Program and any other programs/funding sources supported by a timesheet or time study?
g) Do 100% of the allocated salary costs coincide with the accounting system?
h) Was no more than 100% of the total salary allocated in the accounting system?
i) Was the CYD Program charged its fair share of the total salary?
Billing
j) Do the total hourly amounts recorded on the timesheets actually reflect the direct service delivery time?
k) For the selected month, does the amount claimed on the billing agree with the payroll register?

Employee Name	Position	Gross Pay	Net Pay	% of Time Billed	% of Time Budgeted	Check #	Check Date	Amount	Pay Period	Legend #										
										a	b	c	d	e	f	g	h	i	j	k

Fringe Benefits

Subgrantee Name: _____ **Contract #:** _____ **Date:** _____

Reviewer: _____ **Fiscal Year:** _____ **Month(s) Reviewed:** _____

Enter a check mark for "yes", an x for "no", or n/a for "not applicable", as appropriate, on the worksheet in the respective column once the item has been tested.

Objective: To determine if Fringe Benefit expenditures are allowable, authorized, properly supported and correctly allocated to the CYD Program contract.

Legend	
a)	Were FICA deductions (also known as the Social Security tax) withheld from taxable wages at the required tax rate of 6.2%?
b)	Were Medicare deductions withheld from taxable wages at the required tax rate of 1.45%?
c)	If other fringe benefits were deducted and billed to DFPS, were the approved rates not exceeded?
d)	Does the percentage of fringe benefits billed to DFPS match the percentage of the employee's salary billed to DFPS?
e)	Were payroll taxes paid to the IRS on a consistent basis and in accordance with the due date set by the IRS, as evidenced on IRS Form 941, *Employee's Quarterly Federal Tax Return*?
f)	Do the total salary and the payroll taxes recorded in the general ledger agree with Form 941?
g)	Do the total payroll taxes recorded on Form 941 agree with the debits recorded on the respective bank statement?

Employee Name	Gross Pay	Taxable Wages	FICA Deducted	% of Taxable Wages	Medicare Deducted	% of Taxable Wages	Other Fringe	% of Taxable Wages	Legend #						
									a	b	c	d	e	f	g

Travel

Subgrantee Name: _____ **Contract #:** _____ **Date:** _____

Reviewer: _____ **Fiscal Year:** _____ **Month(s) Reviewed:** _____

Enter a check mark for "yes", an x for "no", or n/a for "not applicable", as appropriate, on the worksheet in the respective column once the item has been tested.

Objective: To determine if Travel expenditures are allowable, authorized, properly supported and correctly allocated to the CYD Program contract.

Legend
Travel Voucher
a) Is there evidence of supervisory review for accuracy, support, and allowability?
b) Was the voucher approved by an authorized person prior to payment?
c) Is all supporting documentation available, and does it match the voucher/form?
d) Is the transaction mathematically accurate?
e) Was the travel for purposes of the CYD program?
Allocation
f) If the travel expenditure was a cost that was shared with other programs, was an allowable allocation method used?
g) If the travel expenditure was a cost that was shared with other programs/funding sources, do the supporting documents show the allocation to the CYD Program and the other programs?
h) Was no more than 100% of the total travel amount allocated in the accounting system?
i) Was the CYD Program charged its fair share of the allocated travel amount?
Supporting Documents
j) Do the amounts on the travel voucher agree with the General Ledger entry?
k) Do the amounts on the supporting documentation agree with the amount the subgrantee billed the grantee?
l) Did the transaction hit the subgrantee's bank account, according to their bank statement?
m) Are the expenditures within state-mandated rates?
n) If the travel occurred out-of-state, was prior approval obtained from the CYD Program?
o) For the selected month, does the amount claimed on the billing agree with the General Ledger?

Payee Name	Title/Position	Check #	Date	Amount	Legend #														
					a	b	c	d	e	f	g	h	i	j	k	l	m	n	o

Equipment

Subgrantee Name: _____ **Contract #:** _____ **Date:** _____

Reviewer: _____ **Fiscal Year:** _____ **Month(s) Reviewed:** _____

Enter a check mark for "yes", an x for "no", or n/a for "not applicable", as appropriate, on the worksheet in the respective column once the item has been tested.

Objective: To determine if Equipment expenditures are allowable, authorized, properly supported and correctly allocated to the CYD Program contract.

Legend
Related Party
a) If the equipment transaction involved a related party, was the amount charged in compliance with Federal regulations?
Purchase
b) Was the purchase approved by an authorized person, DFPS, and the CYD Project Manager prior to purchase?
c) Is supporting documentation available?
d) Is the transaction mathematically accurate?
e) Do the amounts on the supporting documents agree with the General Ledger entry?
f) Do the amounts on the supporting documentation agree with the amount the subgrantee billed the grantee?
g) Did the transaction hit the subgrantee's bank account, according to their bank statement?
Allocation
h) If the equipment is shared with other programs/funding sources, is an allowable allocation method used?
i) If the equipment is shared with other programs/funding sources, do the supporting documents show the allocation?
j) Was no more than 100% of the total equipment amount allocated in the accounting system?
k) Was the CYD Program charged its fair share of the allocated equipment amount?
Depreciation/Use Allowance
l) Was the depreciation expense or use allowance appropriately billed?
Billing
m) For the selected month, does the amount claimed on the billing agree with the General Ledger?
Inspection
n) Are the description, serial number, inventory number, and location of the equipment consistent with the inventory records?
o) Is the equipment properly tagged?
p) Does it appear that the equipment is being used?
q) Is the equipment located on the premises?
r) If the equipment is out for repair, is there supporting documentation to prove that it is being repaired?
s) If the equipment was stolen, is there a filed police report?

Description	Serial #	Acquisition Cost	Acquisition Date	Inventory #	Reimb. Method	Payee	Check #	Date	Amt	Legend #																	
										a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p	q	r	s

Materials and Supplies

Subgrantee Name: _____ **Contract #:** _____ **Date:** _____

Reviewer: _____ **Fiscal Year:** _____ **Month(s) Reviewed:** _____

Enter a check mark for "yes", an x for "no", or n/a for "not applicable", as appropriate, on the worksheet in the respective column once the item has been tested.

Objective: To determine if expenditures for Materials and Supplies are allowable, authorized, properly supported and correctly allocated to the CYD Program contract.

Legend
Related Party
a) If the purchase was from a related party, was the price at or below fair market value?
Supporting Documentation
b) Is all of the supporting documentation for the purchased supplies provided (i.e., no supporting documentation is missing)?
c) Is the transaction mathematically accurate?
d) Do the amounts on the supporting documents agree with the General Ledger entry?
e) Do the amounts on the supporting documentation agree with the amount the subgrantee billed the grantee?
f) Did the transaction hit the subgrantee's bank account, according to their bank statement?
g) Are the items purchased allowable per state and federal regulations?
Allocation
h) If the supplies are shared with other programs/funding sources, do the supporting documents show the allocation?
i) Was no more than 100% of the total materials/supplies amount allocated in the accounting system?
j) Was the CYD Program charged its fair share of the allocated materials/supplies amount?
k) If the supplies are shared with other programs/funding sources, is an allowable allocation method used?
Billing
l) For the selected month, does the amount claimed on the billing agree with the General Ledger?

Payee	Description	Check #	Date	Amount	Legend #											
					a	b	c	d	e	f	g	h	i	j	k	l

Other Costs

Subgrantee Name: _____ **Contract #:** _____ **Date:** _____

Reviewer: _____ **Fiscal Year:** _____ **Month(s) Reviewed:** _____

Enter a check mark for "yes", an x for "no", or n/a for "not applicable", as appropriate, on the worksheet in the respective column once the item has been tested.

Objective: To determine if expenditures for Other Costs are allowable, authorized, properly supported and correctly allocated to the CYD Program contract.

Legend
Related Party
a) If the transaction involved a related party, was the amount charged in compliance with federal regulations?
Supporting Documentation
b) Is all of the supporting documentation for the purchase provided (i.e., no supporting documentation is missing)?
c) Is the transaction mathematically accurate?
d) Do the amounts on the supporting documentation agree with the General Ledger entry?
e) Do the amounts on the supporting documentation agree with the amount the subgrantee billed the grantee?
f) Did the transaction hit the subgrantee's bank account, according to their bank statement?
g) Was the purchase allowable per state and federal regulations?
Allocation
h) If the purchase was shared with other programs/funding sources, was an allowable allocation method used?
i) If the purchase was a shared cost with other programs/funding sources, do the supporting documents show the allocation to the CYD Program and the other programs/funding sources?
j) Was no more than 100% of the total cost allocated in the accounting system?
k) Was the CYD Program charged its fair share of the allocated cost?
Billing
l) For the selected month, does the amount claimed on the billing agree with the General Ledger?

Payee	Description	Check #	Check Date	Amount	Legend #											
					a	b	c	d	e	f	g	h	i	j	k	l

Monitoring Summary Sheet

Subgrantee Name: _____ **Contract #:** _____ **Date:** _____

Reviewer: _____ **Fiscal Year:** _____ **Month(s) Reviewed:** _____

Objective: To document the overall results of the monitoring review.

Objective	Issue	Results (Observational, Corrective, N/A)	Adjustments (+,-)	Grantee Agrees/Disagrees
1. Salaries				
2. Fringe Benefits				
3. Travel				
4. Equipment				
5. Materials and Supplies				
6. Other Costs				

TOTAL ADJUSTMENTS (+,-) = _____

Concluding the Monitoring Review

Subgrantee Name: _____ **Contract #:** _____ **Date:** _____

Reviewer: _____ **Fiscal Year:** _____ **Month(s) Reviewed:** _____

Objective: To document that the monitoring review has been properly concluded.

Documentation Item	Responses/Comments/Remarks
A. Were any findings identified that require corrective action?	☐ Yes ☐ No Comments:
B. Is a follow-up visit needed? If so, what are the dates of the follow-up visit?	☐ Yes ☐ No Comments:
C. Was (Were) the monitoring report(s) sent to the subgrantee within 30 days?	☐ Yes ☐ No Date on-site visit was concluded: _____ Date INITIAL report was sent to the subgrantee: _____ Date monitoring review was concluded: _____ Date FINAL report was sent to the subgrantee: _____ Comments:
D. Was the INITIAL monitoring report also the FINAL report? **Note:** The terms "**INITIAL**" and/or "**FINAL**" must appear in the reference line or in the body of the monitoring report in order to clearly identify the report as final. Also, the scope and focus of the review must be clearly indicated in the report.	☐ Yes ☐ No Comments:

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RFA HHS0008417 CYD

Exhibit L – EXECUTIVE SUMMARY

Tarrant County Public Health (TCPH) is responsible for safeguarding the health of our community's 2.08 million residents. Headquartered in Fort Worth, TCPH provides a variety of services that promote good health, prevent disease and injury, protect our communities, as well as reduce the physical and fiscal impact of health threats. This responsibility is fulfilled by many programs and services, including the Community Youth Development (CYD) Program. The services of the CYD Program empower and support youth to influence their community, to sustain meaningful relationships with others, to develop leadership skills, and to build positive self-image. The Texas Department of Family and Protective Services (DFPS), TCPH, and CYD missions work hand-in-hand to provide quality prevention programs to children and families.

Tarrant County was involved in the planning stages and establishment of the local CYD program in December 1995, and has acted as the Fiscal Agent since program inception in April 1996. During this tenure, we have often been labeled as a "model site" by DFPS' staff.

Over Tarrant County's twenty-five-year tenure as Fiscal Agent for CYD, we have acquired a wealth of knowledge that will ensure success in all areas of CYD program management. These areas include: Community Strengths and Needs Assessment (CSNA); local competitive grant opportunities for CYD services; contract management; tracking program and service providers' goals, outputs and outcomes; working with the Youth Advisory Committee (YAC); providing orientations and trainings; using ABCS to obtain criminal and abuse/neglect clearances; entering all data into the PEIRS database; and completing DFPS reports and evaluations.

Tarrant County aims to reach CYD program goals for the 2022 through 2026 funding period by (1) establishing and providing all required CYD program components and expanding services based on need, (2) further developing family and primary caregiver engagement activities, and (3) maintaining our Community Collaborative Committee (Local Coalition).

Tarrant County proposes to expand CYD services by adding two additional ZIP codes (76112 and 76119), and continuing to serve ZIP codes 76106 and 76164 as our main service delivery area. These are two distinctly different service delivery areas within Tarrant County that will benefit from CYD based on Community Maltreatment Risk Maps and our Community Strengths and Needs Assessments. All service providers will promote Positive Youth Development by providing opportunities for youth to increase development assets and protective factors through participation. Programs will cultivate participants as mentors and leaders. Program activities and program offerings will be assessed through Youth Program Quality Assessment (YPQA), as well as monthly, quarterly and annual monitoring by Tarrant County.

Tarrant County will further develop family and primary care engagement strategies by establishing collaborative strategies amongst service providers. Family and primary caregiver engagement will be implemented quarterly by every service provider (monthly as a whole). These activities will strengthen communication and support amongst families as well as across programs.

Tarrant County CYD Community Collaborative Committee (CCC) will be maintained and hold quarterly meetings, which will include at least two YAC representatives. Our CCC will assist with CSNA, program outreach, collaboration amongst area agencies, overcome barriers, and work collectively to promote Positive Youth Development in the community.

Tarrant County looks forward to Fiscal Years 2022 through 2026. The Community Youth Development Program will continue to be an integral part of alleviating conditions in the family and community that lead to juvenile crime.

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Exhibit M: Program Narrative

PROGRAM NARRATIVE

A. Applicant's Background and Experience

1. What is the Applicant's experience with administering programs of a similar scale and scope?

Tarrant County Public Health (TCPH) funding from all revenue sources in Fiscal Year 2020 was over $90 million. For over twenty-five years, TCPH has been an ongoing contract service provider for the Texas Department of State Health Services (DSHS). During Fiscal Year 2020, TCPH provided health services via DSHS contracts that totaled $17,089,980.00. Among these contracts, those most similar to CYD would be non-clinical in nature and would include Nurse Family Partnership (NFP), Special Supplemental Nutritional Program for Women, Infants and Children (WIC), and Preparedness. These projects have continuously met program goals. Similar to Community Youth Development (CYD), these programs focus on the provision of services to Tarrant County residents that help to improve their environments and individual circumstanes.

2. If Subawards are proposed, what is the Applicant's experience managing Subawards?

Tarrant County Public Health has been the prime Grantee for Texas Department of Family and Protective Services, Community Youth Development (CYD) program from Fiscal Year 1996 through Fiscal Year 2021. The most recent Contract #24427016 renewal for Fiscal Year 2021 was in the amount of $458,509.64. The contract renewal term began on September 1, 2020 and will end on August 31, 2021. There are five subawards for services as part of this contract, which include Big Brothers Big Sisters Lone Star, Boys and Girls Clubs of Greater Tarrant County, Camp Fire First Texas, Girls Inc. of Tarrant County, and Northside Inter-Community Agency, Inc. TCPH has ongoing relationships with these subgrantees, but all subgrantees for CYD services starting September 1, 2021 will be competitively procured during Spring 2021 and are to be determined. TCPH will use subawards for all CYD services, which has been successful for the past twenty-five years.

TCPH is the prime Grantee for the Pritzker Children's Initiative Foundation grant contract in the amount of $550,000.00. The contract term began on 07/01/2020 and will end 06/30/2023. There is one subaward for services as part of this contract.

3. What is the Applicant's experience with working with Youth in a prevention capacity and Youth development programming?

Tarrant County was involved in the planning stages and establishment of the local Community Youth Development (CYD) program in December 1995, and has acted as the Fiscal Agent since program inception in April 1996. Therefore, we have a lot of experience in managing all of the aspects of the program.

The current CYD Project Manager (Program Director) has worked with CYD since 1996. She started working with CYD as Program Coordinator for The Bridge Emergency Youth Services, which was a CYD subgrantee. She worked diligently to provide effective prevention and youth leadership programs for twelve years. She then became the CYD Project Manager at TCPH, and is responsible for reviewing the CYD RFA, and ensuring all contractual obligations are met on every level. Due to her long history with CYD, Texas Department of Family and Protective Services (DFPS) has relied on our CYD Project Manager to mentor new CYD sites across Texas, provide trainings during CYD Regional Meetings and annual Partners in Prevention Conferences, and

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review reporting documents. She even won the Outstanding Leader Award at the 2020 PIP Conference.

Tarrant County conducts a competitive grant opportunity for CYD subgrantees to ensure the best prevention and youth development programs are selected for funding, and all required CYD program components are fulfilled. CYD Orientations, as well as youth development and cultural humility trainings, are hosted throughout each fiscal year by TCPH. For example, Youth Mental Health First Aid Training and Trust-Based Relational Intervention (TBRI) trainings have been effective trainings offered by TCPH for CYD subgrantee staff. Each subgrantee is monitored monthly through monthly reports and in-person desk reviews, quarterly through quarterly reports to each subgrantee from TCPH (requires Corrective Action Plan for any goals not met by 95%), and annually through on-site formal administrative, programmatic and fiscal monitoring. All programmatic and fiscal aspects of the CYD program are supervised by the Associate Director, Family Health Services.

4. How is your organization currently performing on any existing DFPS grants or contracts? In the response, address whether, over the current contract term, the organization: meets output and outcome performance measures; submits timely program reporting and billing; has or has had monitoring findings.

TCPH has a number of DFPS contracts. PEI funded projects include both CYD and NFP.

The CYD program has consistently met and exceeded all program and budget goals. Since Fiscal Year 2010, we have exceeded our annual unduplicated youth served output target by 130% (average) and spent 99% (average) of our fiscal year CYD grant funds. All CYD program reports and billings have been submitted to DFPS on time. During our last onsite monitoring visit by DFPS during Fiscal Year 2018, TCPH did not have any findings, observations or opportunities for improvement. Deloitte & Touche LLP performed State Single Audit Report for the Year ended September 30, 2019 for Promoting Safe and Stable Families – CYD. CYD did not have any material weaknesses identified, significant deficiencies identified, noncompliance material to financial statements noted, or audit findings disclosed that were required to be reported in accordance with UGMS.

The NFP program continues to meet program performance measures even in light of COVID and the need to implement virtual homevisits. The program has been able to retain clients at a rate higher than other NFP programs in the state. The program has not received any monitoring findings of concern and submits complete and timely reports.

Both CYD and NFP have been funded by PEI for over six years. Both programs routinely maximize budget expenditures and are routinely asked to share program achievements and processes with other PEI programs.

5. Optional-Provide Letters of Support (LOS) (Label as Attachment M-I.)

Attachment M-I-a: Letter of Support #1, Jacinto Ramos, Jr. – Fort Worth ISD School Board President
Attachment M-I-b: Letter of Support #2, Lori Wynne – Community Collaborative Committee member

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Jacinto Ramos, Jr.
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November 18, 2020

Texas Department of Family and Protective Services
Prevention & Early Intervention
Community Youth Development (CYD)

To Whom It May Concern:

It is my pleasure to write this letter of support for Tarrant County to receive funds for the next grant cycle and continue to serve as the fiscal agent for the Community Youth Development Program (CYD).

Over the past 25 years, I have watched CYD positively impact the 76106 and 76164 (North Side and Diamond Hill) community by providing youth leadership, community service, mentoring and life skills to thousands of at-risk youth. Tarrant County has gone above and beyond to provide CYD events in the community, such as Annual CYD Vision Awards Ceremonies for outstanding youth leaders, CYD Summer Leadership Workshops, and numerous community events and service projects. The CYD Community Collaborative Committee has provided long-standing opportunities for community leaders and service providers to network, plan events, support one another, and refer youth/families to needed services.

I have worked with Tarrant County Juvenile Services and am now the President of Fort Worth ISD School Board. I am also a resident of the North Side community. The success of this program is personally important to me. It is vital to continue funding the existing programs within the 76106 and 76164 community to continue the trajectory of success, maintain positive partnerships, and combat negative influences. I am also excited to hear Tarrant County is proposing to expand CYD into the 76112 and 76119 community. Our schools and neighborhoods in that community are in dire need of CYD services.

Tarrant County has proven to be a successful fiscal agent of the CYD program and continues to strive for excellence. The CYD Project Manager works diligently to provide quality and culturally competent programs for our youth and families, participates in numerous community coalitions, and continually seeks learning opportunities and trainings for CYD staff. She goes above and beyond to ensure every need of our youth and families are met through program services and community resources.

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Jacinto Ramos, Jr.
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In conclusion, Tarrant County has the full support of myself and Fort Worth ISD to receive CYD funding and continue to provide programs to alleviate juvenile crime. I look forward to continuing our partnership in the future.

Sincerely,

Jacinto Ramos Jr.

Jacinto Ramos, School Board President
Board of Education
Fort Worth Independent School District

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Attachment M-I-b

Lori L Wynne
2300 Ridgmar Plaza
Fort Worth, TX 76116
wynne.lori5@yahoo.com

11/29/2020

Jodi Newton
CYD Project Manager
Tarrant County – Community Youth Development (CYD)
2100 N Main Street, Suite 230 Fort Worth, TX 76164

Dear Jodi Newton,

I am writing this letter in support of Tarrant County – Community Youth Development (CYD). I have served as a member of the Community Collaborative Committee (CCC) since 2009, and I can professionally and personally attest to the fact that CYD is a much-needed service in the community. Under the leadership of Jodi Newton, CYD programs have supported and nurtured youth and families in the 76164 and 76106 communities. Jodi and I have known each other, and worked in the same building, her with CYD and me with Job Corps, for 11 years and I personally and professionally believe she has done a fantastic job with this program. Her never-ending commitment and support of the youth she is responsible for, through the various programs CYD funds, is an inspiration. I have had the good fortune to participate in youth led meetings, focus groups, awards programs and community activities. The annual Vision Awards program has grown into a beautiful celebration, showcasing the achievements and successes of youth participants in school, participation with programs such as BBBS, Boys and Girls club, NICA, Girls Inc, and other programs. There is no greater feeling, then the feeling you get when you see the joy on a parents face or the pride in a young person's eyes when there is a banquet held in their honor, and they are rewarded for loving their community. Jodi's mentorship and direction has taught youth to become leaders in school, in their communities and in their homes.

Over the years, I have participated in the Review Committee process with other CCC members and YAC. Jodi always held a Pre-Proposal Reading training with the review team to discuss the review procedures, the scoring process and Q&A. She provided each member with his/her individual set of proposals to review and score. This review process requires the Review Team's commitment to reading proposals of Service Providers seeking funding from CYD. The review process requires the Review Team to be thorough when reading the proposals and determine, through a scoring matrix established by the CYD Project Manager – Jodi Newton, whether the organizations seeking funding, will provide mentoring, leadership training, community support, participant safety, individual development, parent participation and recognition, growth and fun for a determined number of youth who would participate in their program. Service Provider proposals had to follow a structured, established format provided to them at the Bidder's Conference held and conducted by the CYD Project Manager – Jodi Newton. I have attended these Bidder's Conferences and found them to be informative and beneficial for interested service providers. The review team is given sufficient time the review and score each individual proposal, and then we come together as a group with CYD Project Manager to discuss each proposal and share our individual scores. The Review Committee takes seriously the reviewing and scoring of submitted proposals and makes a recommendation to CYD Project Manager – Jodi Newton of which programs we think would provide supportive services to the community and therefore, should receive funding. I was always amazed at how, during this review process, the review committee members were

Lori L Wynne
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in sync with the programs we thought were good for the community and the ones we did not feel met the needs of the community. It could have been the organization didn't follow the prescribed format for writing the proposal which made it tough for review committee members to understand the proposal, not enough information provided by the organization to support the program award or the organization followed the format provided by CYD Project Manager – Jodi Newton and made the review of the proposal easy, the proposal was clear and informative and we believed the program would be successful in the community.

Over the years, I have witnessed youth participants go on to college and other forms or education or training programs, and it was due to the exposure, mentoring and support they got from participating in a CYD funded program. I have invited my staff to participate in CCC meetings so that they could see the good works that were happening in the community where we worked. This is a great program and I have always thought it should be expanded to other communities in Fort Worth needing these services. When you are a part of something this great, you want to share it with others.

I look forward to many more years of working with Jodi and CYD as a member of the CCC.

Sincerely,

Lori L. Wynne
Community Collaborative Committee Member

RFA HHS0008417 CYD
EXHIBIT U: EXPENDITURE PROPOSAL

Texas Department of Family and Protective Services			
Form 2030 PEI			
Budget for Grant Contracts			
Agency Account ID:	**Tarrant County**		
DFPS PAC #	31000		
PEI Program:	CYD		
Total DFPS Grant Obligation:	600000		
Cost Categories	(A.) **Reimbursable**	(B.) **Other (Match)**	(C.) **Program Total**
(1A) Personnel - Salaries	$96,354.60	$0.00	$96,354.60
(1B) Personnel - Fringe Benefits - by Employee	$0.00	$0.00	$0.00
(1C) Personnel - Fringe Benefits - by Type	$37,767.60	$0.00	$37,767.60
(2) Travel	$1,110.25	$0.00	$1,110.25
(3) Supplies and Controlled Assets	$848.15	$0.00	$848.15
(4) Capital Equipment (greater than $5K)	$0.00	$0.00	$0.00
(5) Other Costs	$19,726.05	$0.00	$19,726.05
(6) Contractual	$444,193.35	$0.00	$444,193.35
Direct Costs Total	$600,000.00	$0.00	$600,000.00
Indirect Costs Total	$0.00	$0.00	$0.00
TOTAL	**$600,000.00**	**$0.00**	**$600,000.00**

Certified By :	/s/ Glen Whitley
Name :	B. Glen Whitley
Title:	Tarrant County Judge
Date :	November 24, 2020

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

FY22 Expenditure Proposal

Grantee: Tarrant County
DPPS PAC #: 31000
PSI Program: CYD
Total DPPS Grant Obligation: $600,000.00
Total Match: $0.00
Funding Period: 9/01/2021 to 08/31/2022

Agency Account ID: TBD
Budget Preparer: Josh Newton, CYD Project Manager
Certifying Approver: B. Glen Whitley, Tarrant County Judge

PERSONNEL - SALARIES	DPPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative	Total Salary	FTE	% Time Allocated to DPPS Grant	% Time Allocated to Match	Number of months on Grant	Grant Service Related?
1 CYD Project Manager (Program Director)	91,820.84	FTE @ 100% CYD ($7,650.99 salary/month x 6 months = $45,851.94) + $91,665.90 (4% raise given 1/1/2022 based on performance appraisal)	-		$ 91,820.84	1.00	100.00%	0.00%	12	Admin
2 Data Entry Position	4,533.76	PT PERS data entry for CYD - $17.72/hour x 16 hours/week x 16 weeks x 1 position= $4,533.76 (will add additional funds to extend weeks if available)	-		$ 4,533.76	1.00	100.00%	0.00%	12	Admin
3	0		0		$ -	0.00	0.00%	0.00%	0	
4	0		0		$ -	0.00	0.00%	0.00%	0	
5	0		0		$ -	0.00	0.00%	0.00%	0	
6	0		0		$ -	0.00	0.00%	0.00%	0	
7	0		0		$ -	0.00	0.00%	0.00%	0	
8	0		0		$ -	0.00	0.00%	0.00%	0	
9	0		0		$ -	0.00	0.00%	0.00%	0	
10	0		0		$ -	0.00	0.00%	0.00%	0	
11	0		0		$ -	0.00	0.00%	0.00%	0	
12	0		0		$ -	0.00	0.00%	0.00%	0	
13	0		0		$ -	0.00	0.00%	0.00%	0	
14	0		0		$ -	0.00	0.00%	0.00%	0	
15	0		0		$ -	0.00	0.00%	0.00%	0	
16	0		0		$ -	0.00	0.00%	0.00%	0	
17	0		0		$ -	0.00	0.00%	0.00%	0	
18	0		0		$ -	0.00	0.00%	0.00%	0	
19	0		0		$ -	0.00	0.00%	0.00%	0	
20	0		0		$ -	0.00	0.00%	0.00%	0	
21	0		0		$ -	0.00	0.00%	0.00%	0	
22	0		0		$ -	0.00	0.00%	0.00%	0	
23	0		0		$ -	0.00	0.00%	0.00%	0	
24	0		0		$ -	0.00	0.00%	0.00%	0	
25	0		0		$ -	0.00	0.00%	0.00%	0	
26	0		0		$ -	0.00	0.00%	0.00%	0	
27	0		0		$ -	0.00	0.00%	0.00%	0	
28	0		0		$ -	0.00	0.00%	0.00%	0	
29	0		0		$ -	0.00	0.00%	0.00%	0	
30	0		0		$ -	0.00	0.00%	0.00%	0	
31	0		0		$ -	0.00	0.00%	0.00%	0	
32	0		0		$ -	0.00	0.00%	0.00%	0	
33	0		0		$ -	0.00	0.00%	0.00%	0	
34	0		0		$ -	0.00	0.00%	0.00%	0	
35	0		0		$ -	0.00	0.00%	0.00%	0	
36	0		0		$ -	0.00	0.00%	0.00%	0	
37	0		0		$ -	0.00	0.00%	0.00%	0	
38	0		0		$ -	0.00	0.00%	0.00%	0	
39	0		0		$ -	0.00	0.00%	0.00%	0	
40	0		0		$ -	0.00	0.00%	0.00%	0	
41	0		0		$ -	0.00	0.00%	0.00%	0	
42	0		0		$ -	0.00	0.00%	0.00%	0	
43	0		0		$ -	0.00	0.00%	0.00%	0	
44	0		0		$ -	0.00	0.00%	0.00%	0	
45	0		0		$ -	0.00	0.00%	0.00%	0	
46	0		0		$ -	0.00	0.00%	0.00%	0	
47	0		0		$ -	0.00	0.00%	0.00%	0	
48	0		0		$ -	0.00	0.00%	0.00%	0	
49	0		0		$ -	0.00	0.00%	0.00%	0	
50	0		0		$ -	0.00	0.00%	0.00%	0	
PERSONNEL - SALARIES Total	$ 96,354.60		$ -		$ 96,354.60					

FRINGE by EMPLOYEE	DPPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative	Total Fringe per Employee	FTE	% Fringe Allocated to DPPS Grant	% Fringe Allocated to Match	Number of months on grant	Fringe % of Salary
1 CYD Project Manager (Program Director)	-		-		$ -	1.00	100.00%	0.00%	12	0.00%
2 Data Entry Position	-		-		$ -	1.00	100.00%	0.00%	12	0.00%
3	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
4	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
5	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
6	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
7	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
8	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
9	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
10	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
11	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
12	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
13	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
14	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
15	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
16	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
17	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
18	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
19	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
20	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
21	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
22	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
23	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
24	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
25	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
26	0		0		$ -	0.00	0.00%	0.00%	0	0.00%

27	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
28	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
29	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
30	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
31	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
32	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
33	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
34	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
35	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
36	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
37	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
38	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
39	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
40	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
41	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
42	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
43	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
44	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
45	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
46	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
47	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
48	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
49	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
50	0		0		$ -	0.00	0.00%	0.00%	0.00%	0.00%
FRINGE by EMPLOYEE Total	$ -		$ -		Total Fringe % (of Salary)			0.00%	0.00%	

FRINGE by TYPE of BENEFIT	DIPG Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative	Total Fringe for DIPG Program Benefits	% Fringe Allocated to DIPG Grant	% Fringe Allocated to Match
Social Security (FICA)	7,271.13	$96,356.60 Total salary x 7.55% = $7,271.13	-		$ 7,271.13	100.00%	0.00%
State Unemployment Tax Act (SUTA)	-		-		$ -	0.00%	0.00%
Retirement	17,905.06	$95,320.80 CYD Project Manager salary x 18.5% = $17,905.06	-		$ 17,905.06	100.00%	0.00%
Insurance- Medical	-		-		$ -	0.00%	0.00%
Insurance- Dental	-		-		$ -	0.00%	0.00%
Insurance- Vision	-		-		$ -	0.00%	0.00%
Insurance- Worker's Compensation	491.41	$96,356.60 Total salary x .51% = $491.41	-		$ 491.41	100.00%	0.00%
Insurance- Unemployment	-		-		$ -	100.00%	0.00%
Short-Term Disability	-		-		$ -	0.00%	0.00%
Long-Term Disability	-		-		$ -	0.00%	0.00%
Life Insurance	-		-		$ -	0.00%	0.00%
Other Fringe	12,000.00	Insurance(Medical, Vision, Dental) + Life Insurance + Unemployment Insurance + Retirement + Miscellaneous Allowance provided to employee for Insurance Programs, Medical Ins., Flexible Benefits Programs, Life Ins, Long-Term Disability, & Public	-		$ 12,000.00	100.00%	0.00%
FRINGE by TYPE of BENEFIT Total	$ 37,767.60		$ -			39.20%	0.00%

TRAVEL	DIPG Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
Mileage	500.00	Local Mileage for CYD Project Manager and Data Entry Position to attend meetings, perform CYS program site visits, and carry out all CYD duties: Approx. 72.464 miles/month x 12 months = 869.57 miles @ $0.575/mile = $500.00 (based on historical costs) ($0.575/mile is the current Tarrant County rate, will fluctuate with current rate of Tarrant County and DFPS)	-	
Airfare	-		-	
Meals	80.00	PIP Conference in Austin - CYD Project Manager = $20.00/ticket day) + $20.00 (1st conference day) + $10.00 (2nd conference day) + $30.00/3rd conference evening/brunch) = $80.00 (based on DFPS approved rate and historical costs)	-	
Lodging	500.25	PIP Conference in Austin - CYD Project Manager = $165.08/night + $15.75/tax = $186.75 x 3 nights = $560.25 (based on historical costs)	-	
Miscellaneous Transportation	30.00	PIP Conference in Austin - CYD Project Manager = ($10.00/night x 3 nights self parking = $30.00) + ($0/gas/mileage for county car) = $30.00 (based on historical costs)	-	
TRAVEL Total	$ 1,110.25		$ -	

SUPPLIES and CONTROLLED ASSETS	DIPG Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
Office Supplies	548.15	$46.68/month x 12 months = $548.15 (including but not limited to: toners for copier & printer, binders, files, boxes, labels, copier & color paper, pens & pencils, dividers, computer equipment, and other related supply items) (based on historical costs)	-	
Copy Machine	300.00	Copy Machine- Maintenance & Print/Copy = $300.00 (CYD Office) (annual cost based on historical costs)	-	
other supplies and controlled assets			-	
other supplies and controlled assets			-	
other supplies and controlled assets			-	
other supplies and controlled assets			-	
other supplies and controlled assets			-	
other supplies and controlled assets			-	
other supplies and controlled assets	-		-	
other supplies and controlled assets	-		-	
SUPPLIES and CONTROLLED ASSETS Total	$ 848.15		$ -	

CAPITAL EQUIPMENT (greater than $5K)	DIPG Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
	-		-	
	-		-	
	-		-	
CAPITAL EQUIPMENT Total	$ -		$ -	

OTHER	DIPG Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
Office Space Rental	10,350.00	($850.00/month x 4 months = $3,400.00) + ($875.00/month x 4 months = $3,500.00) = $6,900.00 (based on current rate + historical increase with new annual contract)	-	
Mobile Phone Service	480.00	$40.00/month x 12 months = $480.00 (CYD Project Manager use for CYD business) (based on current flat rate/month)	-	
Internet Service	2,029.60	$252.45/month x 12 months = $3,029.40 (CYD office computer - T1 line for access to high speed internet & Tarrant County server) (based on current rate)		
Printing Service	60.00	Printing for CYD letterhead, business cards & other related items: 1 order annually x $30.00 = $30.00) + (Printing for Annual CYD Vision Awards invitations: 1 order annually x $30.00 = $30.00) = $60.00 (based on historical costs for printing through Tarrant County Graphics Dept)		
PROGRAM COSTS - Annual CYD Vision Awards	3,181.65	Annual CYD Vision Awards ceremony for outstanding youth leaders and their families. Printed Certificates: $37.50/1 frame x 35 frames = $625.00. Breakfast Buffet (food): $12.00/person x 160 people = $1,920.00. Rentals: ($50.00/table x 20 tables = $200.00) + ($9.00/table cloth x 20 table cloths = $180.00) + ($1.35/chair x 160 chairs = $216.00) + ($50.00 delivery) = $646.00. Total Cost = $3,181.65 (based on historical costs from Staples, City Electric and Taylors Rentals)		
PROGRAM COSTS - Annual CYD Summer Leadership Work	2,625.00	Annual CYD Summer Leadership Workshops 2-day event for 50 CYD youth leaders during July. Food: ($8.00/breakfast x 50 youth = $400.00 x 2 days = $800.00) + ($11.00/lunch x 50 youth = $550.00 x 2 days = $1,100.00) = $1,900.00. T-Shirts: $4.50/shirt x 50 shirts = $275.00. Program Supplies: ($150.00/Tot Program Supplies) + ($500.00 for staff supplies) = $650.00. Total Cost = $2,825.00		
PROGRAM COSTS - Training	-	Training costs for CYD-required trainings for Grantee and Sub-Recipient staff (will transfer money if needed/available)	-	
Other			-	
Other			-	

Other			-	
Other				
Other				
Other			-	
Other				
Other			-	
Other			-	
Other				
Other				
Other		

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

Grantee: Tarrant County
PEI Program: CYD
Funding Period: 9/01/2021 to 08/31/2022
Invoice Preparer:
invoices submitted 0

Agency Account ID: TBD
DFPS PAC # 31000

Name each Workflow in cells C9 through J9 of the September invoice tab

Note:
"FRINGE" in PEIRS and IMPACT is the total of Fringe by Employee & Fringe by Type of Benefit lines.

"OTHER" in PEIRS and IMPACT is the total of Other, Contractual-Subaward & Indirect Costs lines.

	APPROVED BUDGET (Sept 1)	CURRENT APPROVED BUDGET	Average Current Approved Budget Expenditure	workflow 1	workflow 2	workflow 3	workflow 4	workflow 5	workflow 6	workflow 7	workflow 8	YTD Expenditures	Current Grant BALANCE	Projected Year-End Expenditures	Projected Year-End Lapse (or Over Spent)	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Total Expenses	$ 600,000.00	$ 600,000.00	$ 50,000.00	-	-	-	-	-	-	-	-	$ -	$ 600,000.00	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
PERSONNEL - SALARIES	$ 96,354.60	$ 96,354.60	$ 8,029.55	-	-	-	-	-	-	-	-	$ -	$ 96,354.60	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
FRINGE by EMPLOYEE	$ -	$ -	$ -	-	-	-	-	-	-	-	-	$ -	$ -	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
FRINGE by TYPE of BENEFIT	$ 37,767.60	$ 37,767.60	$ 3,147.30	-	-	-	-	-	-	-	-	$ -	$ 37,767.60	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TRAVEL	$ 1,110.25	$ 1,110.25	$ 92.52	-	-	-	-	-	-	-	-	$ -	$ 1,110.25	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUPPLIES and CONTROLLED ASSETS	$ 848.15	$ 848.15	$ 70.68	-	-	-	-	-	-	-	-	$ -	$ 848.15	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
CAPITAL EQUIPMENT (greater than $5K)	$ -	$ -	$ -	-	-	-	-	-	-	-	-	$ -	$ -	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
OTHER	$ 19,726.05	$ 19,726.05	$ 1,643.84	-	-	-	-	-	-	-	-	$ -	$ 19,726.05	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL - Subawards	$ 444,193.35	$ 444,193.35	$ 37,016.11	-	-	-	-	-	-	-	-	$ -	$ 444,193.35	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
INDIRECT COSTS	$ -	$ -	$ -	-	-	-	-	-	-	-	-	$ -	$ -	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

PERSONNEL - SALARIES

1 CYD Project Manager (Program Director)	91,820.84	91,820.84	7,651.74	-	-	-	-	-	-	-	-	0.00	91,820.84	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2 Data Entry Position	4,533.76	4,533.76	377.81	-	-	-	-	-	-	-	-	0.00	4,533.76	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
17	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
18	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
19	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
22	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
24	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
25	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
26	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
27	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
28	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
29	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
32	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
33	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
34	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
35	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
36	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
37	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
38	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
39	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
44	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
46	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
47	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
49	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
50	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PERSONNEL - SALARIES Total	$ 96,354.60	$ 96,354.60	$ 8,029.55	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 96,354.60	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

FRINGE by EMPLOYEE

1 CYD Project Manager (Program Director)	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2 Data Entry Position	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
17	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
18	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
19	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
22	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
24	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
25	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
26	0	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

Grantee: **Tarrant County**
PEI Program: CYD
Funding Period: 9/01/2021 to 08/31/2022
Invoice Preparer:
invoices submitted 0

Agency Account ID: TBD
DFPS PAC # 31000

c
Name each Workflow in cells C9 through J9 of the September invoice tab

Note:
"FRINGE" in PEIRS and IMPACT is the total of Fringe by Employee & Fringe by Type of Benefit lines.

"OTHER" in PEIRS and IMPACT is the total of Other, Contractual-Subaward & Indirect Costs lines.

27	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
28	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
29	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
32	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
33	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
34	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
35	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
36	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
37	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
38	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
39	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
44	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
46	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
47	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
49	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
50	0	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FRINGE by EMPLOYEE Total	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
FRINGE by TYPE of BENEFIT																												
Social Security (FICA)	7,371.13	7,371.13	614.26	-	-	-	-	-	-	-	-	-	0.00	7,371.13	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
State Unemployment Tax Act (SUTA)	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Retirement	17,905.06	17,905.06	1,492.09	-	-	-	-	-	-	-	-	-	0.00	17,905.06	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Medical	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Dental	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Vision	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Worker's Compensation	491.41	491.41	40.95	-	-	-	-	-	-	-	-	-	0.00	491.41	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Unemployment	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Short-Term Disability	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Long-Term Disability	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Life Insurance	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Fringe	12,000.00	12,000.00	1,000.00	-	-	-	-	-	-	-	-	-	0.00	12,000.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FRINGE by TYPE of BENEFIT Total	$ 37,767.60	$ 37,767.60	$ 3,147.30	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 37,767.60	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TRAVEL																												
Mileage	500.00	500.00	41.67	-	-	-	-	-	-	-	-	-	0.00	500.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Airfare	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Meals	80.00	80.00	6.67	-	-	-	-	-	-	-	-	-	0.00	80.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lodging	500.25	500.25	41.69	-	-	-	-	-	-	-	-	-	0.00	500.25	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Transportation	30.00	30.00	2.50	-	-	-	-	-	-	-	-	-	0.00	30.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRAVEL Total	$ 1,110.25	$ 1,110.25	$ 92.52	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,110.25	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUPPLIES and CONTROLLED ASSETS																												
Office Supplies	548.15	548.15	45.68	-	-	-	-	-	-	-	-	-	0.00	548.15	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Copy Machine	300.00	300.00	25.00	-	-	-	-	-	-	-	-	-	0.00	300.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES and CONTROLLED ASSETS Total	$ 848.15	$ 848.15	$ 70.68	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 848.15	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
CAPITAL EQUIPMENT (greater than $5K)																												
	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EQUIPMENT Total	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
OTHER																												
Office Space Rental	10,350.00	10,350.00	862.50	-	-	-	-	-	-	-	-	-	0.00	10,350.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Mobile Phone Service	480.00	480.00	40.00	-	-	-	-	-	-	-	-	-	0.00	480.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Internet Service	3,029.40	3,029.40	252.45	-	-	-	-	-	-	-	-	-	0.00	3,029.40	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Printing Service	60.00	60.00	5.00	-	-	-	-	-	-	-	-	-	0.00	60.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROGRAM COSTS - Annual CYD Vision Awards	3,181.65	3,181.65	265.14	-	-	-	-	-	-	-	-	-	0.00	3,181.65	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROGRAM COSTS - Annual CYD Summer Leadership	2,625.00	2,625.00	218.75	-	-	-	-	-	-	-	-	-	0.00	2,625.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROGRAM COSTS - Training	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

Grantee: Tarrant County
PEI Program: CYD
Funding Period: 9/01/2021 to 08/31/2022
Invoice Preparer:
invoices submitted: 0

Agency Account ID: TBD
DFPS PAC # 31000

Name each Workflow in cells C9 through J9 of the September invoice tab

Note:
"FRINGE" in PEIRS and IMPACT is the total of Fringe by Employee & Fringe by Type of Benefit lines.

"OTHER" in PEIRS and IMPACT is the total of Other, Contractual-Subaward & Indirect Costs lines.

Other	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER Total	$ 19,726.05	$ 19,726.05	$ 1,643.84	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 19,726.05	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUBTOTAL Excluding Subawards																										
	$ 155,806.65	$ 155,806.65		-	-	-	-	-	-	-	-	0.00				$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL - Subawards																										
TBD	444,193.35	444,193.35	37,016.11	-	-	-	-	-	-	-	-	0.00	444,193.35	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subaward 2 name	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subaward 3 name	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subaward 4 name	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subaward 5 name	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL - Subaward Total	$ 444,193.35	$ 444,193.35	$ 37,016.11	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 444,193.35	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Subaward Costs added to Indirect Cost Calculation																										
	$ -	$ -		-	-	-	-	-	-	-	-	$ -	$ -	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INDIRECT COSTS																										
0.00%	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Indirect Cost Rate adjustment	0.00	0.00	0.00	-	-	-	-	-	-	-	-	0.00	0.00	#DIV/0!	#DIV/0!	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INDIRECT COSTS Total	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!	#DIV/0!	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

FY22 BUDGET TRANSFERS

Grantee: **Tarrant County** Agency Account ID: TBD

PEI Program: **CYD** DFPS PAC # 31000

Funding Period: 9/01/2021 to 08/31/2022

TOTAL BUDGET TRANSFERRED TO/FROM $ - **Cumulative Grant Budget Transfer %** $ -

	APPROVED BUDGET	Cumulative Budget Transfer Request	Cumulative Budget Transfer Approved	Budget Transfer Absolute Value	Line Item Budget Transfer Percentage	CURRENT APPROVED BUDGET	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
PERSONNEL - SALARIES																		
1 CYD Project Manager (Program Director)	91,820.84	0.00	0.00	0.00	0.00%	91,820.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2 Data Entry Position	4,533.76	0.00	0.00	0.00	0.00%	4,533.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
17	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
18	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
19	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
22	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
24	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
25	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
26	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
27	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
28	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
29	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
32	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
33	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
34	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
35	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
36	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
37	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
38	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
39	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
44	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
46	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
47	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
49	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
50	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PERSONNEL - SALARIES Total	$ 96,354.60	$ -	$ -	$ -	0.00%	$ 96,354.60	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
FRINGE by EMPLOYEE																		
1 CYD Project Manager (Program Director)	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2 Data Entry Position	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
17	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
18	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
19	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

FY22 BUDGET TRANSFERS

Grantee: **Tarrant County** Agency Account ID: TBD

PEI Program: **CYD** DFPS PAC # 31000

Funding Period: 9/01/2021 to 08/31/2022

TOTAL BUDGET TRANSFERRED TO/FROM $ - **Cumulative Grant Budget Transfer %** $ -

	APPROVED BUDGET	Cumulative Budget Transfer Request	Cumulative Budget Transfer Approved	Budget Transfer Absolute Value	Line Item Budget Transfer Percentage	CURRENT APPROVED BUDGET	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
22	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
24	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
25	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
26	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
27	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
28	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
29	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
32	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
33	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
34	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
35	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
36	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
37	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
38	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
39	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
44	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
46	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
47	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
49	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
50	0	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FRINGE by EMPLOYEE Total	$ -	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
FRINGE by TYPE of BENEFIT																		
Social Security (FICA)	7,371.13	0.00	0.00	0.00	0.00%	7,371.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
State Unemployment Tax Act (SUTA)	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Retirement	17,905.06	0.00	0.00	0.00	0.00%	17,905.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Medical	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Dental	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Vision	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Worker's Compensation	491.41	0.00	0.00	0.00	0.00%	491.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Unemployment	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Short-Term Disability	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Long-Term Disability	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Life Insurance	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Fringe	12,000.00	0.00	0.00	0.00	0.00%	12,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FRINGE by TYPE of BENEFIT Total	$ 37,767.60	$ -	$ -	$ -	0.00%	$ 37,767.60	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TRAVEL																		
Mileage	500.00	0.00	0.00	0.00	0.00%	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Airfare	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Meals	80.00	0.00	0.00	0.00	0.00%	80.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lodging	500.25	0.00	0.00	0.00	0.00%	500.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Transportation	30.00	0.00	0.00	0.00	0.00%	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRAVEL Total	$ 1,110.25	$ -	$ -	$ -	0.00%	1,110.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	$ -	$ -	$ -	$ -	$ -
SUPPLIES and CONTROLLED ASSETS																		
Office Supplies	548.15	0.00	0.00	0.00	0.00%	548.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Copy Machine	300.00	0.00	0.00	0.00	0.00%	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES and CONTROLLED ASSETS Total	$ 848.15	$ -	$ -	$ -	0.00%	848.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	$ -	$ -	$ -	$ -	$ -
CAPITAL EQUIPMENT (greater than $5K)																		
	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EQUIPMENT Total	$ -	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
OTHER																		
Office Space Rental	10,350.00	0.00	0.00	0.00	0.00%	10,350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Mobile Phone Service	480.00	0.00	0.00	0.00	0.00%	480.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Internet Service	3,029.40	0.00	0.00	0.00	0.00%	3,029.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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FY22 BUDGET TRANSFERS

Grantee: **Tarrant County**
PEI Program: **CYD**
Funding Period: 9/01/2021 to 08/31/2022

Agency Account ID: TBD
DFPS PAC # 31000

TOTAL BUDGET TRANSFERRED TO/FROM $ -

Cumulative Grant Budget Transfer % $ -

	APPROVED BUDGET	Cumulative Budget Transfer Request	Cumulative Budget Transfer Approved	Budget Transfer Absolute Value	Line Item Budget Transfer Percentage	CURRENT APPROVED BUDGET	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Printing Service	60.00	0.00	0.00	0.00	0.00%	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROGRAM COSTS - Annual CYD Vision Awards	3,181.65	0.00	0.00	0.00	0.00%	3,181.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROGRAM COSTS - Annual CYD Summer Leadership V	2,625.00	0.00	0.00	0.00	0.00%	2,625.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROGRAM COSTS - Training	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER Total	$ 19,726.05	$ -	$ -	$ -	0.00%	$ 19,726.05	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUBTOTAL Excluding Subawards	155,806.65	0.00	0.00	0.00	0.00%	155,806.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL - Subawards																		
TBD	444,193.35	0.00	0.00	0.00	0.00%	444,193.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subaward 2 name	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subaward 3 name	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subaward 4 name	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subaward 5 name	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL - Subaward Total	$ 444,193.35	$ -	$ -	$ -	0.00%	$ 444,193.35	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Subaward Costs added to Indirect Cost Calculation	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INDIRECT COSTS																		
0.00%	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Indirect Cost Rate adjustment	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INDIRECT COSTS Total	$ -	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL BUDGET TRANSFERS	**$ 600,000.00**	$ -	$ -	$ -	0.00%	**$ 600,000.00**	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Grantee: Tarrant County
Agency Account ID: TBD
DFPS PAC # 31000
PEI Program: CYD
Funding Period: 9/01/2021 to 08/31/2022

Monthly Totals		SEPTEMBER								SEPTEMBER TOTALS							
Total Expenses		$0.00								$0.00							
Workflow	Subtotals	workflow 1	workflow 2	workflow 3	workflow 4	workflow 5	workflow 6	workflow 7	workflow 8	workflow 1	workflow 2	workflow 3	workflow 4	workflow 5	workflow 6	workflow 7	workflow 8
Budget Line Item	Subtotals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
PERSONNEL - SALARIES																	
1 CYD Project Manager (Program Director)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2 Data Entry Position	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total - SALARIES by Service	$ -	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
MONTHLY Total - PERSONNEL and SALARIES		$0.00								$0.00							
FRINGE by EMPLOYEE																	
1 CYD Project Manager (Program Director)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2 Data Entry Position	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
17		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
18		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
19		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
22		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
24		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
25		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
26		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
27		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
28		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
29		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
32		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
33		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
34		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
35		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
36		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
37		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
38		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
39		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
44		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
46		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
47		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
49		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
50		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total - FRINGE by Service	$ -	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
MONTHLY Total - FRINGE by EMPLOYEE		**$0.00**								**$0.00**								
FRINGE by TYPE of BENEFIT																		
Social Security (FICA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
State Unemployment Tax Act (SUTA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Retirement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Medical	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Dental	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Vision	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Worker's Compensation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance- Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Short-Term Disability	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Long-Term Disability	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Life Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Fringe	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total - FRINGE by Service	$ -	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
MONTHLY Total - FRINGE by TYPE of BENEFIT		**$0.00**								**$0.00**								
TRAVEL																		
Mileage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Airfare	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Meals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lodging	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Transportation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total - TRAVEL by Service	$ -	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
MONTHLY Total - TRAVEL		**$0.00**								**$0.00**								
SUPPLIES and CONTROLLED ASSETS																		
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Copy Machine	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
other supplies and controlled assets		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total - SUPPLIES by Service	$ -	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
MONTHLY Total - SUPPLIES and CONTROLLED ASSETS		**$0.00**									**$0.00**							
CAPITAL EQUIPMENT (greater than $5K)																		
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total - CAPITAL EQUIPMENT by Service	$ -	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
MONTHLY Total - CAPITAL EQUIPMENT		**$0.00**									**$0.00**							
OTHER																		
Office Space Rental	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Mobile Phone Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Internet Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Printing Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROGRAM COSTS - Annual CYD Vision Awards	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROGRAM COSTS - Annual CYD Summer Leadership	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROGRAM COSTS - Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total - OTHER by Service	$ -	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
MONTHLY Total - OTHER		**$0.00**									**$0.00**							
SUBTOTAL Excluding Subawards																		
	$ -	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
CONTRACTUAL - Subawards																		
TBD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subaward 2 name	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subaward 3 name	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subaward 4 name	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subaward 5 name	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total - SUBAWARDS by Service	$ -	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
MONTHLY Total - CONTRACTUAL - Subawards		**$0.00**									**$0.00**							
Subaward Costs added to Indirect Cost Calculation																		
	$ -	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INDIRECT COSTS																		
0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Indirect Cost Rate adjustment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total - INDIRECT COSTS by Service	$ -	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
MONTHLY Total - INDIRECT COSTS		**$0.00**									**$0.00**							

ASSET INVENTORY

Grantee: **Tarrant County**
DFPS PAC # **31000**
Contract # **CYD**

Asset Type	Asset Tag #	Acquisition Cost	Asset Description	Transaction Date	Serial #	Manaufacturer	Physical Location	Life of Asset	Asset Disposal Date

Controlled Class Codes

This spreadsheet tracks controlled assets that are purchased with PEI funds. The State of Texas Comptroller defines Controlled Assets as property classes with acquisition costs between $500 and $5,000. A single unit's acquisition cost that is $5,000 or greater should be reported as a Capital Asset and is not tracked on this spreadsheet. We are requesting PEI's contractors to track these acquisition using this same methodology.

The list below includes the items the Comptroller requires DFPS to report to the State Property Accounting system. Your organization should have an internal review to make sure you know who has these items and where they are at all times.

Controlled (at any cost)	
Class Code	**Property Item**
106	HAND GUNS
107	RIFLES & SHOTGUNS

Controlled ($500.00 to $4,999.99)	
Class Code	**Property Item**
129	SOUND SYSTEMS AND OTHER AUDIO EQUIPMENT
130	CAMERA – PORTABLE – DIGITAL, SLR
131	TVs, VIDEO PLAYERS/RECORDERS
204	COMPUTER, DESKTOP
218	DATA PROJECTORS
219	SMARTPHONES, TABLETS & OTHER HAND HELD DEVICES
284	LAPTOP COMPUTERS

Subgrantee: TBD
DHS PAC #: 31000
PSJ Program: CYD
Total DHS Grant Obligation: $444,193.35
Total Match: $0.00
Funding Period: 9/01/2021 to 08/31/2022

Contract #
Budget Preparer:
Certifying Approver:

PERSONNEL - SALARIES	DHS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative	FTE Allocations: Total Salary	FTE	% Time Allocated to DHS Grant	% Time Allocated to Match	Number of months on Grant	Direct Service or Admin?
1	0		0		$ -	0.00	0.00%	0.00%	0	
2	0		0		$ -	0.00	0.00%	0.00%	0	
3	0		0		$ -	0.00	0.00%	0.00%	0	
4	0		0		$ -	0.00	0.00%	0.00%	0	
5	0		0		$ -	0.00	0.00%	0.00%	0	
6	0		0		$ -	0.00	0.00%	0.00%	0	
7	0		0		$ -	0.00	0.00%	0.00%	0	
8	0		0		$ -	0.00	0.00%	0.00%	0	
9	0		0		$ -	0.00	0.00%	0.00%	0	
10	0		0		$ -	0.00	0.00%	0.00%	0	
11	0		0		$ -	0.00	0.00%	0.00%	0	
12	0		0		$ -	0.00	0.00%	0.00%	0	
13	0		0		$ -	0.00	0.00%	0.00%	0	
14	0		0		$ -	0.00	0.00%	0.00%	0	
15	0		0		$ -	0.00	0.00%	0.00%	0	
16	0		0		$ -	0.00	0.00%	0.00%	0	
17	0		0		$ -	0.00	0.00%	0.00%	0	
18	0		0		$ -	0.00	0.00%	0.00%	0	
19	0		0		$ -	0.00	0.00%	0.00%	0	
20	0		0		$ -	0.00	0.00%	0.00%	0	
21	0		0		$ -	0.00	0.00%	0.00%	0	
22	0		0		$ -	0.00	0.00%	0.00%	0	
23	0		0		$ -	0.00	0.00%	0.00%	0	
24	0		0		$ -	0.00	0.00%	0.00%	0	
25	0		0		$ -	0.00	0.00%	0.00%	0	
26	0		0		$ -	0.00	0.00%	0.00%	0	
27	0		0		$ -	0.00	0.00%	0.00%	0	
28	0		0		$ -	0.00	0.00%	0.00%	0	
29	0		0		$ -	0.00	0.00%	0.00%	0	
30	0		0		$ -	0.00	0.00%	0.00%	0	
31	0		0		$ -	0.00	0.00%	0.00%	0	
32	0		0		$ -	0.00	0.00%	0.00%	0	
33	0		0		$ -	0.00	0.00%	0.00%	0	
34	0		0		$ -	0.00	0.00%	0.00%	0	
35	0		0		$ -	0.00	0.00%	0.00%	0	
36	0		0		$ -	0.00	0.00%	0.00%	0	
37	0		0		$ -	0.00	0.00%	0.00%	0	
38	0		0		$ -	0.00	0.00%	0.00%	0	
39	0		0		$ -	0.00	0.00%	0.00%	0	

60	0		0		$ -	0.00	0.00%	0.00%	0	
Total	$ -		$ -		$ -					

FRINGE by EMPLOYEE	DFPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative	Total Fringe per Employee	FTE	% Fringe Allocated to DFPS Grant	% Fringe Allocated to Match	Number of months on Grant	Fringe % of Salary
1	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
2	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
3	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
4	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
5	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
6	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
7	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
8	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
9	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
10	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
11	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
12	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
13	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
14	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
15	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
16	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
17	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
18	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
19	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
20	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
21	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
22	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
23	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
24	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
25	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
26	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
27	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
28	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
29	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
30	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
31	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
32	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
33	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
34	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
35	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
36	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
37	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
38	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
39	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
40	0		0		$ -	0.00	0.00%	0.00%	0	0.00%
Total	$ -		$ -				#DIV/0!	#DIV/0!		

FRINGE by TYPE of BENEFIT	DFPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative	Total Fringe for DFPS Program Benefits	% Fringe Allocated to DFPS Grant	% Fringe Allocated to Match
Social Security (FICA)	-		-		$ -	0.00%	0.00%
State Unemployment Tax Act (SUTA)	-		-		$ -	0.00%	0.00%
Retirement	-		-		$ -	0.00%	0.00%
Insurance- Medical	-		-		$ -	0.00%	0.00%
Insurance- Dental	-		-		$ -	0.00%	0.00%
Insurance- Vision	-		-		$ -	0.00%	0.00%
Insurance- Worker's Compensation	-		-		$ -	0.00%	0.00%
Insurance- Unemployment	-		-		$ -	0.00%	0.00%
Short-Term Disability	-		-		$ -	0.00%	0.00%
Long-Term Disability	-		-		$ -	0.00%	0.00%
Life Insurance	-		-		$ -	0.00%	0.00%
Other Fringe	-		-		$ -	0.00%	0.00%
Total	$ -		$ -			#DIV/0!	#DIV/0!

TRAVEL	DFPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
Mileage	-		-	

Airfare	-		-	
Meals	-		-	
Lodging	-		-	
Miscellaneous Transportation	-		-	
Total	$ -		$ -	

SUPPLIES and CONTROLLED ASSETS	DIPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
Office Supplies	-		-	
Program Curriculum	-		-	
Outreach Materials/Program Literature	-		-	
Technology (controlled assets)	-		-	
other supplies and controlled assets	-		-	
other supplies and controlled assets	-		-	
other supplies and controlled assets	-		-	
other supplies and controlled assets	-		-	
other supplies and controlled assets	-		-	
other supplies and controlled assets	-		-	
Total	$ -		$ -	

CAPITAL EQUIPMENT (greater than $5K)	DIPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
	-		-	
	-		-	
Total	$ -		$ -	

OTHER	DIPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
Other	444,193.35	Subawards are TBD. There will be multiple subawards to ensure all contractual obligations are fulfilled. Each subaward budget will be submitted to DIPS for approval prior to subcontracting.	-	
Other	-		-	
Other	-		-	
Other	-		-	
Other	-		-	
Other	-		-	
Other	-		-	
Other	-		-	
Other	-		-	
Other	-		-	
Other	-		-	
Other	-		-	
Other	-		-	
Other	-		-	
Other	-		-	
Total	$ 444,193.35		$ -	

SUBTOTAL Excluding Subawards	DIPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
	$ 444,193.35		$ -	

CONTRACTUAL - Subawards	DIPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match Budget Narrative
	-	see corresponding tab for budget details		see corresponding tab for budget details
	-	see corresponding tab for budget details		see corresponding tab for budget details
	-	see corresponding tab for budget details		see corresponding tab for budget details
	-	see corresponding tab for budget details		see corresponding tab for budget details
	-	see corresponding tab for budget details		see corresponding tab for budget details
	-	see corresponding tab for budget details		see corresponding tab for budget details
	-	see corresponding tab for budget details		see corresponding tab for budget details
	-	see corresponding tab for budget details		see corresponding tab for budget details
	-	see corresponding tab for budget details		see corresponding tab for budget details
Total	$ -		$ -	

Subaward Expenses Added to Indirect Cost Budget	
Reimbursable Amount Subject to Indirect Cost Rate	Match Amount Subject to Indirect Cost Rate
$ -	$ -
$ -	$ -
$ -	$ -
$ -	$ -
$ -	$ -
$ -	$ -
$ -	$ -
$ -	$ -
$ -	$ -
$ -	$ -

Subaward Costs added to the Indirect Cost Calculation				
	$ -		$ -	

INDIRECT COSTS	DIPS Grant Budget	Methodology for Grant Budget Narrative	Match Budget	Methodology for Match
0.00%	-		-	
Indirect Cost Rate adjustment	-		-	
Total	$ -		$ -	

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Exhibit A. HHSC AND DFPS AFFIRMATIONS AND GRANT OPPORTUNITY ACCEPTANCE

In this document, the terms Applicant, Contractor, and Vendor, when referring to the following affirmations (whether framed as certifications, representations, warranties, or in other terms) refer to Applicant, and the affirmations apply to all Applicants regardless of their business form (e.g., individual, partnership, corporation).

Applicant affirms, without exception, as follows:

1. Applicant represents and warrants that all certifications, representations, warranties, and other provisions in this Affirmations and Grant Opportunity Acceptance apply to Applicant and all of Applicant's principals, officers, directors, shareholders, partners, owners, agents, employees, subcontractors, subawards, independent contractors, and any other representatives who may provide services under, who have a financial interest in, or otherwise are interested in this Grant Opportunity or any Grant Agreement resulting from this Grant Opportunity.
2. Applicant represents and warrants that all statements and information provided to HHSC and DFPS are current, complete, and accurate. This includes all statements and information in this Grant Application.
3. Applicant understands that HHSC and DFPS will comply with the Texas Public Information Act (Chapter 552 of the Texas Government Code) as interpreted by judicial rulings and opinions of the Attorney General of the State of Texas. Information, documentation, and other material prepared and submitted in connection with this Grant Opportunity or any resulting Grant Agreement may be subject to public disclosure pursuant to the Texas Public Information Act. In accordance with Section 2252.907 of the Texas Government Code, Applicant is required to make any information created or exchanged with the State pursuant to the Grant Agreement, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.
4. Applicant represents and warrants that it will comply with the requirements of Section 552.372(a) of the Texas Government Code. Except as provided by Section 552.374(c) of the Texas Government Code, the requirements of Subchapter J (Additional Provisions Related to Contracting Information), Chapter 552 of the Government Code, may apply to the Grant Agreement and the Applicant agrees that the Grant Agreement can be terminated if the Applicant knowingly or intentionally fails to comply with a requirement of that subchapter.
5. Applicant acknowledges its obligation to specifically identify information it contends to be confidential or proprietary and, if Applicant designated substantial portions of its

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Grant Application or its entire Grant Application as confidential or proprietary, the Grant Application is subject to being disqualified.

6. Applicant's Grant Application will remain a firm and binding offer for 240 days from the date the Grant Application is due.

7. Applicant shall not assign its rights under the Grant Agreement or delegate the performance of its duties under the Grant Agreement without prior written approval from HHSC or DFPS. Any attempted assignment in violation of this provision is void and without effect.

8. Applicant accepts the Grant Opportunity terms and conditions unless specifically noted by exceptions advanced in the form and manner directed in the Grant Opportunity. No exceptions, terms, or conditions will be considered if not advanced in the form and manner directed in the Grant Opportunity. Applicant agrees that all exceptions to the Grant Opportunity as well as terms and conditions advanced by Applicant that differ in any manner from DFPS's terms and conditions are rejected unless expressly accepted by DFPS in writing in a fully executed Grant Agreement.

9. Applicant agrees that HHSC and DFPS has the right to use, produce, and distribute copies of and to disclose to HHSC and DFPS employees, agents, and contractors and other governmental entities all or part of Applicant's Grant Application as HHSC or DFPS deems necessary to complete the procurement process or comply with state or federal laws.

10. Applicant generally releases from liability and waives all claims against any party providing information about the Applicant at the request of HHSC or DFPS.

11. Applicant acknowledges all addenda and amendments to the Grant Opportunity.

12. Applicant certifies that if a Texas address is shown as the address of Applicant on this Application, Applicant qualifies as a Texas Bidder as defined in Section 2155.444(c) of the Texas Government Code.

13. Applicant represents and warrants that it qualifies for all preferences claimed under 34 Texas Administrative Code, Section 20.306 or Chapter 2155, Subchapter H of the Texas Government Code as indicated below (check applicable boxes):

- ☐ Goods produced or offered by a Texas bidder that is owned by a Texas resident service-disabled veteran
- ☐ Goods produced in Texas or offered by a Texas bidder that is not owned by a Texas resident service-disabled veteran
- ☐ Agricultural products grown in Texas
- ☐ Agricultural products offered by a Texas bidder
- ☐ Services offered by a Texas bidder that is owned by a Texas resident service-disabled veteran

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- ☐ Services offered by a Texas bidder that is not owned by a Texas resident service-disabled veteran
- ☐ Texas Vegetation Native to the Region
- ☐ USA-produced supplies, materials or equipment
- ☐ Products of persons with mental or physical disabilities
- ☐ Products made of recycled, remanufactured, or environmentally sensitive materials including recycled steel
- ☐ Energy efficient products
- ☐ Rubberized asphalt paving material
- ☐ Recycled motor oil and lubricants
- ☐ Products produced at facilities located on formerly contaminated property
- ☐ Products and services from economically depressed or blighted areas
- ☐ Vendors that meet or exceed air quality standards
- ☐ Recycled or reused computer equipment of other manufacturers
- ☐ Foods of higher nutritional value
- ☐ Commercial production company or advertising agency located in Texas

14. Applicant has not given, has not offered to give, and does not intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this Grant Application, this Grant Opportunity, or any Grant Agreement resulting from this Grant Opportunity.

15. Under Section 2155.004, Texas Government Code (relating to financial participation in preparing Grant Opportunitys), Applicant certifies that the individual or business entity named in this Application or Grant Agreement is not ineligible to receive the specified Grant Agreement and acknowledges that this Grant Agreement may be terminated and payment withheld if this certification is inaccurate.

16. Under Sections 2155.006 and 2261.053 of the Texas Government Code (relating to convictions and penalties regarding Hurricane Rita, Hurricane Katrina, and other disasters), the Applicant certifies that the individual or business entity named in this bid or Grant Agreement is not ineligible to receive the specified Grant Agreement and acknowledges that this Grant Agreement may be terminated and payment withheld if this certification is inaccurate.

17. Under Section 231.006(d) of the Texas Family Code regarding child support, Applicant certifies that the individual or business entity named in this Application is not ineligible to receive the specified payment and acknowledges that the Grant Agreement may be terminated and payment may be withheld if this certification is inaccurate. Furthermore, any Applicant subject to Section 231.006 of the Texas Family Code must

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include in the Application the names and social security numbers (SSNs) of each person with at least 25% ownership of the business entity submitting the Application:

Name: _____ SSN: _____

Name: _____ SSN: _____

Name: _____ SSN: _____

Name: _____ SSN: _____

FEDERAL PRIVACY ACT NOTICE: This notice is given pursuant to the Federal Privacy Act. Disclosure of requested SSNs is required under Section 231.006(c) and Section 231.302(c)(2), Texas Family Code. The SSNs will be used to identify persons that may owe child support. The SSNs will be kept confidential to the fullest extent permitted by law.

If submitted by email, Applications containing SSNs must be encrypted. Failure by a Applicant to provide or encrypt the SSNs as required may result in disqualification of the Applicant's Application.

18. Applicant certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the *State of Texas Debarred Vendor List* maintained by the Texas Comptroller of Public Accounts and the *System for Award Management (SAM)* maintained by the General Services Administration. This certification is made pursuant to the regulations implementing Executive Order 12549 and Executive Order 12689, Debarment and Suspension, 2 C.F.R. Part 376, and any relevant regulations promulgated by the Department or Agency funding this project. This provision shall be included in its entirety in Applicant's subawards, if any, if payment in whole or in part is from federal funds.

19. Applicant certifies that it is not listed in the prohibited vendors list authorized by Executive Order 13224, *"Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism,"* published by the United States Department of the Treasury, Office of Foreign Assets Control.

20. Applicant represents and warrants that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization, as prohibited by Section 2252.152 of the Texas Government Code.

21. In accordance with Section 669.003 of the Texas Government Code, relating to contracting with the executive head of a state agency, Applicant certifies that it is not (1) the executive head of an HHS agency, (2) a person who at any time during the four years before the date of the Grant Agreement was the executive head of an HHS agency, or (3) a person who employs a current or former executive head of an HHS agency.

22. Under Section 2155.0061 of the Texas Government Code, the Applicant certifies that the individual or business entity named in this Application or Grant Agreement is not

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ineligible to receive the specified Grant Agreement and acknowledges that this Grant Agreement may be terminated and payment withheld if this certification is inaccurate.

23. Applicant represents and warrants that it is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171 of the Texas Tax Code.

24. Applicant agrees that any payments due under any Grant Agreement resulting from this Grant Opportunity shall be applied towards any debt or delinquency that is owed to the State of Texas.

25. Applicant represents and warrants that payments to Applicant and Applicant's receipt of appropriated or other funds under any Grant Agreement resulting from this Grant Opportunity are not prohibited by Sections 556.005, 556.0055, or 556.008 of the Texas Government Code (relating to use of appropriated money or state funds to employ or pay lobbyists, lobbying expenses, or influence legislation).

26. Applicant agrees to comply with Section 2155.4441 of the Texas Government Code, requiring the purchase of products and materials produced in the State of Texas in performing service contracts.

27. Applicant agrees that upon request of HHSC or DFPS, Applicant shall provide copies of its most recent business continuity and disaster recovery plans.

28. Applicant expressly acknowledges that state funds may not be expended in connection with the purchase of an automated information system unless that system meets certain statutory requirements relating to accessibility by persons with visual impairments. Accordingly, Applicant represents and warrants to HHSC and DFPS that the technology provided to HHSC or DFPS for purchase is capable, either by virtue of features included within the technology or because it is readily adaptable by use with other technology, of:

    - providing equivalent access for effective use by both visual and non-visual means;
    - presenting information, including prompts used for interactive communications, in formats intended for non-visual use; and
    - being integrated into networks for obtaining, retrieving, and disseminating information used by individuals who are not blind or visually impaired.

    For purposes of this Section, the phrase "equivalent access" means a substantially similar ability to communicate with or make use of the technology, either directly by features incorporated within the technology or by other reasonable means such as assistive devices or services which would constitute reasonable accommodations under the Americans With Disabilities Act or similar state or federal laws. Examples of methods by which equivalent access may be provided include, but are not limited to, keyboard alternatives to mouse commands and other means of navigating graphical displays, and customizable display appearance.

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29. If Applicant is submitting a Application for the purchase or lease of computer equipment, then Applicant certifies that it is in compliance with Subchapter Y, Chapter 361 of the Texas Health and Safety Code related to the Computer Equipment Recycling Program and the Texas Commission on Environmental Quality rules in 30 TAC Chapter 328.

30. If Applicant is submitting a Application for the purchase or lease of covered television equipment, then Applicant certifies that it is compliance with Subchapter Z, Chapter 361 of the Texas Health and Safety Code related to the Television Equipment Recycling Program.

31. Applicant represents and warrants that it will comply with the requirements of Section 2054.5192 of the Texas Government Code relating to cybersecurity training and required verification of completion of the training program.

32. Applicant acknowledges that, pursuant to Section 572.069 of the Texas Government Code, a former state officer or employee of a state agency who during the period of state service or employment participated on behalf of a state agency in a procurement or contract negotiation involving Applicant may not accept employment from Applicant before the second anniversary of the date the Grant Agreement is signed or the procurement is terminated or withdrawn.

33. Applicant represents and warrants that it has no actual or potential conflicts of interest in providing the requested goods or services to DFPS under this Grant Opportunity and any resulting Grant Agreement and that Applicant's provision of the requested goods and/or services under this Grant Opportunity and any resulting Grant Agreement will not constitute an actual or potential conflict of interest or reasonably create an appearance of impropriety.

34. Applicant understands that HHSC and DFPS do not tolerate any type of fraud. HHSC and DFPS policy is to promote consistent, legal, and ethical organizational behavior by assigning responsibilities and providing guidelines to enforce controls. Violations of law, agency policies, or standards of ethical conduct will be investigated, and appropriate actions will be taken. All employees or contractors who suspect fraud, waste or abuse (including employee misconduct that would constitute fraud, waste, or abuse) are required to immediately report the questionable activity to both the Health and Human Services Commission's Office of the Inspector General at 1-800-436-6184 and the State Auditor's Office. Applicant agrees to comply with all applicable laws, rules, regulations, including DFPS and HHSC policies regarding fraud including, but not limited to, HHS Circular C-027.

35. The undersigned affirms under penalty of perjury of the laws of the State of Texas that (a) in connection with this Application, neither I nor any representative of the Applicant has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15; (b) in connection with this Application, neither I nor any

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representative of the Applicant has violated any federal antitrust law; and (c) neither I nor any representative of the Applicant has directly or indirectly communicated any of the contents of this Application to a competitor of the Applicant or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Applicant.

36. Applicant represents and warrants that it is not aware of and has received no notice of any court or governmental agency proceeding, investigation, or other action pending or threatened against Applicant or any of the individuals or entities included in numbered paragraph 1 of this Affirmations and Grant Opportunity Acceptance within the five (5) calendar years immediately preceding the submission of this Grant Application that would or could impair Applicant's performance under any Grant Agreement resulting from this Grant Opportunity, related to the grant services, or otherwise be relevant to DFPS' consideration of entering into a Grant Agreement. If Applicant is unable to make the preceding representation and warranty, then Applicant instead represents and warrants that it has provided to HHSC and DFPS a complete, detailed disclosure of any such court or governmental agency proceeding, investigation, or other action that would or could impair Applicant's performance under a grant awarded as a result of this Grant Opportunity, related to the grant services, or otherwise be relevant to DFPS' consideration of entering into a Grant Agreement. In addition, Applicant acknowledges this is a continuing disclosure requirement. Applicant represents and warrants that, if awarded a grant as a result of this Grant Opportunity, Applicant shall notify DFPS in writing within five (5) business days of any changes to the representations or warranties in this clause and understands that failure to so timely update DFPS shall constitute breach of contract and may result in immediate grant termination.

37. Applicant certifies that for this grant, Applicant shall utilize the U.S. Department of Homeland Security's E-Verify system during the Period of Performance to determine the eligibility of:

    (a) all persons employed by Applicant to perform duties within Texas; and

    (b) all persons, including subawards, assigned by Applicant to perform work pursuant to the grant within the United States of America.

38. Pursuant to Section 2271.002 of the Texas Government Code, Applicant certifies that either (i) it meets an exemption criteria under Section 2271.002; or (ii) it does not boycott Israel and will not boycott Israel during the term of the contract resulting from this Grant Opportunity. If Applicant refuses to make that certification, Applicant shall state here any facts that make it exempt from the boycott certification:

_____

_____

_____.

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39. Applicant understands, acknowledges, and agrees that, pursuant to Article IX, Section 6.25 of the General Appropriations Act (the Act), to the extent allowed by federal and state law, money appropriated by the Texas Legislature may not be distributed to any individual or entity that, during the period for which funds are appropriated under the Act: (i) performs an abortion procedure that is not reimbursable under the state's Medicaid program; (ii) is commonly owned, managed, or controlled by an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program; or (iii) is a franchise or affiliate of an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program. The provision does not apply to a hospital licensed under Chapter 241, Health and Safety Code, or an office exempt under Section 245.004(2), Health and Safety Code. Applicant represents and warrants that it is not ineligible, nor will it be ineligible during the Period of Peformance resulting from this Grant Opportunity, to receive appropriated funding pursuant to Article IX, Section 6.25.

40. Applicant understands, acknowledges, and agrees that, pursuant to Chapter 2272 of the Texas Government Code, except as exempted under that Chapter, DFPS cannot award grants to an abortion provider or an affiliate of an abortion provider. Applicant certifies that it is not ineligible to provide services to DFPS under the terms of Chapter 2272 of the Texas Government Code. If Applicant refuses to make that certification, Applicant shall state here any facts that make it exempt from the certification:

_____

_____

_____.

41. Applicant understands, acknowledges, and agrees, that Grant Applications and Agreements are subject to the Texas Public Information Act (PIA), Texas Government Code Chapter 552, and may be disclosed to the public upon request or through posting on HHSC or DFPS website, the LBB's website, or as otherwise required by law. Applicant certifies that it:

☐ asserts that information provided in its Application is exempt from disclosure under the PIA, and Applicant, therefore, has submitted a "Public Information Act Copy" as required under the Grant Opportunity; or

☐ asserts that there is no information provided in its Application that is exempt from disclosure under the PIA, and Applicant, therefore, has not submitted a "Public Information Act Copy."

42. Applicant understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Applicant is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of any grant resulting from this Grant Opportunity.

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43. Applicant represents and warrants that it will comply with all applicable laws and maintain all permits and licenses required by applicable city, county, state, and federal rules, regulations, statutes, codes, and other laws that pertain to any grant resulting from this Grant Opportunity.

44. Applicant represents and warrants that all statements and information prepared and submitted in this document are current, complete, true, and accurate. Submitting an Application with a false statement or material misrepresentations made during the performance of a grant is a material breach of contract and may void the submitted Application and any resulting Grant Agreement.

45. By submitting this Application, Applicant represents and warrants that the individual submitting this document and the documents made part of this Application is authorized to sign such documents on behalf of the Applicant and to bind the Applicant under any grant that may result from the submission of this Application.

Signature Page Follows

HHS0008417 Exhibit A

Authorized representative on behalf of Applicant must complete and sign the following:

Tarrant County
Legal Name of Applicant

d/b/a Tarrant County Public Health
Assumed Business Name of Applicant, if applicable (d/b/a or 'doing business as')

Texas County(s) for Assumed Business Name (d/b/a or 'doing business as')
Attach Assumed Name Certificate(s) filed with the Texas Secretary of State for each Texas County Where Assumed Name Certificate(s) has been filed

B. Glen Whitley	November 24, 2020
Signature of Authorized Representative	**Date Signed**
B. Glen Whitley	Tarrant County Judge
Printed Name of Authorized Representative First, Middle Name or Initial, and Last Name	**Title of Authorized Representative**
100 E. Weatherford St., Suite 305	Fort Worth, Texas, 76196
Physical Street Address	**City, State, Zip Code**
Mailing Address, if different	**City, State, Zip Code**
817-884-1234	
Phone Number	**Fax Number**
countyjudgegrants@tarrantcounty.com	068365220
Email Address	**DUNS Number**
75-6001170	
Federal Employer Identification Number	**Texas Payee ID No. – 11 digits**
Texas Franchise Tax Number	**Texas Secretary of State Filing Number**

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EXHIBIT K: EXCEPTIONS

Tarrant County CYD – No Exceptions

NOTE TO APPLICANTS: COMPLETION OF THIS EXHIBIT IS NOT REQUIRED IF THERE ARE NO EXCEPTIONS. SEE HHS0008417 SECTION 4.5.2.

No exception—nor any term, condition, or provision in a Grant Application that differs, varies from, or contradicts this Request for Application—will be a part of any Grant Agreement resulting from this Request for Application unless expressly made a part of the Agreement in writing by DFPS.

Grant Opportunity	Grant Opportunity Section Number	RFA Language to which Exception is Taken	Basis of Exception	Applicant's Proposed Language	Still Want to be Considered for Grant Award if Exception Denied? (State "Yes" or "No")

HHS0008417 Community Youth Development (CYD) RFA

Exhibit T - Certification Regarding Lobbying

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

* APPLICANT'S ORGANIZATION	Tarrant County
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix:	
* First Name:	B.
Middle Name:	Glen
* Last Name:	Whitley
Suffix:	
* Title:	Tarrant County Judge
* SIGNATURE:	B Glen Whitley
* DATE:	11/24/2020

RFA HHS0008417 CYD

EXHIBIT S

OMB Approval No. 0348-0040

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
J3 Glen Whitley	Tarrant County Judge
APPLICANT ORGANIZATION	DATE SUBMITTED
Tarrant County	November 24, 2020

Standard Form 424B (Rev. 7-97) Back

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Attachment J
Budget Workbook

Health and Human Services Commission			
Family Support Services			
Grant Agreement Budget			
Grantee:	Tarrant County		
Agency Account ID:	24821479		
HHSC Dept ID #	15CYDGRL		
FSS Program:	Community Youth Development (CYD)		
Total Not-to-Exceed Amount:	$3,600,000.00		
Cost Categories	(A.) **Reimbursable**	(B.) **Other (Cost Sharing)**	(C.) **Program Total**
(1A) Personnel - Salaries	$408,399.84	$8,515.00	$416,914.84
(1B) Personnel - Fringe Benefits - by Employee	$0.00	$0.00	$0.00
(1C) Personnel - Fringe Benefits - by Type	$145,849.54	$0.00	$145,849.54
(2) Travel	$4,543.28	$0.00	$4,543.28
(3) Supplies and Controlled Assets	$60,246.83	$0.00	$60,246.83
(4) Capital Equipment (greater than $10K)	$0.00	$0.00	$0.00
(5) Other Costs	$1,140,585.00	$0.00	$1,140,585.00
(6) Contractual	$1,625,765.39	$695,068.42	$2,320,833.81
Direct Costs Total	$3,385,389.88	$703,583.42	$4,088,973.30
Indirect Costs (36.41%)	$66,799.12	$105,537.51	$172,336.63
Potential Additional Award	$147,811.00		$147,811.00
TOTAL Not-to-Exceed	**$3,600,000.00**	**$809,120.93**	**$4,409,120.93**

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TEXAS Health and Human Services

Texas HHS Indirect Cost Rate Group
https://ithhs.my.salesforce-sites.com/TXHHSICRGLandingPage

DATE: February 3, 2026

Texas Identification Number: 17560011706
CONTACT NAME: Juanita Mendoza, Grants Manager
GRANTEE: Tarrant County
ADDRESS: 100 E Weatherford St. #506, Fort Worth TX 76196 -0301

The indirect cost rate(s) contained herein are for use on grants with Federal, State, or both governments to which 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards or the State of Texas Uniform Grant Management Standards apply, subject to the limitations contained in the sections below.

SECTION 1: HHS SYSTEMS ISSUED RATE(S)

HHS System Issued Rate

Rate Type	RATE PERIOD Start Date	End Date	Rate*	Rate Base	Applicable To	Next Proposal Due
Fixed with Carry-forward	Oct 1, 2025	Sep 30, 2026	36.41% Restricted ** 36.60% Unrestricted	Direct Salaries	Health Department	Aug 31, 2026

*If the indirect cost rate for the next fiscal year is not approved prior to the start of the next fiscal year use this rate as a billing rate until a new rate is established. This exception shall not exceed one year from the End Date shown above. ICR Proposals must be submitted within the above timelines to continue recovering indirect costs. Extensions to these dates must be approved by the Indirect Cost Rate Group for extenuating circumstances that may occur.

**The Restricted rate is applicable to US HHS grant awards and subawards. US HHS grant awards and subawards are subject to salary cap limitation which is reflected in the restricted rate. The Unrestricted rate is applicable to non-US HHS grant awards and subawards.

Rate Base Details

Direct Salaries means total direct salaries and wages, excluding fringe benefits. The rate applies to all programs administered by the non-federal entity. To determine the amount of indirect costs to be billed under this agreement, direct salaries and wages should be summed and multiplied by the rate. All other program costs, including fringe benefits associated with direct salaries, should be eliminated.

SECTION 2: ACCOUNTING TREATMENT OF FRINGE BENEFITS COST

Accounting Methods

Fringe Benefit Rate:	N/A
Fringe Benefits:	Vacation, Sick pay, F.I.C.A, Retirements, Health and Life Insurance, Worker's Compensation, car, mobile phone and uniform allowance meals, clothing, adoption assistance, tuition reimbursement, longevity, premium pays, (I.e... shift, field training, etc. certification pay, juvenile supplement pay, flexible spending account, health saving accounts and employee assistance programs.
Paid Absences:	Vacation, Holiday and Sick leave is claimed on Grants, contracts and on other agreements as part of the normal costs for salaries and wedges. Separate claims made for the costs of these paid absences.

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SECTION 3: Deadlines for Proposal Submissions

Your FY2027Fixed with Carry-forward ICR proposal with the FY2025carry-forward adjustment must be submitted via the ICRG Landing Page no later than August 31, 2026
Please provide your FY 2025 audit report* along with the ICR Proposal Packet. Select the "Submit ICR Proposal" option to upload all required documents. The proposal packet must be submitted on the HHS Indirect Cost Rate Group approved ICR Proposal Packet templates. Select "Technical Assistance" to request copies of the approved templates.

*Your audit should include a Schedule of Indirect Costs. The Schedule of Indirect Costs must show the incurred expenses versus the recovered expenses for the carry-forward calculation. Please see the enclosed example.

SECTION 4: KEY GUIDELINES AND CONDITIONS

A. LIMITATIONS: Use of the rate(s) contained in the Agreement is subject to all statutory or administrative limitations and is applicable to a given Federal award or contract only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated upon the following conditions: (1) that no costs other than those incurred by the grantee were included in its indirect cost pool as finally accepted and that such incurred costs are legal obligations of the grantee and allowable under the governing cost principles, (*See* 2 CFR 200, Subpart E); (2) Unallowable costs have been adjusted appropriately when allocating costs identified in the proposal; (3) that the same costs that have been treated as indirect costs have not been claimed as direct costs; (4) that similar types of costs have been accorded consistent treatment; and (5) that the information provided by the grantee which was used as a basis for acceptance of the rate(s) agreed to herein is not subsequently found to be materially inaccurate; (6) that a restricted rate or limit to the indirect cost rate or amount is not required under the enabling statute or by the cognizant federal agency; (7) indirect costs may only be recovered to the extent direct costs were incurred; and (8) the rates cited in this Agreement may be subject to audit. Indirect cost elements and the type of distribution base used in computing the rates are subject to revision when a final rate is negotiated to settle the provisional rate or if unusual circumstances affect the negotiated predetermined rate. In such situations, the rate(s) may be subject to renegotiation at the discretion of the cognizant agency.

B. CHANGES IMPACTING THE INDIRECT COST RATE PROPOSAL: This agreement is based on the organizational structure and the accounting methodology purported by the grantee to be in effect during the Agreement period. Changes which affect the amount of reimbursement resulting from the use of this Agreement require prior approval from the cognizant organization. Failure to obtain approval may result in subsequent cost disallowance. To notify us of organizational changes which impact the indirect cost rate, please submit a Technical Assistance request at the Landing Page referenced in Section 3 of this agreement.

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C. **NOTIFICATION TO FEDERAL AND STATE AGENCIES:** A copy of this document may be provided by the grantee to other Federal or State funding sources as a means of notifying them of the Agreement contained herein.

D. **APPLICATION OF INDIRECT COST RATE TO EXISTING GRANTS**: Indirect costs charged to a grant by means other than the rate(s) cited in this Agreement should be adjusted to the applicable rate cited herein.

E. **GOVERNMENT COMMISSIONS** (REGIONAL PLANNING COMMISSIONS, COUNCILS OF GOVERNMENT, ETC): Title 12 of Texas Local Government Code §391.0115(e) limits your organization's indirect costs to 15% or less of your organization's total expenditures, not including capital expenditures, subcontracts, subawards, and pass-through expense.

SECTION 5: RATE TYPE DEFINITIONS

A. **Fixed Carry-forward and Adjustments:** A fixed carry-forward rate means an indirect cost rate which has the same characteristics as a predetermined rate, except that the difference between the estimated costs and the actual, allowable costs of the period covered by the rate is carried forward as an adjustment to the rate computation of a subsequent period. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

SECTION 6. ACCEPTANCE OF AGREEMENT

GRANTEE	COGNIZANT AGENCY
Tarrant County	Texas Health and Human Services Commission
Grantee Name	**Agency Name**
Kimberly M. Buchanan Title County Auditor	Ariana Torres, Federal Funds Deputy Director
Name of Grantee Signature Authority	**Name of Agency Signature Authority**
Kimberly M. Buchanan Digitally signed by Kimberly M. Buchanan Date: 2026.02.03 13:57:06 -06'00'	Digitally signed by Ariana Torres Date: 2026.02.03 11:00:30 -06'00'
Grantee Signature	**Agency Signature**

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Health and Human Services (HHS)
Additional Provisions – Grant Funding
Version 1.0
Effective: February 2021

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

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ADDITIONAL PROVISIONS

The terms and conditions of these Additional Provisions are incorporated into and made a part of the Grant Agreement. Terms included in these Additional Provisions and not otherwise defined have the meanings assigned to them in HHS Uniform Terms and Conditions, Attachment C.

1. TURNOVER PLAN

System Agency, in its sole discretion, may require Grantee to develop and submit a Turnover Plan at any time during the term of the Grant Agreement. Grantee must submit the Turnover Plan to System Agency for review and approval. The Turnover Plan must describe Grantee's policies and procedures that will ensure:

i. The least disruption in the implementation and performance of grant-funded activities during Turnover; and
ii. Full cooperation with System Agency or its designee in transferring the performance and obligations of the Grant Agreement.

2. TURNOVER ASSISTANCE

Grantee will provide any assistance and actions reasonably necessary to enable System Agency or its designee to effectively close out the Grant Agreement and transfer the performance and obligations of the Grant Agreement to another Grantee or to System Agency if necessary. Grantee agrees that this obligation survives the termination, regardless of whether for cause or convenience, or the expiration of the Grant Agreement and remains in effect until completed to the satisfaction of System Agency.

3. SERVICES AND INFORMATION FOR PERSONS WITH LIMITED ENGLISH PROFICIENCY

A. Grantee shall take reasonable steps to provide services and information both orally and in writing, in appropriate languages other than English, to ensure that persons with limited English proficiency are effectively informed and can have meaningful access to programs, benefits and activities. Meaningful access may entail providing language assistance services, including oral interpretation and written translation, if necessary. More information can be found at https://www.lep.gov/.
B. Grantee shall identify and document on the client records the primary language/dialect of a client who has limited English proficiency and the need for translation or interpretation services and shall not require a client to provide or pay for the services of a translator or interpreter.
C. Grantee shall make every effort to avoid use of any persons under the age of 18 or any family member or friend of the client as an interpreter for essential communications with a client with limited English proficiency, unless the client has requested that person and using the person would not compromise the effectiveness of services or violate the client's confidentiality and the client is advised that a free interpreter is available.

4. INTERIM EXTENSION AMENDMENT

A. Prior to or on the expiration date of this Grant Agreement, the Parties agree that this Grant Agreement can be extended as provided under this section.
B. The System Agency shall provide written notice of interim extension amendment to the

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Grantee under one of the following circumstances:

i. Continue provision of services in response to a disaster declared by the governor; or
ii. To ensure that services are provided to clients without interruption.

C. The System Agency will provide written notice of the interim extension amendment that specifies the reason for it and period of time for the extension.
D. Grantee will provide and invoice for services in the same manner that is stated in the Grant Agreement.
E. An interim extension under subsection (B)(i) of this section shall extend the term of the Grant Agreement not longer than 30 days after the governor declares a disaster unless the Parties agree to a shorter period of time.
F. An interim extension under subsection (B)(i) of this section shall be a one-time extension for a period of time determined by the System Agency.

5. PROJECT COMMENCEMENT

The Grantee shall begin the grant-funded project on the start date of the grant term or grant execution date, whichever is later, unless otherwise approved by System Agency. If project commencement is delayed, the Grantee must submit in writing to the assigned contract manager the steps taken to initiate the project, the reasons for the delay, and the expected start date. System Agency may require Grantee to take immediate remedial or corrective action in response to any delay.

6. BACKGROUND CHECKS AND DISCIPLINARY ACTIONS

A. Grantee shall develop, implement, and maintain written policies and procedures to ensure the health and safety of all participants receiving services under this Grant Agreement, including clearly defined disciplinary action steps and processes for addressing violations of health and safety standards.
B. Grantee must follow HHSC requirements regarding background checks and records maintenance as outlined in the background check requirements on the HHS contractor resource page https://fss.hhs.texas.gov/Grantees/contractor_resources.asp.
C. Grantee shall document in employee or volunteer file, and make available upon request during monitoring, when Grantee learns of or has any reason to believe it or any person with ownership or controlling interest in Grantee, or their agent, employee, volunteer or other person working with the help and support of a grantee who has direct contact with children or families or access to personally identifying information and is providing services under this Grant Agreement has been placed on community supervision, received deferred adjudication, or been indicted for or convicted of a criminal offense involving financial misconduct, misuse of federal or state funds, or a felony sex crime. If there is any indication that action may be required regarding the individual's continued role, the Grantee must consult the Licensed or Certified Child Care Operations: Criminal History Requirements chart to determine appropriate steps based on the offense. See https://www.hhs.texas.gov/sites/default/files/documents/doing-business-with-hhs/provider-portal/protective-services/ccl/criminal-history/lcco-chart.pdf.

Docusign Envelope ID: 88A4D9DD-A236-411A-B4FE-52B704A262AC

D. Grantee shall not permit any employee, volunteer, or other person working with the help and support of a grantee who engaged, or was alleged to have engaged, in any activity subject to reporting under this section to perform direct client services, have direct contact with clients, or have access to personally identifying information, unless otherwise directed in Licensed or Certified Child Care Operations: Criminal History Requirements. See https://www.hhs.texas.gov/sites/default/files/documents/doing-business-with-hhs/provider-portal/protective-services/ccl/criminal-history/lcco-chart.pdf.

7. NOTICE OF GRANT AGREEMENT ACTION

Grantee shall notify the assigned System Agency contract manager if Grantee has any grant agreement or contract suspended or terminated for cause by any local, state, or federal department or agency or nonprofit entity within five business days of becoming aware of the action and include the following:

i. Reason for such action;
ii. Name and contact information of the local, state, or federal department or agency or entity;
iii. Effective start date of the grant agreement;
iv. Date of suspension or termination; and
v. Grant agreement or case reference number.

8. NOTICE OF BANKRUPTCY

Grantee shall notify in writing the assigned System Agency contract manager of its plan to seek bankruptcy protection within five business days of such action by Grantee.

9. NOTICE OF CHANGE OF CONTACT PERSON OR KEY PERSONNEL

The Grantee shall notify in writing the assigned System Agency contract manager within five business days of any change to the Grantee's Contact Person or Key Personnel.

10. NOTICE OF INSOLVENCY, INCAPACITY, OR OUTSTANDING UNPAID OBLIGATIONS

Grantee shall notify in writing its assigned System Agency contract manager of any insolvency, incapacity, or outstanding unpaid obligations of Grantee owed to the Internal Revenue Service or the State of Texas, or any agency or political subdivision of the State of Texas within five business days of the date of Grantee becoming aware of such.

Certificate Of Completion

Envelope Id: 88A4D9DD-A236-411A-B4FE-52B704A262AC
Status: Sent
Subject: Amend. $3,600,000.00; HHS000841700005; Tarrant County A-5; HHSC/CPSO/FHS/Family Support Services
Procurement Number:
Source Envelope:
Document Pages: 1047
Signatures: 0
Certificate Pages: 2
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-06:00) Central Time (US & Canada)

Envelope Originator:
Texas Health and Human Services Commission
1100 W. 49th St.
Austin, TX 78756
PCS_DocuSign@hhsc.state.tx.us
IP Address: 167.137.1.13

Record Tracking

Status: Original
4/21/2026 2:50:05 PM
Holder: Texas Health and Human Services Commission
PCS_DocuSign@hhsc.state.tx.us
Location: DocuSign
Security Appliance Status: Connected
Pool: FedRamp

Signer Events	Signature	Timestamp
Tim O'Hare countyjudgegrants@tarrantcounty.com County Judge Tarrant County Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		Sent: 4/22/2026 11:43:51 AM Viewed: 4/22/2026 4:02:04 PM
Crystal Starkey crystal.starkey@hhs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Felicia Hays felicia.hays@hhs.texas.gov Division Administrator Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/22/2026 11:43:49 AM

Carbon Copy Events	Status	Timestamp
FHS DEC Mailbox FHSDEC@hhs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/22/2026 11:43:49 AM
HHS FSS Contracting fsscontracting@hhs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/22/2026 11:43:50 AM
Lindsey Perrin lindsey.perrin@hhs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/22/2026 11:43:50 AM
Rhonda King rhonda.king@hhs.texas.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/22/2026 11:43:48 AM
Yvette Wingate. Ed.D ymwingate@tarrantcountytx.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 4/22/2026 11:43:52 AM

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/22/2026 11:43:50 AM

Payment Events	Status	Timestamps

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 4
Department: Purchasing	**Prepared By:** Wanyu Chen	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

RFO No. F2026107 - Annual Contract for VMware Cloud Foundation - TIPS #240101 - Information Technology - New Tech Solutions, Inc. - Per Unit Price

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award RFO No. F2026107, Annual Subscription for VMware Cloud Foundation, utilizing The Interlocal Purchasing System (TIPS) Contract #240101, for Information Technology, to New Tech Solutions, Inc. at the per unit price.

BACKGROUND

One thousand two hundred ninety-nine (1,299) vendors were contacted and requested to submit written offers for RFO No. F2026107, Annual Subscription for VMware Cloud Foundation, under cooperative contracts. Three (3) offers and six (6) no-bids were received.

Offers were evaluated by Information Technology and Purchasing representatives. The offer received from New Tech Solutions, Inc. meets all specifications and is acceptable to Information Technology.

This purchase is for the continuation of existing software that supports the County's virtual infrastructure. In use since 2010, this platform provides critical virtualization for servers, enabling secure, efficient delivery of departmental and Countywide applications in a hybrid cloud environment.

New Tech Solutions, Inc. offers the software through the TIPS #240101. The TIPS contract expires on May 31, 2029.

The term of the contract is twelve (12) months, effective July 1, 2026.

Request for Offer (RFO) was issued in accordance with Texas Government Code Chapter 791, Interlocal Cooperation Act and Section 271.101, et seq., of the Texas Local Government Code and Section 791.025 " (c) A local government that purchases good and services under this section satisfies the requirement of the local government to seek competitive bids for the purchase of goods and services."

FISCAL IMPACT

Funding in the amount of $168,912.00 is available in account 10000-2026 General Fund/1810201000 Network Oper/Communication/578025 Software Maintenance and Licenses.

Attachments

F2026107 Backup.pdf

RFO No. F2026107, Annual Contract for VMware Cloud Foundation

Award

						New Tech Solutions, Inc. Fremont, CA HUB - No TIPS #240101		Thomas Gallaway Company, LLC dba Technologent Irvine, CA HUB - Yes DIR-CPO-5175		Zones, LLC Auburn, WA HUB - Yes TIPS #230105	
						Total Price	**$168,912.00**	Total Price	$183,988.80	Total Price	$73,735,142.40
Line #	Description	Mfgr	Mfgno	QTY	UOM	Unit	Extended	Unit	Extended	Unit	Extended
1	VMware Cloud Foundation	Broadcom, Inc.	VCF-CLD-FND-A	432	EA	**$391.00**	**$168,912.00**	$425.90	$183,988.80	$170,683.20	$73,735,142.40

Notes: No Bid received from GOOGOZ.COM, INC., Hypertec USA, Inc., d/b/a Hypertec Direct, PLB SERVICES LLC, QUANTUM SPHERE TECHNOLOGIES, Silicon Mountain Memory d/b/a WTK, LLC, and Tall City Cyber LLC.

INFORMATION TECHNOLOGY
Empowering Innovation
Driving Excellence

Chief Information & Artificial Intelligence Officer
André Mendes

Chief Administrative Officer
Cecilia Webb

Chief Information Security Officer
Russell Scott

Deputy CIO Cloud, Infrastructure & Operations
Anthony Jackson

Deputy CIO Enterprise Applications
Michael Webb

Assistant CIO Governance
Adepeju Ajunwon

Assistant CIO Organizational Change Management & Support Services
Carolyn J. Bogan

Our vision is to be the best IT organization in state and local government within the United States.

200 Taylor Street
Fort Worth, TX 76196

Phone: 817.884.3888
Fax: 817.212.3060

www.tarrantcountytx.gov

5/13/2026

Wanyu Chen
Senior Buyer
100 E. Weatherford Street, Suite 303
Fort Worth, Texas 76196

Re: F2026107– Annual Contract for VMware Cloud Foundation

Dear Ms. Chen:

After evaluation of the information provided in the responses, Tarrant County Information Technology Department recommends award of RFO F2026107 to New Tech Solutions, Inc.

Very sincerely,

Anthony Jackson
Anthony Jackson (05/13/2026 13:02:31 CDT)

Anthony Jackson
Deputy CIO Cloud, Infrastructure & Operations

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFO No. F2026107 - Annual Contract for VMware Cloud Foundation - TIPS #240101 - Information Technology - New Tech Solutions, Inc. - Per Unit Price

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

   If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 14
Department: Purchasing	**Prepared By:** Jill E. Stine	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

RFP No. 2021-137 - Annual Contract for Jail System Food Services - Sheriff's Office - Various Vendors - Exercise Fifth and Final Option for Renewal - Same Contract Terms

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. 2021-137, Annual Contract for Jail System Food Services, for the fifth and final optional twelve (12) month period for at the rate of $1.580 per meal for inmates and $5.126 for officers. All previous terms of the contract shall remain in full force and effect..

BACKGROUND

On September 28, 2021, the Commissioners Court, through Court Order #136503, awarded RFP No. 2021-137, Annual Contract for Jail System Food Services, for the Sheriff's Office, to the following vendors:

Primary	Five Star Correctional Services, Inc.
Secondary	Selrico Services, Inc.
Alternate	Trinity Services Group, Inc. d/b/a Trinity Corrections Services, Inc. in Texas

The awards were based upon evaluation criteria set forth in the RFP specifications and contained options to renew for five (5) additional twelve (12) month periods.

On April 26, 2022, the Commissioners Court, through Court Order #138012, approved the cancellation of the primary award to Five Star Correctional Services, Inc. and awarded the next proposals meeting specifications to the following vendors:

Primary	Selrico Services, Inc.
Secondary	Trinity Services Group, Inc. d/b/a Trinity Corrections Services, Inc. in Texas

On September 20, 2022, the Commissioners Court, through Court Order #139200, approved the first renewal option.

On August 15, 2023, the Commissioners Court, through Court Order #141493, approved the second renewal option.

On August 20, 2024, the Commissioners Court, through Court Order #143703, approved the third renewal option.

On August 5, 2025, the Commissioners Court, through Court Order #145634, approved the fourth renewal option.

The contract is for the serving of inmate and officers' meals three (3) times per day, 365 days per year. The per meal price is on a sliding scale based on the number of meals served.

In a letter dated April 30, 2026, Selrico Services, Inc. requested a price redetermination of $1.580 per meal for inmates from $1.534 (2.998% increase of $0.046) and $5.126 per meal for officers from $4.977 (2.993% increase of $0.149), as outlined in Section III of the RFP and in accordance with the sliding scale defined on page 13 of the RFP. This section provides that a price redetermination may be considered prior to exercising a contract renewal option. The price redetermination is based upon the Consumer Price Index, All Urban Consumers (CPI-U), for prices in the Dallas-Fort Worth and Arlington area published by the Bureau of Labor Statistics.

The vendors notified Purchasing in writing that they will extend the same contract terms through September 30, 2027. The Sheriff's Office notified Purchasing in writing that that they are pleased with the vendors and wants to renew.

Therefore, it is the joint recommendation of Sheriff's Office and Purchasing that the Commissioners Court approve renewal of RFP No. 2021-137, Annual Contract for Jail System Food Services, for another twelve (12) month period.

FISCAL IMPACT

Expenses for the last twelve (12) months were $5,880,000.00. Funding in the amount of $11,265,137.00 has been requested in the FY27 budget in accounts:

10000-2027 General Fund/2120910000 Confinement Administration/565012 Food Contract/Prisoners/565015 Food Contract/Employees

Attachments

backup.pdf

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

May 5, 2026

Christina Aleman
Selrico Services, Inc.
402 W. Rhapsody
San Antonio, TX 78216

Re: RFP No. 2021-137 – Jail System Food Services

Dear Ms. Aleman:

Referenced bid was for twelve (12) months with five (5) options to renew for an additional twelve (12) months each. The original contract was for the period of October 1, 2021, through September 30, 2022. The effective dates for the fifth renewal option will run from October 1, 2026, through September 30, 2027.

Tarrant County Purchasing Department hereby extends an invitation to Selrico Services, Inc. to accept the first option for an additional one (1) year period as the primary vendor for this bid as awarded on September 28, 2021. Selrico Services acknowledges formal renewal of the option, and any contract is contingent upon review and approval by the Tarrant County Commissioners' Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through September 30, 2027.

☒ Yes, Selrico Services will accept the offer with a 3% price increase as stipulated in the contract. This contract pricing must remain firm through September 30, 2027. **Please include a current 1295 Form with your response.**

☐ No, Selrico Services will NOT accept the offer with a 3% price increase as stipulated in the contract through September 30, 2027.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☒ No

Yes, please return a listing of the participating entities with this letter.

Please email or fax your signed response.

Sincerely,

Jill Stine
Jill Stine, Senior Buyer
Tarrant County
817-212-7247
817-212-7247 (fax)

Christina Aleman
Christina Aleman
Selrico Services

5/7/2026
Date

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

April 9, 2026

Kristie Affolter
Trinity services Group, Inc.
477 Commerce Blvd.
Oldsmar, FL 34677

Re: RFP No. 2021-137 – Jail System Food Services

Dear Ms. Affolter:

Referenced bid was for twelve (12) months with five (5) options to renew for an additional twelve (12) months each. The original contract was for the period of October 1, 2021, through September 30, 2022. The effective dates for the fifth renewal option will run from October 1, 2026, through September 30, 2027.

Tarrant County Purchasing Department hereby extends an invitation to Trinity Services Group, Inc. to accept the first option for an additional one (1) year period as the primary vendor for this bid as awarded on September 28, 2021. Trinity Services Group, Inc. acknowledges formal renewal of the option, and any contract is contingent upon review and approval by the Tarrant County Commissioners' Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through September 30, 2027.

☒ Yes, Trinity Services Group, Inc. will accept the offer to extend the same firm fixed prices through September 30, 2027. **Please include a current 1295 Form with your response.** NOTE:The current pricing does not include CPI increases allowed since the beginning of the Agreement. Trinity reserves the right to adjust the current pricing to include CPI increases.

☐ No, Trinity Services Group, Inc. will NOT accept the offer to extend the same firm fixed prices through September 30, 2027.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☒ No

If Yes, please return a listing of the participating entities with this letter.

Please email or fax your signed response.

Sincerely,

Jill Stine

Jill Stine, Senior Buyer
Tarrant County
817-212-7247
817-212-7247 (fax)

James M. Perry

James M. Perry
Trinity Services Group, Inc.

4/20/2026
Date

Memorandum

To: Bill Waybourn

Dept: SO Sheriff Administration

From: Jill Stine, Sr. Buyer, Purchasing Department

Date: March 13, 2026

Re: Renewal of 2021-137, Jail System Food Services

The above-mentioned contract will expire on September 30, 2026. This contract included five (5) options to renew with the vendor for additional twelve (12) month terms. The fifth renewal term would commence October 1, 2026, and would expire September 30, 2027.

If you wish to exercise this option to renew and continue this contract with the vendor listed below for twelve more months, please check the appropriate item and email or fax this form back to me at (817) 212-7247 by March 27, 2026:

Selrico Services, Inc.
Trinity Services Group, Inc.

✓ Yes, I wish to continue the current contract with the above-mentioned vendor for the fifth renewal term of the contract.

Funds to support this contract will be provided by the following accounts:
Inmates- 565012-10000-2027-2120910000
Employees-565015-10000-2027-10000-2027-2120910000

_____No, I do not wish to continue the current contract with the above-mentioned vendor for the following reason(s).

SIGNATURE: Bill E Wayborn DATE: 3-16-2026

SELRICO SERVICES

SERVICE • SOLUTIONS • SUCCESS • SELRICO

To: Jill Stine, CPPB
Tarrant County Purchasing
100 E Weatherford St, Ste. 303
Fort Worth, TX 76196

April 30, 2026

Ms. Stine,

Selrico Services respectfully submits the following request for a CPI increase for October 2026 – September 2027. The proposed CPI increase is based on the U.S. Bureau of Labor Statistics Consumer Price Index for the Dallas-Fort Worth-Arlington area for April 2026. We have included the section of U.S. Bureau of Labor Statistics website that refers to food, for your reference. With the price of food continuing to increase over the last year we are requesting a 3% CPI increase based on the following:

1. Our employees have continued to show their commitment to not only Selrico but to Tarrant County by showing up to work on time and ready to prepare the best food possible for each patron that will consume our food. Our employees ensure that inmate meals and officer's dining room meals are equally prepared and served with the same pride and care as the others. A CPI increase will allow Selrico to give cost of living wage increase to our employees working at the Tarrant County Jail and we feel a wage increase for our staff is well deserved.
2. This contract requires a performance bond, and just like most insurance policies and coverage, the cost of the performance bond has increased over the last three years. Other insurance coverage such as health, vision, dental, and liability has increased as well.
3. The number of Kosher meals has dramatically increased over the last three years. Each Kosher meal that is served costs Selrico $9.50 per inmate per meal period equaling $28.50 per day per inmate. The median cost per day to feed a non-kosher inmate is $4.602. For each inmate that is served a kosher meal item results in Selrico losing approximately $23.89 per inmate per day. Unfortunately, Selrico has no control over the Kosher verification process so there isn't a way for us to control who is eligible for Kosher meals. This results in a constant need to always keep meals on hand to ensure that we are in compliance when a kosher eligible inmate is in custody and consuming our food

The proposed median cost for inmate and officer meals is as follows:

Inmate Meals $1.580
Officer Meals $ 5.126

Selrico would like to thank the Tarrant County Jail administration and staff for their patience and understanding they have all shown to Selrico. We view this contract as a partnership between Selrico and Tarrant County and we appreciate the opportunity to continue our relationship in the future.

I am available to answer any questions that you may have regarding this CPI increase request. Please feel free to contact me on my cell phone at (210)240-7201 or by email at RickA@selricoservices.com.

Sincerely,
Rick Aleman

President
Selrico Services, Inc.

News Release Information

26-631-DAL
Friday, April 10, 2026

Contacts

Technical information:

(972) 850-4800
BLSInfoDallas@bls.gov
www.bls.gov/regions/southwest
Media contact:

(972) 850-4800

Related Links

CPI chart package

CPI Historical Annual Average

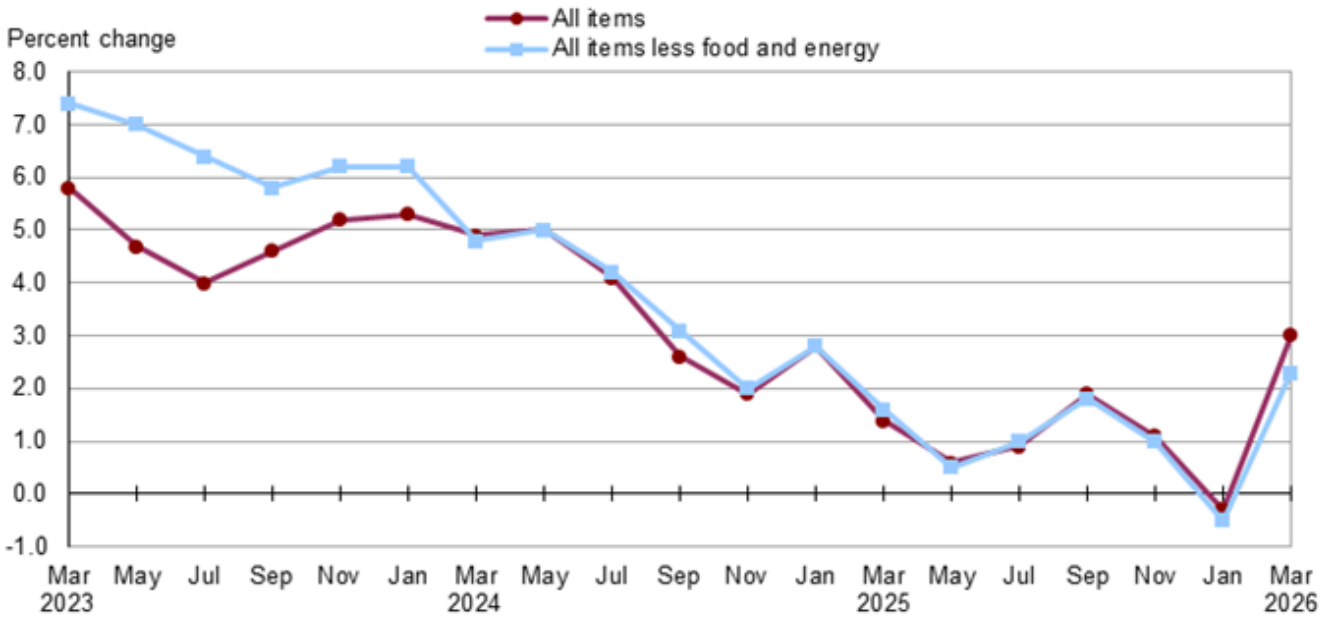
Consumer Price Index, Dallas-Fort Worth-Arlington area — March 2026

Area prices were up 2.9 percent in February and March, up 3.0 percent over the year

The Consumer Price Index for All Urban Consumers (CPI-U) in the Dallas-Fort Worth-Arlington area advanced 2.9 percent for the two months ending in March 2026, the U.S. Bureau of Labor Statistics (BLS) reported today. Acting Regional Commissioner Jerome Watters noted that the all items less food and energy index increased 2.2 percent. The energy index was up 16.3 percent, while the food index rose 0.4 percent over the two-month period. (Data in this report are not seasonally adjusted. Accordingly, bi-monthly changes may reflect seasonal influences.)

The Dallas-Fort Worth-Arlington area all items CPI-U increased 3.0 percent for the 12 months ending in March. The index for all items less food and energy advanced 2.3 percent, and the energy index rose 11.7 percent. The food index was up 2.8 percent over the same period.

Chart 1. Over-the-year percent change in CPI-U, Dallas-Fort Worth-Arlington, TX, March 2023–March 2026



Source: U.S. Bureau of Labor Statistics.

View Chart Data

Food

Food prices advanced 0.4 percent for the two months ending in March. The index for food at home (grocery store purchases) increased 0.5 percent, and the index for food away from home (restaurant, cafeteria, and vending purchases) rose 0.4 percent for the same period. Within the food at home index, the category for nonalcoholic beverages and beverage materials (+4.2 percent) led the rise, followed by meats, poultry, fish, and eggs (+0.9 percent). The index for other food at home (-0.7 percent) saw the largest decline over the two-month period.

Over the year, food prices advanced 2.8 percent. Prices for food at home rose 3.3 percent, and prices for food away from home advanced 2.2 percent. Four of the six major grocery store food group categories increased over the same period, led by meats, poultry, fish, and eggs (+5.7 percent).

Energy

The energy index advanced 16.3 percent for the two months ending in March. The index for gasoline increased 37.0 percent over the same period.

From March 2025 to March 2026, energy prices rose 11.7 percent. Prices paid for gasoline were up 19.7 percent over the year.

All items less food and energy

The index for all items less food and energy advanced 2.2 percent during the two-month period. Among the index's components, prices were higher for apparel (+11.0 percent), medical care services, and lodging away from home. In contrast, prices were lower for other goods and services (-5.3 percent) and used cars and trucks (-1.0 percent).

The index for all items less food and energy rose 2.3 percent over the year. Components contributing to the increase included medical care services, public transportation, and apparel (+3.1 percent). In contrast, prices were lower for shelter (-0.6 percent) and used cars and trucks (-3.8 percent).

The May 2026 Consumer Price Index for the Dallas-Fort Worth-Arlington area is scheduled to be released on Wednesday, June 10, 2026.

Technical Note

The Consumer Price Index (CPI) is a measure of the average change in prices over time in a fixed market basket of goods and services. The Consumer Price Index for Dallas-Fort Worth is published bi-monthly. The set of components and sub-aggregates published for regional and metropolitan indexes is more limited than at the U.S. city average level; these indexes are byproducts of the national CPI program. Each local index has a much smaller sample size than the national or regional indexes and is, therefore, subject to substantially more sampling and other measurement error. As a result, local-area indexes are more volatile than the national or regional indexes. In addition, local indexes are not adjusted for seasonal influences. **NOTE: Area indexes do not measure differences in the level of prices between cities; they only measure the average change in prices for each area since the base period.**

The **Dallas-Fort Worth-Arlington, TX, Core Based Statistical Area** includes the counties of Collin, Dallas, Denton, Ellis, Hood, Hunt, Johnson, Kaufman, Parker, Rockwall, Somervell, Tarrant, and Wise in Texas.

Refer to the national CPI news release technical note or the Handbook of Methods for more information.

If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services.

Table 1. Dallas-Fort Worth-Arlington, TX, CPI-U by expenditure category for March 2026, not seasonally adjusted (1982-84=100 unless otherwise noted)

Expenditure category	Indexes				Percent change from:		
	Historical data	Jan. 2026	Feb. 2026	Mar. 2026	Mar. 2025	Jan. 2026	Feb. 2026
All items		303.255	-	312.058	3.0	2.9	-
All items (1967=100)		951.294	-	978.908	-	-	-
Food and beverages		343.808	-	345.666	2.7	0.5	-
Food		340.661	-	342.172	2.8	0.4	-
Food at home		278.397	278.367	279.711	3.3	0.5	0.5
Cereals and bakery products		318.678	320.134	318.209	-0.6	-0.1	-0.6
Meats, poultry, fish, and eggs		343.217	350.723	346.255	5.7	0.9	-1.3
Dairy and related products		241.052	241.962	240.869	-0.5	-0.1	-0.5
Fruits and vegetables		226.085	219.394	225.690	4.0	-0.2	2.9
Nonalcoholic beverages and beverage materials(1)		238.063	242.941	248.171	4.4	4.2	2.2
Other food at home		275.012	271.137	273.070	3.1	-0.7	0.7
Food away from home		437.421	-	439.189	2.2	0.4	-
Alcoholic beverages		372.957	-	382.965	1.4	2.7	-
Housing		313.289	-	314.729	0.1	0.5	-
Shelter		349.362	350.583	350.634	-0.6	0.4	0.0
Rent of primary residence		371.794	371.322	371.387	-0.6	-0.1	0.0
Owners' equiv. rent of residences(2)		374.735	374.256	374.734	-0.7	0.0	0.1
Owners' equiv. rent of primary residence(2)		374.735	374.256	374.734	-0.7	0.0	0.1
Household furnishings and operations		145.655	-	146.816	0.0	0.8	-
Apparel		115.303	-	128.043	3.1	11.0	-

(1) Index is on a February 1978=100 base.
(2) Index is on a December 1982=100 base.
(3) Indexes on a December 1997=100 base.
(4) Special index based on a substantially smaller sample.
(5) Indexes on a December 1993=100 base.

- Data not available.
NOTE: Index applies to a month as a whole, not to any specific date.

Expenditure category	Indexes				Percent change from:		
	Historical data	Jan. 2026	Feb. 2026	Mar. 2026	Mar. 2025	Jan. 2026	Feb. 2026
Transportation		263.666	-	295.070	9.6	11.9	-
Private transportation		267.285	-	300.853	8.9	12.6	-
New and used motor vehicles(3)		123.866	-	124.337	-1.3	0.4	-
New vehicles(1)		222.858	-	223.088	0.0	0.1	-
Used cars and trucks(1)		412.473	-	408.393	-3.8	-1.0	-
Motor fuel		229.299	240.480	314.319	19.9	37.1	30.7
Gasoline (all types)		227.358	238.432	311.479	19.7	37.0	30.6
Unleaded regular(4)		216.274	227.024	299.257	20.1	38.4	31.8
Unleaded midgrade(4)(5)		253.898	265.915	336.060	18.6	32.4	26.4
Unleaded premium(4)		261.047	272.173	337.290	17.4	29.2	23.9
Medical care		527.541	-	543.264	6.3	3.0	-
Recreation(3)		134.197	-	135.517	-0.3	1.0	-
Education and communication(3)		133.230	-	133.077	0.8	-0.1	-
Tuition, other school fees, and childcare(1)		1,584.555	-	1,585.852	6.2	0.1	-
Other goods and services		557.127	-	527.568	0.4	-5.3	-

(1) Index is on a February 1978=100 base.
(2) Index is on a December 1982=100 base.
(3) Indexes on a December 1997=100 base.
(4) Special index based on a substantially smaller sample.
(5) Indexes on a December 1993=100 base.

- Data not available.
NOTE: Index applies to a month as a whole, not to any specific date.

Table 2. Dallas-Fort Worth-Arlington, TX, CPI-U by special aggregate index for March 2026, not seasonally adjusted (1982-84=100 unless otherwise noted)

Special aggregate index	Indexes				Percent change from:		
	Historical data	Jan. 2026	Feb. 2026	Mar. 2026	Mar. 2025	Jan. 2026	Feb. 2026
All items		303.255	-	312.058	3.0	2.9	-
Food		340.661	-	342.172	2.8	0.4	-
Energy		287.913	295.975	334.733	11.7	16.3	13.1
All items less food and energy		305.584	-	312.351	2.3	2.2	-
All items less energy		310.175	-	316.242	2.3	2.0	-
All items less medical care		292.115	-	300.574	2.7	2.9	-
All items less shelter		281.812	-	293.799	5.0	4.3	-
Commodities		204.796	-	212.608	2.4	3.8	-
Commodities less food		155.111	-	163.964	1.9	5.7	-
Commodities less food & beverages		149.797	-	158.465	1.9	5.8	-
Durables		119.437	-	119.331	-2.1	-0.1	-
Nondurables		256.140	-	270.920	4.6	5.8	-
Nondurables less food		194.681	-	218.086	6.5	12.0	-
Nondurables less food & beverages		186.462	-	209.856	6.7	12.5	-
Services		398.513	-	407.865	3.3	2.3	-
Services less rent of shelter(1)		463.140	-	485.400	8.3	4.8	-
Services less medical care services		380.813	-	389.151	2.7	2.2	-

(1) Indexes on a December 1982=100 base.

- Data not available.
NOTE: Index applies to a month as a whole, not to any specific date.

Last Modified Date: Friday, April 10, 2026

U.S. BUREAU OF LABOR STATISTICS Southwest Information Office Suite 221 525 South Griffin Street Dallas, TX 75202

Telephone: 972-850-4800 www.bls.gov/regions/southwest Contact Southwest

RFP FOR ANNUAL CONTRACT FOR JAIL SYSTEM FOOD SERVICES

INMATE MEALS

Term: 10-1-26 - 9-30-27

Used for Standard Inmate Meals, Special Diet Meals, Booking Meals, & Holding Meals
Per Meal Price to Include all additional costs to provide
Special Diet Inmate Meals and Inmate Snacks

Number of Meals Ordered and Delivered for all Locations per Meal Time (i.e. Breakfast, Lunch and Dinner)	Price Per Meal
3,000 and Below	$ 1.891
3,100 – 3,199	$ 1.832
3,200 – 3,299	$ 1.766
3,300 – 3,399	$ 1.708
3,400 – 3,499	$ 1.648
3,500 – 3,599	$ 1.611
3,600 – 3,699	$ 1.611
3,700 – 3,799	$ 1.586
3,800 – 3,899	$ 1.586
3,900 – 3,999	$ 1.580
4,000 – 4,099*	$ 1.580
4,100 – 4,199	$ 1.580
4,200 – 4,299	$ 1.575
4,300 – 4,399	$ 1.575
4,400 – 4,499	$ 1.575
4,500 – 4,599	$ 1.557
4,600 – 4,699	$ 1.557
4,700 – 4,799	$ 1.557
4,800 – 4,899	$ 1.547
4,900 – 4,999	$ 1.547
5,000 and Above	$ 1.547

* Response to this quantity range will be used for price evaluation.

RFP FOR ANNUAL CONTRACT FOR JAIL SYSTEM FOOD SERVICES

OFFICER MEALS

Term: 10-1-26 - 9-30-27

Used for Standard Officer Meals

Per Meal Price to Include all additional costs to provide Salad Bar and Officer Coffee & Tea Supplies to

ALL LOCATIONS

Number of Meals Ordered and Delivered for all Locations per Meal Time (i.e. Breakfast, Lunch and Dinner)	Price Per Meal
100 and Below	$ 5.492
100 – 199*	$ 5.126
200 – 299	$ 5.004
300 – 399	$ 4.821
400 – 499	$ 4.821
500 – 599	$ 4.759
600 – 699	$ 4.759
700 – 799	$ 4.696
800 – 899	$ 4.696
900 – 999	$ 4.637
1,000 – 1,099	$ 4.637
1,100 – 1,199	$ 4.516
1,200 – 1,299	$ 4.516
1,300 – 1,399	$ 4.393
1,400 – 1,499	$ 4.393
1,500 – 1,599	$ 4.271
1,600 – 1,699	$ 4.271
1,700 – 1,799	$ 4.208
1,800 – 1,899	$ 4.208
1,900 – 1,999	$ 4.149
2,000 and Above	$ 4.149

* Response to this quantity range will be used for price evaluation.

RFP #2021-137 - ANNUAL CONTRACT FOR JAIL SYSTEM FOOD SERVICES

		PRIMARY	*SECONDARY*	ALTERNATE
Evaluation Criteria	Max. Points	**Five Star Correctional Services, Inc. Dallas, TX HUB: No**	*Selrico Services, Inc. San Antonio, TX HUB: No*	Trinity Services Group, Inc. dba Trinity Corrections Services, Inc. in Texas Oldsmar, FL HUB: No
Management & Support Staff	25	**15.84**	*15.00*	16.36
Meal and Service Plan	25	**15.20**	*16.30*	17.30
Financial Stability	20	**12.00**	*12.00*	12.00
Meal Price	25	**25.00**	*24.52*	22.23
References	5	**3.77**	*3.07*	2.73
Total Score	100	**71.81**	*70.89*	70.62

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. 2021-137 -Annual Contract for Jail System Food Services - Sheriff's Office - Various Vendors - Exercise Fifth Option for Renewal - Same Contract Terms

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No √

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 5
Department: Purchasing	**Prepared By:** Teresa Ralls	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

RFP No. 2023-158 - Annual Contract for Defendant-Paid Continuous Alcohol Monitoring Services - Community Supervision and Corrections Department - Recovery Monitoring Solutions, LLC - Exercise Second and Final Option for Renewal - Same Contract Terms

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. 2023-158, Annual Contract for Defendant-Paid Continuous Alcohol Monitoring Services, for the second and final optional twelve (12) month period at the same contract terms.

BACKGROUND

On August 1, 2023, the Commissioners Court, through Court Order #141396, awarded RFP No. 2023-158, Annual Contract for Defendant-Paid Continuous Alcohol Monitoring Services, for Community Supervision and Corrections Department (CSCD), to Recovery Monitoring Solutions, LLC.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for two (2) additional twelve (12) month periods.

On May 20, 2025, the Commissioners Court, through Court Order #145274, approved the first renewal option.

A continuous alcohol monitoring device is an ankle bracelet that tracks and quantifies a defendant's alcohol consumption 24 hours a day, seven days a week. This supervision tool allows CSCD to monitor compliance with abstinence orders and serves as an alternative to confinement.

The vendor notified Purchasing in writing that they will extend the same contract terms through August 31, 2027. CSCD notified Purchasing in writing that they are pleased with the vendor and wants to renew.

Therefore, it is the joint recommendation of CSCD and Purchasing that the Commissioners Court approve renewal of RFP No. 2023-158, Annual Contract for Defendant-Paid Continuous Alcohol Monitoring Services, for another twelve (12) month period.

FISCAL IMPACT

Services are paid for by offenders/defendants. No Tarrant County funds are required.

Attachments

F2023-158 Backup Agenda Link.1.pdf

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

March 25, 2026

Terry Fain
Recovery Monitoring Solutions
9090 N Stemmons, Freeway, Suite A
Dallas, TX 75147

Re: RFP No. 2023-158 – Annual Contract for Defendant-Paid Continuous Alcohol Monitoring Services

Dear Mr. Fain:

Referenced bid was for twenty-four (24) months with two (2) options to renew for an additional twelve (12) months each. The effective dates for the second and final renewal option will run from September 1, 2026 through August 31, 2027.

Tarrant County Purchasing Department hereby extends an invitation to Recovery Monitoring Solutions to accept the second and final option for an additional twelve (12) month period as the vendor for this bid as awarded on August 1, 2023. Recovery Monitoring Solutions acknowledges formal renewal of the option and any contract is contingent upon review and approval by the Tarrant County Commissioners Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 31, 2027.

☑ Yes, Recovery Monitoring Solutions will accept the offer to extend the same contract terms through August 31, 2027. **Please include a current 1295 Form with your response.**

☐ No, Recovery Monitoring Solutions will NOT accept the offer to extend the same contract terms through August 31, 2027.

Please email your signed response.

Sincerely,

Teresa Ralls, Senior Buyer
Tarrant County
817-884-3246

Terry Fain
Recovery Monitoring Solutions

March 27, 2026
Date

Memorandum

To: Elaine Johnson

Dept: Community Supervision Corrections Department

From: Teresa Ralls, Sr. Buyer, Purchasing Department

Date: March 4, 2026

Re: Renewal of RFP No. 2023-158 Annual Contract for Defendant-Paid Continuous Alcohol Monitoring Services

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The above-referenced contract will expire on August 31, 2026. This contract included two (2) options to renew with the vendors for additional twelve (12) month terms. The second renewal term would commence September 1, 2026, and would expire August 31, 2027.

If you wish to exercise this option to renew and continue this contract with Recovery Monitoring Solutions, LLC for twelve more months, please check the appropriate item and email this form back to me at tfralls@tarrantcountytx.gov.

☑ Yes, I wish to continue the current contract with the above-mentioned vendor for the second renewal term of the contract.

Funds to support this contract will be provided by the following accounts:

_____

☐ No, I do not wish to continue the current contract with the above-mentioned vendor for the following reason(s).

_____

SIGNATURE: Elaine Johnson Digitally signed by Elaine Johnson Date: 2026.03.06 09:21:43 -06'00' DATE: _____

RFP 2023-158 Annual Contract for Defendant-Paid Continuous Alcohol Monitoring Services

Award

		Recovery Monitoring Solutions, LLC Dallas, TX HUB - No
Evaluation Criteria	Max Points	Score
Vendor Qualifications and Experience	250	**226.50**
Responsiveness to the RFP Requirements and Specifications	250	**216.25**
Proposed Approach and Management	200	**175.63**
References	100	**100.00**
Cost to Defendants	200	**200.00**
Total Score	1000	**918.38**

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. 2023-158 - Annual Contract for Defendant-Paid Continuous Alcohol Monitoring Services – Community Supervision and Corrections Department – Recovery Monitoring Solutions, LLC - Exercise Second and Final Option for Renewal – Per Contract Terms

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 8
Department: Purchasing	**Prepared By:** James Bocks, CPPB, Senior Contracts Administrator	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

RFP No. F2024093 - Annual Contract for Procurement Card Services - Countywide - J.P. Morgan Chase Bank, N.A. - Exercise Second Option for Renewal - Same Contract Terms

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. F2024093, Annual Contract for Procurement Card Services, for the second optional twelve (12) month period at the same contract terms

BACKGROUND

On August 20, 2024, the Commissioners Court, through Court Order #143690, awarded RFP No. F2024093, Annual Contract for Procurement Card Services, Countywide, to J.P. Morgan Chase Bank, N.A

On May 6, 2025, the Commissioners Court, through Court Order #145171, approved the first renewal option.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for three (3) additional twelve (12) month periods.

The primary purpose of the procurement card program is to provide immediate access for goods and services in work stoppage situations for official business purposes of the County. In addition, other purchases may be considered with the prior written authorization of the Purchasing Agent. The procurement card program is governed by Tarrant County's Procurement Card Procedures.

J.P. Morgan Chase Bank, N.A notified Purchasing in writing that they will extend the same contract terms through August 24, 2027. The Purchasing Agent has verified in writing that they are pleased with the vendor and wants to renew.

Therefore, it is the recommendation of Purchasing that the Commissioners Court approve renewal of RFP No. F2024093, Annual Contract for Procurement Card Services, for another twelve (12) month period.

Subject to continued funding by the Commissioners Court, this agreement shall automatically renew August 25, 2028 hereafter for one (1) twelve (12) month period ending on August 24, 2029 unless sooner terminated by either party as provided herein.

FISCAL IMPACT

JP Morgan Chase Bank, N.A. will pay each participant a rebate based on the annual combined total charge volume achieved by all participants and the annual combined total charge volume achieved by the individual participant according to the schedule in the Master Agreement.

Applicable fees will be charged to participants based on the Master Agreement.

Attachments

F2024093 Backup.pdf

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, CPSM, CPSD, CPCP
Assistant Purchasing Agent

April 7, 2026

J.P. Morgan Chase Bank, N.A.
420 Throckmorton St.
Floor 4
Fort Worth, TX 76102

Re: RFP F2024093 Annual Contract for Procurement Card Services

Dear Sir/Madam:
Referenced bid was for twelve (12) months with three (3) options to renew for additional twelve (12) months each. The original contract was for the period of 08/25/2024 through 08/24/2025. The effective dates for the first renewal option ran from 08/25/2025 through 08/24/2026. The effective dates for the second renewal option will run from 08/25/2026 through 08/24/2027.

☒ Yes, J.P. Morgan Chase Bank, N.A. will accept the offer to extend the same contract terms through the renewal period. **Please include a current 1295 Form with your response.**

☐ No, J.P. Morgan Chase Bank, N.A. will NOT accept the offer to extend the same contract terms through the renewal period.

Are any other governmental entities currently utilizing this contract? ☒ Yes ☐ No
If yes, please return a listing of the participating entities with this letter.

Please fax or email your signed response.

Sincerely,

James L. Bocks, MBA, CPPB
Senior Contract Administrator
(P) 817.884.1738
(F) 817.850.2935
(E) jlbocks@tarrantcounty.com

Authorized Officer

Brett Harper
Brett Harper (04/22/2026 13:24:00 CDT)

04/22/2026

Name: Brett Harper
J.P. Morgan Chase Bank, N.A.
(P) 817.212.2218
(F) 817.884.5659
(E) brett.l.harper@jpmorgan.com

Account Name	Physical City	Physical State/Province
A WORLD FOR CHILDREN	ROUND ROCK	TX
AUSTIN TRANSIT PARTNERSHIP LOCAL GOVERNM ENT CORPORATION	AUSTIN	TX
AXIS INTERNATIONAL ACADEMY	FORT COLLINS	CO
Board of Education of Plainfield Communi ty Consolidated School District 202	Plainfield	IL
BRUSHY CREEK MUNICIPAL UTILITY DISTRICT	ROUND ROCK	TX
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY	Austin	TX
CARMEL CLAY SCHOOLS	CARMEL	IN
Central Coast Community Energy	MONTEREY	CA
CENTRAL COLORADO WATER CONSERVANCY DISTR ICT	GREELEY	CO
CENTRAL TEXAS FOOD BANK, INC	AUSTIN,	TX
CHARDON LOCAL SCHOOL DISTRICT	CHARDON	OH
CITY OF COLLEYVILLE	COLLEYVILLE	TX
CITY OF JOLIET	Joliet	IL
CITY OF LA MARQUE TEXAS	La Marque	TX
City of Mansfield	MANSFIELD	TX
CITY OF MORROW	MORROW	GA
CITY OF OLMSTED FALLS	OLMSTED FALLS	OH
CITY OF PALESTINE	PALESTINE	TX
City of Peoria IL	PEORIA	IL
CITY OF RED OAK	RED OAK	TX
CITY OF SACHSE	SACHSE	TX
CITY OF VISTA	VISTA	CA
CITY OF WAXAHACHIE	WAXAHACHIE	TX
CITY OF WHEAT RIDGE	WHEAT RIDGE	CO
County of Butler	Butler	PA
COUNTY OF STANISLAUS	MODESTO	CA
COUNTY OF TULARE	VISALIA	CA
Crowley Independent School District	CROWLEY	TX
DEPLOY/US, INC.	BOSTON	MA
DIOCESE OF SPRINGFIELD IN ILLINOIS	SPRINGFIELD	IL
DONALA WATER & SANITATION DISTRICT	COLORADO SPRINGS	CO
Hamilton East Public Library	NOBLESVILLE	IN

Account Name	Physical City	Physical State/Province
HARRIS COUNTY TEXAS	HOUSTON	TX
HAYWOOD COUNTY	WAYNESVILLE	NC
HOUSING AUTHORITY OF COOK COUNTY	CHICAGO	IL
INDIANAPOLIS AIRPORT AUTHORITY	INDIANAPOLIS	IN
MURRAY COUNTY SCHOOL DISTRICT	CHATSWORTH	GA
Pinal County Community College District	COOLIDGE	AZ
TARRANT COUNTY	FORT WORTH	TX
TARRANT COUNTY EMERGENCY SERVICES Distri ct No.1	River Oaks	TX
THE CITY OF POWDER SPRINGS	POWDER SPGS	GA
THE COLLEGE OF AMERICAN PATHOLOGISTS	NORTHFIELD	IL
TOWN OF GILBERT	GILBERT	AZ
TUBA CITY UNIFIED SCHOOL DISTRICT #15	TUBA CITY	AZ
VICTORIA COUNTY	VICTORIA	TX
VILLAGE OF ROMEOVILLE	ROMEOVILLE	IL
WELLS BRANCH MUNICIPAL UTILITY DISTRICT	ROUND ROCK	TX
WESTERN ARIZONA COUNCIL OF GOVERNMENTS	YUMA	AZ

Memorandum

To: Melissa Lee

Dept.: Purchasing

From: James Bocks, MBA, CPPB, Senior Buyer, Purchasing Department

Date: April 7, 2026

Re: RFP F2024093 Annual Contract for Procurement Card Services

---

The above referenced contract will expire on 08/24/2025. This contract included options to renew with the vendor for three (3) additional twelve (12) month terms. The second renewal term will commence 08/25/2026 and would expire 08/24/2027.

If you wish to exercise this first option to renew and continue this contract with the vendor(s) listed below for twelve (12) more months, please check the appropriate boxes and email this form **back to me on or before Friday, April 24, 2026.**

J.P. Morgan Chase Bank, N.A.

X Yes, I wish to continue the current contract with the above mentioned vendor(s) for the referenced term of the contract.

☐ No, I do not wish to continue the current contract with the above mentioned vendor(s) for the following reason(s).

_____

_____

SIGNATURE: Melissa Lee DATE: 4/7/26

RFP No. F2024093 Annual Contract for Procurement Card Services

Award

		J.P. Morgan Chase Bank, N.A. Fort Worth, TX HUB - No Co-Op - Yes	UMB Bank Kansas City, MO HUB - No	Texas Capital Bank Dallas, TX HUB - No
Evaluation Criteria	Max. Points	Score	Score	Score
Company Experience	15	**15.00**	14.38	10.00
Service Summary	70	**64.81**	54.45	56.39
Transition Plan	5	**3.13**	3.54	2.92
Rebate	5	**2.04**	4.62	5.00
References	5	**4.00**	5.00	4.00
Total Score	100	**88.98**	81.99	78.31

RFP No. F2024093 Annual Contract for Procurement Card Services

		COMDATA INC. Brentwood,TN HUB - No
Evaluation Criteria	Max. Points	Score
Company Experience	15	12.50
Service Summary	70	53.15
Transition Plan	5	2.50
Rebate	5	3.94
References	5	2.45
Total Score	100	74.54

Notes: No bids were received from Nfinitech Solutions LLC and CSI Leasing, Inc.

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP NO. F2024093 – Annual Contract for Procurement Card Services - Countywide - J.P. Morgan Chase Bank, N.A. - Exercise Second Option for Renewal - Same Contract Terms

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No √

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 5
Department: Purchasing	**Prepared By:** Jill E. Stine	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

RFP No. F2024122 - Annual Contract for Broker of Record - Budget and Risk Management - Higginbotham Insurance Agency, Inc. - Exercise Second and Final Option for Renewal - Same Contract Terms

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. F2024122, Annual Contract for Broker of Record, for the second and final optional twelve (12) month period at the same contract terms.

BACKGROUND:

On September 4, 2024, the Commissioners Court, through Court Order #143805, awarded RFP No. F2024122, Annual Contract for Broker of Record, for Budget and Risk Management, to Higginbotham Insurance Agency, Inc.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for two (2) additional twelve (12) month periods.

On August 19, 2025, the Commissioners Court, through Court Order #145767, approved the first renewal option.

The purpose of this contract is to obtain an agent who will advise the County in the evaluation of current County insurance policies, as well as recommend and negotiate rates and terms for potential replacement policies, according to what is in the best interest of the County.

The vendor notified Purchasing in writing that they will extend the same contract terms through September 3, 2027. Budget and Risk Management notified Purchasing in writing that they are pleased with the vendor and wants to renew.

Therefore, it is the joint recommendation of Budget and Risk Management and Purchasing that the Commissioners Court approve renewal of RFP No. F2024122, Annual Contract for Broker of Record, for another twelve (12) month period.

FISCAL IMPACT:

Expenses for the last twelve (12) months were $44,500.00. Funding in the amount of $44,500.00 is available in account 10000-2026 General Fund/1140100000 Non-Departmental/575011 Casualty Insurance.

Attachments

backup.pdf

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

April 9, 2026

Carolyn Howard
Higginbotham Insurance Agency, Inc.
500 W. 13th Street
Fort Worth, TX 76102

Re: F2024122 – Annual Contract for Broker of Record

Dear Ms. Howard:

Referenced bid was for twelve (12) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of September 3, 2024, through September 3, 2025. The effective dates for the second renewal option will run from September 4, 2026, through September 3, 2027.

Tarrant County Purchasing Department hereby extends an invitation to Higginbotham Insurance Agency, Inc. to accept the second option for an additional one (1) year period as the primary vendor for this bid as awarded on September 4, 2024. Higginbotham Insurance Agency, Inc. acknowledges formal renewal of the option, and any contract is contingent upon review and approval by the Tarrant County Commissioners Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through September 3, 2027.

☒ Yes, Higginbotham Insurance Agency, Inc. will accept the offer to extend the same contract terms or firm fixed prices through September 3, 2027. **Please include a current 1295 Form with your response.**

☐ No, Higginbotham Insurance Agency, Inc., will NOT accept the offer to extend the same contract terms or firm fixed prices through September 3, 2027.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☒ No

If Yes, please return a listing of the participating entities with this letter.

Please email or fax your signed response.

Sincerely,

Jill Stine
Jill Stine, Senior Buyer
Tarrant County
817-212-7247
817-212-7247 (fax)

Carolyn Howard
Carolyn Howard
Higginbotham Insurance Agency, Inc.

04/10/26
Date

Memorandum

To: Krysten Louden

Dept: Budget/Risk Management

From: Jill Stine, Sr. Buyer, Purchasing Department

Date: March 10, 2026

Re: Renewal of F2024122, Annual Contract for Broker of Record

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The above-mentioned contract will expire on September 3, 2026. This contract included two (2) options to renew with the vendor for additional twelve (12) month terms. The second renewal term would commence September 4, 2026, and would expire September 3, 2027.

If you wish to exercise this option to renew and continue this contract with the vendor listed below for twelve more months, please check the appropriate item and email or fax this form back to me at (817) 212-7247 by March 17, 2026:

Higginbotham Insurance Agency, Inc.

✓ Yes, I wish to continue the current contract with the above-mentioned vendor for the second renewal term of the contract.

Funds to support this contract will be provided by the following accounts:

10000 - 2026 / 1140100000 / 575011

_____ No, I do not wish to continue the current contract with the above-mentioned vendor for the following reason(s).

SIGNATURE: [signature] DATE: 3/13/26

RFP No. F2024122 Annual Contract for Broker of Record

Award

Evaluation Criteria	Max Points	Arthur J. Gallagher Risk Management Services LLC Dallas, TX HUB - No	**Higginbotham Insurance Agency, Inc. Fort Worth, TX HUB - No CO-OP - Yes**	McGriff Insurance Services, LLC Addison, TX HUB - No	RHSB Insurance (Roach Howard Smith and Barton) Dallas, TX HUB - No	USI Southwest, Inc. Fort Worth, TX HUB - No
Qualifications and Experience	100	70	**63**	69	67	58
Response to Requirements	300	153	**242**	170	173	220
References	200	187	**200**	120	173	93
Price	400	176	**333**	400	370	287
Total Score	1000	586	**838**	759	783	659

Note: Elevate Protection Group, Inc. was deemed non-responsive for failure to provide all submittal requirements necessary for evaluation, including proposal pricing and agency requirements.

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. F2024122 - Annual Contract for Broker of Record - Budget and Risk Management - Higginbotham Insurance Agency, Inc. - Exercise Second and Final Option for Renewal - Same Contract Terms

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No__√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No__√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 15
Department: Purchasing	**Prepared By:** Erin N. Dawdy	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

RFP No. F2024125 - Annual Contract for Family Support and Aftercare Program - Juvenile Services - Lena Pope Home, Inc. - Exercise Second and Final Option for Renewal - Same Contract Terms

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. F2024125, Annual Contract for Family Support and Aftercare Program, for the second and final optional twelve (12) month period at the same contract terms.

BACKGROUND:

On August 20, 2024 the Commissioners Court, through Court Order #143691, awarded RFP No. F2024125, Annual Contract for Family Support and Aftercare Program, for Juvenile Services, to Lena Pope Home, Inc.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for two (2) additional twelve (12) month periods.

On August 19, 2025 the Commissioners Court, through Court Order #1457687, approved the first renewal option.

The purpose of this contract is for the implementation of a specialized family support and aftercare program specifically designed to reduce recidivism for moderate to high-risk youth who are court ordered to out-of-home residential placement. Tarrant County Juvenile Services provides family support and aftercare services that will ensue from the moment youth are ordered into a residential placement facility and will include case management and therapeutic services to family members in the youth's household while the youth is in placement.

The vendor notified Purchasing in writing that they will extend the same contract terms through August 31, 2027. Juvenile Services notified Purchasing in writing that they are pleased with the vendor and wants to renew.

Therefore, it is the joint recommendation of Juvenile Services and Purchasing that the Commissioners Court approve renewal of RFP No. F2024125, Annual Contract for Family Support and Aftercare Program, for another twelve (12) month period.

FISCAL IMPACT:

Expenses for the last twelve (12) months were $98,700. Funding in the amount of $120,000 is expected to be available in account P0032-2027 Discretionary State Aid/261015000 Juvenile Services Placement/569011 Professional Services/Grant-2004, pending July Juvenile Board approval of grant fund acceptance.

Attachments

F2024125 RFP Renewal2 Backup.pdf

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

April 20, 2026
Lena Pope
3200 Sanguinet St.
Fort Worth, TX 76107

Re: RFP No. F2024125, Annual Contract for Family Support and Aftercare Program

Dear Lena Pope Home:

Referenced RFP was for twelve (12) months with two (2) options to renew for additional twelve (12) months each. The original contract was for the period of September 1, 2024 through August 31, 2025. The first renewal effective dates are from September 1, 2025 through August 31, 2026.
The effective dates for the second and final renewal option will run from September 1, 2026, through August 31, 2027.

Tarrant County Purchasing Department hereby extends an invitation to Lena Pope Home to accept the second and final option for an additional one (1) year period as the primary vendor for this contract as awarded on August 20, 2024. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 31, 2027.

☒ Yes, Lena Pope Home will accept the offer to extend the same contract terms through August 31, 2027. **Please include a current 1295 Form with your response.**

☐ No, Lena Pope Home will NOT accept the offer to extend the same contract terms through August 31, 2027.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☐ No

If Yes, please return a listing of the participating entities with this letter.

Please email your signed response.

Sincerely,

Erin Dawdy
Erin Dawdy, Senior Buyer
Tarrant County
817-884-1150

Ashley Barnes
Lena Pope Home

4/22/26
Date

Memorandum

Dept: Juvenile Administration

From: Erin Dawdy, Sr. Buyer, Purchasing Department

Date: April 19, 2026

Re: Renewal of RFP F2024125 - Annual Contract for Family Support and Aftercare Program

The above referenced contract will expire on August 31, 2026. This contract included two (2) options to renew with the vendor for additional twelve (12) month terms. The second and final renewal term would commence September 1, 2026 and would expire August 31, 2027.

If you wish to exercise this option to renew and continue this contract with the vendor listed below for twelve more months, please check the appropriate item and email this form back to me at endawdy@tarrantcountytx.gov.

Lena Pope

✓ Yes, I wish to continue the current contract with the above mentioned vendor for the first renewal term of the contract.

Funds to support this contract will be provided by the following accounts:

Grant-2004/P0032-2027/2610150000/569011

_____ No, I do not wish to continue the current contract with the above-mentioned vendor for the following reason(s).

SIGNATURE: _____ DATE: 4-21-2026

RFP No. F2024125 Annual Contract for Family Support and Aftercare Program

Award

		Lena Pope Home, Inc. Fort Worth, TX HUB - No CO-OP - Yes	MEMMS Counseling Arlington, TX HUB - No
Evaluation Criteria	Max Points	**Score**	Score
Respondent's Profile	200	**160.00**	96.67
Responsiveness	250	**200.00**	125.00
Respondent's Proposed Program	140	**100.00**	71.67
References	60	**46.00**	8.00
Price	350	**179.38**	350.00
Total Score	1000	**685.38**	651.34

No bids: Green Light Group Tours, Sweet Pipes

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. F2025144 - Annual Contract for Intensive Spanish Language Mental Health Services – Lena Pope - Exercise Second Option for Renewal - Same Contract Terms

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

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TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 6
Department: Purchasing	**Prepared By:** Jill E. Stine	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

RFP No. F2024135 - Annual Contract for Dispute Resolution Case Management Solution and Maintenance - Dispute Resolution - ADR Notable, LLC - Exercise Second and Final Option for Renewal - Same Contract Terms

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. F2024135, Annual Contract for Dispute Resolution Case Management Solution and Maintenance, for the second and final optional twelve (12) month period at the same contract terms.

BACKGROUND

On September 4, 2024, the Commissioners Court, through Court Order #143808, awarded RFP No. F2024135, Annual Contract for Dispute Resolution Case Management Solution and Maintenance, for the County Administrator's Office, to ADR Notable, LLC.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for two (2) additional twelve (12) month periods.

On July 1, 2025, the Commissioners Court, through Court Order #145507, approved the first renewal option.

This contract is used to track cases referred from courts for mediation. It allows reporting back to the courts on the status of individual cases, provides overall program statistics and performance metrics, and includes functionality to manage volunteer mediators, assign cases, and maintain basic case and litigant information.

The vendor notified Purchasing in writing that they will extend the same contract terms through September 3, 2027. Dispute Resolution notified Purchasing in writing that they are pleased with the vendor and wants to renew.

Therefore, it is the joint recommendation of Dispute Resolution and Purchasing that the Commissioners Court approve renewal of RFP No. F2024135, Annual Contract for Dispute Resolution Case Management Solution and Maintenance, for another twelve (12) month period.

FISCAL IMPACT

Expenses for the last twelve (12) months were $2,160.00 Funding will be requested in the FY 2027 budget in the amount of $2,160.00 in 22500-2027 Dispute Resolution Fund/4840100000 Dispute Resolution/578025 Software Maintenance and Licenses.

Attachments

Backup.pdf

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

April 20, 2026

Gary Doerhoefer
ADR Notable, LLC
875 N. High St., Suite 300
Columbus, OH 43215

Re: RFP No. F2024135 – Annual Contract for Dispute Resolution Case Management Solution

Dear Mr. Doernhoefer:

Referenced bid was for twelve (12) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of September 4, 2024, through September 3, 2025. The effective dates for the second renewal option will run from September 4, 2026, through September 3, 2027.

Tarrant County Purchasing Department hereby extends an invitation to ADR Notable, LLC to accept the second option for an additional one (1) year period as the primary vendor for this bid as awarded on September 4, 2024. ADR Notable, LLC acknowledges formal renewal of the option, and any contract is contingent upon review and approval by the Tarrant County Commissioners Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through September 3, 2027.

☒ Yes, ADR Notable, LLC will accept the offer to extend the same contract terms through September 3, 2027. **Please include a current 1295 Form with your response.**

☐ No, ADR Notable, LLC will NOT accept the offer to extend the same contract terms through September 3, 2027.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☒ No

If yes, please return a listing of the participating entities with this letter.

Please email or fax your signed response.

Sincerely,

Jill Stine
Jill Stine, Senior Buyer
Tarrant County
817-212-7247
817-212-7247 (fax)

Gary Doerhoefer
Gary Doerhoefer
ADR Notable, LLC

April 20, 2026
Date

Memorandum

To: Susan Young

Dept: Dispute Resolution

From: Jill Stine, Sr. Buyer, Purchasing Department

Date: May 18, 2026

Re: Renewal of F2024135, Annual Contract for Dispute Resolution Case Management Solution and Maintenance

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The above-mentioned contract will expire on September 3, 2026. This contract included two (2) options to renew with the vendor for additional twelve (12) month terms. The second renewal term would commence September 4, 2026, and would expire September 3, 2027.

If you wish to exercise this option to renew and continue this contract with the vendor listed below for twelve more months, please check the appropriate item and email or fax this form back to me at (817)212-7247 by May 18, 2026:

ADR Notable, LLC

✓ Yes, I wish to continue the current contract with the above-mentioned vendor for the second renewal term of the contract.

Funds to support this contract will be provided by the following accounts:

22500 - 2026 578025 Software maintenance

_____ No, I do not wish to continue the current contract with the above-mentioned vendor for the following reason(s).

SIGNATURE: Susan Young DATE: 5-18-2026

RFP No. F2024135 Annual Contract for Dispute Resolution Case Management Solution and Maintenance

Post-Demonstration Scores

Award

		ADR Notable, LLC Columbus, OH HUB - No CO-OP - Yes	i3-ImageSoft, LLC Nashville, TN HUB - No
Evaluation Criteria	Max Points	Score	Score
Qualifications and Experience	100	**73.13**	80.63
Response to Requirements	430	**329.75**	318.00
Project Approach and Implementation	150	**106.88**	116.25
References	100	**91.00**	76.00
Price	420	**420.00**	54.45
Total Score	1200	**1020.76**	645.33

Note: No-bids received from 3-C TECHNOLOGY, LLC, GTS Technology Solution, Inc., and Salary.com LLC. Allerin US, Inc., FEDEKE, LLC dba Moore Financial Services, and Resourceful Internet Solutions, Inc. were not considered for award because they did not meet the mandatory requirement to provide SOC 2 Type II report to confirm vendor's security internal controls and best practices.

RFP No. F2024135 Annual Contract for Dispute Resolution Case Management Solution and Maintenance

Initial Scores

		ADR Notable, LLC Columbus, OH HUB - No	i3-ImageSoft, LLC Nashville, TN HUB - No
Evaluation Criteria	Max Points	Score	Score
Qualifications and Experience	100	73.13	80.63
Response to Requirements	430	318.13	331.38
Project Approach and Implementation	150	106.50	115.13
Total Score	680	497.76	527.14

Note: No-bids received from 3-C TECHNOLOGY, LLC, GTS Technology Solution, Inc., and Salary.com LLC.
Allerin US, Inc., FEDEKE, LLC dba Moore Financial Services, and Resourceful Internet Solutions, Inc. were not considered for award because they did not meet the mandatory requirement to provide SOC 2 Type II report to confirm vendor's security internal controls and best practices.

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. F2024135 – Annual Contract for Dispute Resolution Case Management Solution and Maintenance – County Administrator's Office – ADR Notable, LLC - Exercise Second and Final Option for Renewal - Same Contract Terms

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No √

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 6
Department: Purchasing	**Prepared By:** Wanyu Chen	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

RFP No. F2024143 - Annual Contract for HIV and Related Services - HIV Administrative Agency - Collaborative Research, LLC - Exercise Second and Final Option for Renewal - Same Contract Terms

*****CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. F2024143, Annual Contract for HIV and Related Services, for the second and final optional twelve (12) month period at the same contract terms.

BACKGROUND

On October 1, 2024, the Commissioners Court, through Court Order #144014, awarded RFP No. F2024143, Annual Contract for HIV and Related Services, for HIV Administrative Agency, to Collaborative Research, LLC.

On July 1, 2025, the Commissioners Court, through Court Order #145510, approved the first renewal option.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for two (2) additional twelve (12) month periods.

Services to be provided under this contract include comprehensive subrecipient compliance monitoring, needs assessments, training and technical assistance, development of service standards, and client satisfaction surveys.

The vendor notified Purchasing in writing that they will extend the same contract terms through September 30, 2027. HIV Administrative Agency notified Purchasing in writing that they are pleased with the vendor and wants to renew.

Therefore, it is the joint recommendation of HIV Administrative Agency and Purchasing that the Commissioners Court approve renewal of RFP No. F2024143, Annual Contract for HIV and Related Services, for another twelve (12) month period.

FISCAL IMPACT

Expenses for the last twelve (12) months were $116,200.00. Funding is available in the following accounts:
E0024-2027 DHHS-Ryan White Ending the HIV Epidemic: A Plan for America/1132000000 HIV Administration/569011 Professional Services
E0025-2026 Affected Family/1132000000 HIV Administration/569011 Professional Services
E0027-2026 DHHS/HRSA-Ryan White Part C - Outpatient EIS Program/1132000000 HIV Administration/569011 Professional Services
E0028-2027 DHHS/HRSA-Ryan White HIV/AIDS Treatment Modernization Act Part A/1132000000 HIV Administration/569011 Professional Services
E0032-2027 DSHS-Ryan Treatment Modernization Act Part B/1132000000 HIV Administration/569011 Professional Services

Attachments

Backup.pdf

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

April 23, 2026

Lorie Pate
Chief Financial Officer
Collaborative Research, LLC
1790 Holly Star Dr
Tyler, TX 75703

Re: RFP No. F2024143 – Annual Contract for HIV and Related Services

Dear Lorie:

Referenced bid was for twelve (12) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of October 1, 2024 through September 30, 2025. The effective dates for the second and final renewal option will run from October 1, 2026, through September 30, 2027.

Tarrant County Purchasing Department hereby extends an invitation to Collaborative Research, LLC to accept the second and final option for an additional one (1) year period as the primary vendor for this bid as awarded on October 1, 2024. Collaborative Research, LLC acknowledges formal renewal of the option and any contract is contingent upon review and approval by the Tarrant County Commissioners Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through September 30, 2027.

(●) Yes, Collaborative Research, LLC will accept the offer to extend the same contract terms through September 30, 2027. **Please include a current 1295 Form with your response.**

( ) No, Collaborative Research, LLC will NOT accept the offer to extend the same contract terms through September 30, 2027

Are any other governmental entities currently utilizing this contract? ( ) Yes (●) No

If Yes, please return a listing of the participating entities with this letter.

Please email your signed response.

Sincerely,

Wanyu Chen
_ Wanyu Chen
Senior Buyer
Tarrant County
817-884-1144

Lorie Pate, Chief Financial Officer
Collaborative Research, LLC

4/23/2026
Date

Memorandum

To: Lisa McKamie-Muttiah

Dept: HIV Administrative Agency

From: Wanyu Chen, Sr. Buyer, Purchasing Department

Date: 4/13/2026

Re: Renewal of RFP F2024143, Annual Contract for HIV and Related Services

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The above-mentioned contract will expire on September 30, 2026. This contract included two (2) options to renew with the vendors for two (2) additional twelve (12) month terms. The second and final optional twelve (12) month period would commence on October 1, 2026, and would expire on September 30, 2027.

If you wish to exercise this second and final option to renew and continue this contract with Collaborative Research, LLC for twelve more months, please check the appropriate item and email this form back to me by April 20, 2026.

(●) Yes, I wish to continue the current contract with Collaborative Research, LLC for the second and final renewal term of the contract.

Funds to support this contract will be provided by the following accounts:

_____/_____/_____

fund # & year | cost center # | expense code #

( ) No, I do not wish to continue the current contract with Collaborative Research, LLC for the following reason (s):

_____

SIGNATURE: Lisa McKamie-Muttiah (04/23/2026 14:48:21 CDT) DATE: _____

RFP No. F2024143 Annual Contract for HIV and Related Services
Section I: HIV Specific Services

		Award **Collaborative Research, LLC Tyler, TX HUB - Yes CO-OP - Yes**	RAI Equity Labs Inc. New York, NY HUB - No
Evaluation Criteria	Max Points	Score	Score
Qualifications and Experience	200	**151.75**	156.63
Sample Work Submission (Portfolio)	200	**155.00**	115.00
Vendor Requirements	200	**135.13**	127.13
References	50	**46.70**	34.00
Pricing	350	**350.00**	160.00
Total Score	1000	**838.58**	592.76

Notes: No-bids received from Fisher Healthcare and Plywood Company of Fort Worth, Inc.

RFP No. F2024143 Annual Contract for HIV and Related Services
Section II: HIV Related Services

		Award **Collaborative Research, LLC Tyler, TX HUB - Yes CO-OP - Yes**	RAI Equity Labs Inc. New York, NY HUB - No
Evaluation Criteria	Max Points	Score	Score
Qualifications and Experience	200	**151.75**	155.88
Sample Work Submission (Portfolio)	200	**155.00**	125.00
Vendor Requirements	200	**135.13**	130.13
References	50	**46.70**	34.00
Pricing	350	**350.00**	160.00
Total Score	1000	**838.58**	605.01

Notes: No-bids received from Fisher Healthcare and Plywood Company of Fort Worth, Inc.

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. F2024143 - Annual Contract for HIV and Related Services - HIV Administrative Agency - Collaborative Research, LLC - Exercise Second and Final Option for Renewal - Same Contract Terms

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No √

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 10
Department: Purchasing	**Prepared By:** Jill E. Stine	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2025105 - Annual Contract for Non-Emergency Transportation Services - Public Health - Various Vendors - Exercise First Option for Renewal - Same Firm Fixed Prices

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of Bid No. F2025105, Non-Emergency Transportation Services, for the first optional twelve (12) month period at the same firm fixed prices.

BACKGROUND

On August 5, 2025, the Commissioners Court, through Court Order #145618, awarded Bid No. F2025105, Annual Contract for Non-Emergency Transportation Services, for Public Health, to the following vendors:

Section 1	Fort Worth Non-Emergency Transportation LLC Hilal Non-Emergency Transportation LLC WHC DFW, LLC d/b/a zTrip
Section 2	Fort Worth Non-Emergency Transportation LLC Hilal Non-Emergency Transportation LLC Just Ride Transportation, LLC

The awards were based upon low bid meeting specifications and contained options to renew for two (2) additional twelve (12) month periods.

The purpose of this contract is to provide non-emergency transportation services for clients of Tarrant County Public Health, specifically for travel to and from medical appointments, County facilities, or other locations as deemed necessary.

The vendors notified Purchasing in writing that their prices will remain firm through August 4, 2027. Public Health notified Purchasing in writing that they are pleased with the vendors and wants to renew.

Therefore, it is the joint recommendation of Public Health and Purchasing that the Commissioners Court approve renewal of Bid No. F2025105, Annual Contract for Non-Emergency Transportation Services, for another twelve (12) month period.

Subject to continued funding by the Commissioners Court, this agreement shall automatically renew August 4, 2027, hereafter for one (1) twelve (12) month period ending on August 3, 2028, unless sooner terminated by either party as provided herein.

FISCAL IMPACT

Expenses for the last twelve (12) months were $6,975.00. Funding is available in the following accounts:

$1,000	F0046-2026 Tuberculosis Prevention and Control Outreach Program/5100402000 Health TB Clinics/5 Transportation
$10,100.00	F0046-2027 Tuberculosis Prevention and Control Outreach Program/5100402000 Health TB Clinics/5 Transportation
$2,500.00	F0093-2026 Nurse Family Partnership/5100805000/Health Nurse Family Partnership/576121 Transportation
$30,000	T0400-2026 Public Health/5100402000 Health TB Clinics/576121 Transportation
$19,000	Will be requested for T0400-2027/5100402000 Health TB Clinics/576121 Transportation
$11,000	T4100-2026 340B /5100904000 Health PMC/576121 Transportation

Attachments

backup1.pdf

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

March 5, 2026

Hassan Adam
Fort Worth Non-Emergency Transportation, LLC
1965 Revolutionary Way, Suite 3305
Fort Worth, TX 76119

Re: RFP No. F2025105 – Annual Contract for Non-Emergency Transportation Services

Dear Mr. Adam:

Referenced bid was for twelve (12) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of August 5, 2025, through August 4, 2026. The effective dates for the first renewal option will run from August 5, 2026, through August 4, 2027.

Tarrant County Purchasing Department hereby extends an invitation to Fort Worth Non-Emergency Transportation LLC to accept the first option for an additional one (1) year period as the primary vendor for this bid as awarded on August 5, 2025. Fort Worth Non-Emergency Transportation, LLC acknowledges formal renewal of the option, and any contract is contingent upon review and approval by the Tarrant County Commissioners Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 4, 2027.

☒ Yes, Fort Worth Non-Emergency Transportation, LLC will accept the offer to extend the same firm fixed prices through August 4, 2027. **Please include a current 1295 Form with your response.**

☐ No, Fort Worth Non-Emergency Transportation LLC will NOT accept the offer to extend the same firm fixed prices through August 4, 2027.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☒ No

If Yes, please return a listing of the participating entities with this letter.

Please email or fax your signed response.

Sincerely,

Jill Stine, Senior Buyer
Tarrant County
817-212-7247
817-212-7247 (fax)

Hassan Adam
Fort Worth Non-Emergency Transportation, LLC

3/5/2026
Date

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

March 5, 2026

Omar Mahmoud
Hilal Non-Emergency Transportation, LLC
20 Elderbrook Lane
Edgecliff Village, TX 76134

Re: RFP No. F2025105 – Annual Contract for Non-Emergency Transportation Services

Dear Mr. Mahmoud:

Referenced bid was for twelve (12) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of August 5, 2025, through August 4, 2026. The effective dates for the first renewal option will run from August 5, 2026, through August 4, 2027.

Tarrant County Purchasing Department hereby extends an invitation to Hilal Non-Emergency Transportation LLC to accept the first option for an additional one (1) year period as the primary vendor for this bid as awarded on August 5, 2025. Hilal Non-Emergency Transportation, LLC acknowledges formal renewal of the option, and any contract is contingent upon review and approval by the Tarrant County Commissioners Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 4, 2027.

☑ Yes, Hilal Non-Emergency Transportation LLC will accept the offer to extend the same firm fixed prices through August 4, 2027. **Please include a current 1295 Form with your response.**

☐ No, Hilal Non-Emergency Transportation LLC will NOT accept the offer to extend the same firm fixed prices through August 4, 2027.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☑ No

If Yes, please return a listing of the participating entities with this letter.

Please email or fax your signed response.

Sincerely,

Jill Stine, Senior Buyer
Tarrant County
817-212-7247
817-212-7247 (fax)

Omar Mahmoud
Hilal Non-Emergency Transportation, LLC

03/05/2026
Date

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 · Fort Worth, TX 76196 · (817) 884-1414 · (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

March 5, 2026

Dwight R. Kines
WHC DFW, LLC
2515 Irving Blvd
Dallas, TX 75207

Re: RFP No. F2025105 – Annual Contract for Non-Emergency Transportation Services

Dear Mr. Kines:

Referenced bid was for twelve (12) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of August 5, 2025, through August 4, 2026. The effective dates for the first renewal option will run from August 5, 2026, through August 4, 2027.

Tarrant County Purchasing Department hereby extends an invitation to WHC DFW LLC to accept the first option for an additional one (1) year period as the primary vendor for this bid as awarded on August 5, 2025. WHC DFW LLC acknowledges formal renewal of the option, and any contract is contingent upon review and approval by the Tarrant County Commissioners Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 4, 2027.

☑ Yes, WHC DFW LLC will accept the offer to extend the same firm fixed prices through August 4, 2027.
Please include a current 1295 Form with your response.

☐ No, WHC DFW LLC will NOT accept the offer to extend the same firm fixed prices through August 4, 2027.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☒ No

If Yes, please return a listing of the participating entities with this letter.

Please email or fax your signed response.

Sincerely,

Jill Stine, Senior Buyer
Tarrant County
817-212-7247
817-212-7247 (fax)

Dwight R Kines, COO
WHC DFW LLC

3/16/25
Date

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

March 5, 2026

Daron Brown
Just Ride Transportation. LLC
1100 Bridgewood, Suite 120
Fort Worth, TX 76112

Re: RFP No. F2025105 – Annual Contract for Non-Emergency Transportation Services

Dear Mr. Brown:

Referenced bid was for twelve (12) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of August 5, 2025, through August 4, 2026. The effective dates for the first renewal option will run from August 5, 2026, through August 4, 2027.

Tarrant County Purchasing Department hereby extends an invitation to Just Ride Transportation LLC to accept the first option for an additional one (1) year period as the primary vendor for this bid as awarded on August 5, 2025. Just Ride Transportation, LLC acknowledges formal renewal of the option, and any contract is contingent upon review and approval by the Tarrant County Commissioners Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 4, 2027.

☑ Yes, Just Ride Transportation, LLC will accept the offer to extend the same firm fixed prices through August 4, 2027. **Please include a current 1295 Form with your response.**

☐ No, Just Ride Transportation LLC will NOT accept the offer to extend the same firm fixed prices through August 4, 2027.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☑ No

If Yes, please return a listing of the participating entities with this letter.

Please email or fax your signed response.

Sincerely,

Jill Stine
Jill Stine, Senior Buyer
Tarrant County
817-212-7247
817-212-7247 (fax)

Daron Brown
Daron Brown
Just Ride Transportation, LLC

3/10/2026
Date

Memorandum

To: Gary Collins

Dept: Public Health

From: Jill Stine, Sr. Buyer, Purchasing Department

Date: February 25, 2026
Re: Renewal of F2025105, Annual Contract for Non-Emergency Transportation Services

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The above referenced contract will expire on August 4, 2026. This contract included two (2) options to renew with the vendor for additional twelve (12) month terms. The first renewal term would commence August 5, 2026, and would expire August 4, 2027.

If you wish to exercise this option to renew and continue this contract with the vendor listed below for twelve more months, please check the appropriate item and email or fax this form back to me at (817) 212-7247 by March 13, 2026:

Just Ride Transportation, LLC
Fort Worth Non-Emergency Transportation, LLC
Hilal Non-Emergency Transportation, LLC
WHC DFW, LLC

__X___ Yes, I wish to continue the current contract with the above mentioned vendor for the first renewal term of the contract.

Funds to support this contract will be provided by the following accounts:

T0400-2026
5100401000 TB $30,000
T4100-2026
5100302000 AHS $1,000
5100904000 PMC $10,000
F0046-2026 - $25,235 / F0046-2027 $10,100
F0093-2026 - $2,500

_____No, I do not wish to continue the current contract with the above-mentioned vendor for the following reason(s).

SIGNATURE: Gary L. Collins DATE: 3/3/2026

Bid No. F2025105 Annual Contract for Non-Emergency Transportation Services

				Fort Worth Non-Emergency Transportation LLC Fort Worth, TX HUB - Yes CO-OP - Yes		**Hilal Non-Emergency Transportation LLC Edgecliff Village, TX HUB - No CO-OP - Yes**	
SECTION 1: AMBULATORY FARES				**Award**		**Award**	
Line #	Description	QTY	UOM	**Unit**	**Extended**	**Unit**	**Extended**
1.1	Minimum Fare	1	EA	**$37.00**	**$87.00**	**$50.00**	**$82.70**
1.2	Drop Fee	1	EA	**$0.00**		**$0.00**	
1.3	Price Per Mile	1	Per Mile	**$0.00**		**$2.50**	
1.4	Cancellation Fee	1	Ea	**$35.00**		**$30.00**	
1.5	Wait Fee	1	Ea	**$15.00**		**$0.20**	
SECTION 2: NON-AMBULATORY FARES				**Award**		**Award**	
2.1	Minimum Fare	1	EA	**$80.00**	**$130.00**	**$80.00**	**$133.70**
2.2	Drop Fee	1	EA	**$0.00**		**$0.00**	
2.3	Price Per Mile	1	Per Mile	**$0.00**		**$3.50**	
2.4	Cancellation Fee	1	Ea	**$35.00**		**$50.00**	
2.5	Wait Fee	1	Ea	**$15.00**		**$0.20**	

				Just Ride Transportation, LLC Godley, TX HUB - No CO-OP - Yes		T.A.N Logistics LLC Fort Worth, TX HUB - Yes	
SECTION 1: AMBULATORY FARES							
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended
1.1	Minimum Fare	1	EA	$55.00	$128.75	$45.00	$148.50
1.2	Drop Fee	1	EA	$35.00		$30.00	
1.3	Price Per Mile	1	Per Mile	$3.75		$3.50	
1.4	Cancellation Fee	1	Ea	$35.00		$50.00	
1.5	Wait Fee	1	Ea	$0.00		$20.00	
SECTION 2: NON-AMBULATORY FARES				**Award**			
2.1	Minimum Fare	1	EA	**$55.00**	**$128.75**	$85.00	$208.50
2.2	Drop Fee	1	EA	**$35.00**		$50.00	
2.3	Price Per Mile	1	Per Mile	**$3.75**		$3.50	
2.4	Cancellation Fee	1	Ea	**$35.00**		$50.00	
2.5	Wait Fee	1	Ea	**$0.00**		$20.00	

Bid No. F2025105 Annual Contract for Non-Emergency Transportation Services

				Eveeo Inc Dallas, TX HUB - Yes		**WHC DFW, LLC d/b/a zTrip Dallas, TX HUB - No CO-OP - Yes**	
SECTION 1: AMBULATORY FARES						**Award**	
Line #	Description	QTY	UOM	Unit	Extended	**Unit**	**Extended**
1.1	Minimum Fare	1	EA	$500.00	$1,114.29	**$10.00**	**$16.20**
1.2	Drop Fee	1	EA	$400.00		**$3.00**	
1.3	Price Per Mile	1	Per Mile	$14.29		**$2.80**	
1.4	Cancellation Fee	1	Ea	$125.00		**$0.00**	
1.5	Wait Fee	1	Ea	$75.00		**$0.40**	
SECTION 2: NON-AMBULATORY FARES							
2.1	Minimum Fare	1	EA	$75.00	$219.75	$125.00	$269.00
2.2	Drop Fee	1	EA	$60.00		$13.00	
2.3	Price Per Mile	1	Per Mile	$4.75		$5.60	
2.4	Cancellation Fee	1	Ea	$50.00		$125.00	
2.5	Wait Fee	1	Ea	$30.00		$0.40	

Note: No-bids were received from Resilient Freight Solutions, TDI Fleet Services, Uber Technologies, Inc., Patriot Express Tire & Oil, Reliable Dental Supply & Service and Texas Pipeline Services.

Deliver 4 Every 1 was deemed non-responsive for failing to meet the minimum requirement of having at least one (1) year of experience in providing medical or non-medical transportation services for clients. The Joshua Agency LLC was deemed non-responsive for failure to properly complete the required line items.

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2025105 - Annual Contract for Non-Emergency Transportation Services – Public Health - Various Vendors - Exercise First Option for Renewal - Same Firm Fixed Prices

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No √

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 5
Department: Purchasing	**Prepared By:** Erin N. Dawdy	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

RFP No. F2025144 - Annual Contract for Intensive Spanish Language Mental Health Services - Juvenile Services - Lena Pope Home, Inc. - Exercise First Option for Renewal - Same Contract Terms

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. F2025144, Annual Contract for Intensive Spanish Language Mental Health Services, for the first optional twelve (12) month period at the same contract terms.

BACKGROUND:

On August 19, 2025 the Commissioners Court, through Court Order #145744, awarded RFP No. F2025144, Annual Contract for Intensive Spanish Language Mental Health Services, for Juvenile Services, to Lena Pope Home, Inc.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for two (2) additional twelve (12) month periods.

The purpose of this contract is to provide court-ordered community based mental health treatment services for Spanish-speaking youth and their families under the supervision of Tarrant County Juvenile Services.

The vendor notified Purchasing in writing that they will extend the same contract terms through August 31, 2027. Juvenile Services notified Purchasing in writing that they are pleased with the vendor and wants to renew.

Therefore, it is the joint recommendation of Juvenile Services and Purchasing that the Commissioners Court approve renewal of RFP No. F2025144, Annual Contract for Intensive Spanish Language Mental Health Services, for another twelve (12) month period.

Subject to continued funding by the Commissioners Court, this agreement shall automatically renew September 1, 2028, hereafter for one (1) twelve (12) month period ending on August 31, 2029.

FISCAL IMPACT:

Expenses for the last twelve (12) months were $29,230.00. Funding in the amount of $25,000.00 is expected to be available in P0011-2027 TJJD State Aid/2610350000 Community Based Mental Health/569011 Professional Services/Grant-2004, pending July Juvenile Board approval of grant fund acceptance.

Attachments

F2025144 Renew1 Backup.pdf

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

April 20, 2026
Lena Pope
3200 Sanguinet St.
Fort Worth, TX 76107

Re: RFP No. F2025144 - Annual Contract for Intensive Spanish Language Mental Health Services

Dear Lena Pope Home:

Referenced RFP was for twelve (12) months with two (2) options to renew for additional twelve (12) months each. The original contract was for the period of September 1, 2025 through August 31,2026. The effective dates for the first renewal option will run from September 1, 2026, through August 31, 2027.

Tarrant County Purchasing Department hereby extends an invitation to Lena Pope Home to accept the first option for an additional one (1) year period as the primary vendor for this contract as awarded on August 19, 2025. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 31, 2027.

☒ Yes, Lena Pope Home will accept the offer to extend the same contract terms through August 31, 2027. **Please include a current 1295 Form with your response.**

☐ No, Lena Pope Home will NOT accept the offer to extend the same contract terms through August 31, 2027.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☒ No

If Yes, please return a listing of the participating entities with this letter.

Please email your signed response.

Sincerely,

Erin Dawdy
Erin Dawdy, Senior Buyer
Tarrant County
817-884-1150

Debby Barnes
Lena Pope Home, Inc.

4/22/26
Date

Memorandum

Dept: Juvenile Administration

From: Erin Dawdy, Sr. Buyer, Purchasing Department

Date: April 19, 2026

Re: Renewal of RFP F2025144 - Annual Contract for Intensive Spanish Language Mental Health Services

The above referenced contract will expire on August 31, 2026. This contract included two (2) options to renew with the vendor for additional twelve (12) month terms. The first renewal term would commence September 1, 2026 and would expire August 31, 2027.

If you wish to exercise this option to renew and continue this contract with the vendor listed below for twelve more months, please check the appropriate item and email this form back to me at endawdy@tarrantcountytx.gov.

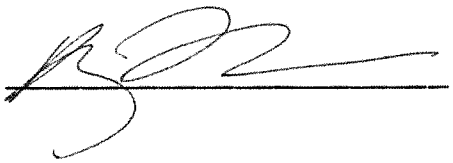
Lena Pope

✓ Yes, I wish to continue the current contract with the above mentioned vendor for the first renewal term of the contract.

Funds to support this contract will be provided by the following accounts:

Grant-2004/P0011-2027/2610350000/569011

_____ No, I do not wish to continue the current contract with the above-mentioned vendor for the following reason(s).

SIGNATURE:  DATE: 4-21-2026

RFP No. F2025144 Intensive Spanish Language Mental Health Services

Award

		Lena Pope Home, Inc. Fort Worth, TX HUB - No	TeleHelp 24/7 d/b/a Tele-Help, Inc. Wilmington, DE HUB - No
Evaluation Criteria	Max Points	**Score**	Score
Respondent's Profile	250	**182**	77
Responsiveness	140	**99**	49
Respondent's Proposed Program	200	**141**	44
References	60	**60**	18
Price	350	**350**	185
Total Score	1000	**832**	373

No bids: J. Reynolds & Co., A Tecta America Company, Texas Pipeline Services

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. F2025144 - Annual Contract for Intensive Spanish Language Mental Health Services - Juvenile Services - Lena Pope Home, Inc. - Exercise First Option for Renewal - Same Contract Terms

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 5
Department: Purchasing	**Prepared By:** Erin N. Dawdy	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

RFP No. F2025155 - Annual Contract for Transportation Services for Juvenile Justice Alternative Education Program - Juvenile Services - Durham School Services - Exercise First Option for Renewal - Same Contract Terms

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. F2025155, Annual Contract for Transportation Services for Juvenile Justice Alternative Education Program (JJAEP), for the first optional twelve (12) month period at the same contract terms.

BACKGROUND

On August 19, 2025, the Commissioners Court, through Court Order #145746, awarded RFP No. F2025155, Annual Contract for Transportation Services for Juvenile Justice Alternative Education Program, for Juvenile Services, to Durham School Services.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for two (2) additional twelve (12) month periods.

The purpose of this contract is for a vendor to provide transportation services to JJAEP students. It is projected that most students residing within the city limits of Fort Worth will utilize the public transportation system but will need transportation to and from bust stops. Students residing outside of the Fort Worth city limits will need transportation to and from school.

The vendor notified Purchasing in writing that they will extend the same contract terms through August 31, 2027. Juvenile Services notified Purchasing in writing that they are pleased with the vendor and want to renew.

Therefore, it is the joint recommendation of Juvenile Services and Purchasing that the Commissioners Court approve renewal of RFP No. F2025155, Annual Contract for Transportation Services for Juvenile Justice Alternative Education Program, for another twelve (12) month period.

Subject to continued funding by the Commissioners Court, this agreement shall automatically renew September 1, 2027 hereafter for one (1) twelve (12) month period ending on August 31, 2028 unless sooner terminated by either party as provided herein.

FISCAL IMPACT

Expenses for the last twelve (12) months were $167,800. Funding in the amount of $223,700 is expected to be available in account P0027-2027 TJJD-JJAEP Program/2610115000 Juvenile Justice Alternative Education Program/576121 Transportation/Grant- 2004, pending July Juvenile Board approval of grant fund acceptance.

Attachments

F2025155 Renewal Backup.pdf

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

April 20, 2026
Durham School Services
2601 Navistar Dr
Lisle, TX 60532

Re: RFP No. F2025155 - Annual Contract for Transportation Services for Juvenile Justice Alternative Education Program

Dear Durham School Services:

Referenced RFP was for twelve (12) months with two (2) options to renew for additional twelve (12) months each. The original contract was for the period of September 1, 2025 through August 31,2026. The effective dates for the first renewal option will run from September 1, 2026, through August 31, 2027.

Tarrant County Purchasing Department hereby extends an invitation to Durham School Services to accept the first option for an additional one (1) year period as the primary vendor for this contract as awarded on August 19, 2025. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 31, 2027.

X Yes, Durham School Services will accept the offer to extend the same contract terms or firm fixed prices through August 31, 2027. **Please include a current 1295 Form with your response.**

☐ No, Durham School Services will NOT accept the offer to extend the same contract terms or firm fixed prices through August 31, 2027.

Are any other governmental entities currently utilizing this contract? ☐ Yes X No

If Yes, please return a listing of the participating entities with this letter.

Please email your signed response.

Sincerely,

Erin Dawdy, Senior Buyer
Tarrant County
817-884-1150

Brian Gibson
Vice President of Operations
Durham School Services
940-882-5269

5/10/2026
Date

Memorandum

Dept: Juvenile Administration

From: Erin Dawdy, Sr. Buyer, Purchasing Department

Date: April 19, 2026

Re: Renewal of RFP F2025155 - Annual Contract for Transportation Services for Juvenile Justice Alternative Education Program

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The above referenced contract will expire on August 31, 2026. This contract included two (2) options to renew with the vendor for additional twelve (12) month terms. The first renewal term would commence September 1, 2026 and would expire August 31, 2027.

If you wish to exercise this option to renew and continue this contract with the vendor listed below for twelve more months, please check the appropriate item and email this form back to me at endawdy@tarrantcountytx.gov.

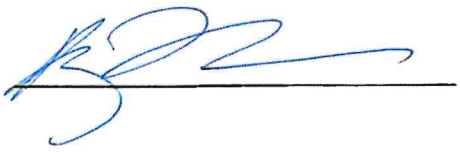
Durham School Services

__✓__ Yes, I wish to continue the current contract with the above mentioned vendor for the first renewal term of the contract.

Funds to support this contract will be provided by the following accounts:

Grant-2004/P0027-2027/26101150000/576121

_____ No, I do not wish to continue the current contract with the above-mentioned vendor for the following reason(s).

SIGNATURE:  DATE: 4-21-2026

RFP No. F2025155 Transportation Services for Juvenile Justice Alternative Education Program

Award

		Durham School Services Lisle, TX HUB - No
Evaluation Criteria	Max Points	**Score**
Respondent's Profile	200	**144**
Responsiveness	250	**145**
Respondent's Proposed Program	140	**104**
References	60	**4**
Price	350	**350**
Total Score	1000	**747**

Notes: Just Ride Transportation, LLC deemed non-responsive for submitting an incomplete proposal.No-bids received from Patriot Express Tire & Oil, Texas Pipeline Services.

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. F2025155 - Annual Contract for Transportation Services for Juvenile Justice Alternative Education Program - Juvenile Services - Durham School Services - Exercise First Option for Renewal - Same Contract Terms

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 6
Department: Purchasing	**Prepared By:** Stefani Felipe	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2025164 - Annual Contract for Purchase and Installation of Ice and Water Machines - Facilities Management - Culinary Depot - Exercise First Option for Renewal - Same Firm Fixed Prices and Discount from List Price

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of Bid No. F2025164, Annual Contract for Purchase and Installation of Ice and Water Machines, for the first optional twelve (12) month period with Culinary Depot at the same firm fixed prices and discount from list price.

BACKGROUND

On August 5, 2025, the Commissioners Court, through Court Order #145626, awarded Bid No. F2025164, Annual Contract for Purchase and Installation of Ice and Water Machines, for Facilities Management, to the following vendors:

Primary	Culinary Depot
Secondary	Associated Food Equipment and Supplies Inc.

The award was based upon low bid meeting specifications and contained options to renew for two (2) additional twelve (12) month periods.

The purpose of this contract is to purchase and install ice and water machines of various sizes in Tarrant County buildings.

Associated Food Equipment and Supplies Inc did not respond to the request to renew. The remaining vendor notified Purchasing in writing that their prices will remain firm through August 4, 2027. Facilities Management notified Purchasing in writing that they are pleased with the vendor and want to renew.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that the Commissioners Court approval renewal of Bid No. F2025164, Annual Contract for Purchase and Installation of Ice and Water Machines, for another twelve (12) month period.

Subject to continued funding by the Commissioners Court, this agreement shall automatically renew August 5, 2027 hereafter for one (1) twelve (12) month period ending on August 4, 2028, unless sooner terminated by either party as provided herein.

FISCAL IMPACT

Expenses for the last twelve (12) months were $75,942.00. Funding is available in account 45100-2026 Non-Debt Capital/Various Cost Centers/540000 Capital. The department has included funding in the FY2027 budget request.

Attachments

Backup.pdf

TARRANT COUNTY PURCHASING DEPARTMENT
100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

March 16, 2026

Erik Bermeo
Culinary Depot
67 Route 59
Spring Valley, NY 10977

Re: IFB F2025164 – Annual Contract for Purchase and Installation of Ice and Water Machines

Dear Mr. Bermeo:

Referenced bid was for twelve (12) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of August 5, 2025 through August 4, 2026. The effective dates for the first renewal option will run from August 5, 2026 through August 4, 2027.

Tarrant County Purchasing Department hereby extends an invitation to Culinary Depot to accept the first option for an additional one (1) year period as the primary vendor for this bid as awarded on August 5, 2025. Culinary Depot acknowledges formal renewal of the option and any contract is contingent upon review and approval by the Tarrant County Commissioners Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 4, 2027.

☑ Yes, Culinary Depot will accept the offer to extend the same firm fixed prices through August 4, 2027
Please include a current 1295 Form with your response.

☐ No, Culinary Depot will NOT accept the offer to extend the same firm fixed prices through August 4, 2027.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☑ No

If Yes, please return a listing of the participating entities with this letter.

Please email your signed response.

Sincerely,

Stefani Felipe, Buyer
Tarrant County
817-212-7250

Erik Bermeo
Culinary Depot

03/16/2026
Date

Memorandum

To: Chad Raines, Joshua Palmer, Willie Shephard

Dept: Facilities Management

From: Stefani Felipe, Buyer, Purchasing Department

Date: 3/16/2026

Re: Renewal of Annual Contract F2025164, Annual Contract for Purchase and Installation of Ice and Water Machines

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The above referenced contract will expire on August 4, 2026. This contract included two (2) options to renew with the vendor for additional twelve (12) month terms. The first renewal term would commence August 5, 2026 and would expire August 4, 2027.

If you wish to exercise this option to renew and continue this contract with the vendor listed below for twelve more months, please check the appropriate item and email form back to me by March 20, 2026:

Culinary Depot - Primary
AFESCO - Secondary

✓ Yes, I wish to continue the current contract with the above mentioned vendor for the first renewal term of the contract.

Funds to support this contract will be provided by the following accounts:

534041/10000-2026/Various Cost Centers

_____ No, I do not wish to continue the current contract with the above-mentioned vendor for the following reason(s).

SIGNATURE: Chad Raines DATE: 3/16/26

Bid No. F2025164 - Annual Contract for Purchase and Installation of Ice and Water Machines

			Oliver Refrigeration Fort Worth, TX HUB - No		Douglas Equipment Bluefield, WV HUB - No		Liberty Ice Machine Company, LLC Grandview, TX HUB - No	
Line #	Description	QTY	Unit	Extended	Unit	Extended	Unit	Extended
1	Ice and Water Dispenser	5	$3,999.00	$19,995.00	$4,997.02	$24,985.10	$5,235.81	$26,179.05
2	Installation of Ice and Water Dispenser	1	$400.00	$400.00	$0.01	$0.01	$500.00	$500.00
3	Modular Ice Cube Machine	2	$3,499.00	$6,998.00	$7,354.17	$14,708.34	$6,668.80	$13,337.60
4	Ice Bin for Modular Ice Cube Machine	2	$1,799.00	$3,598.00	$1,987.10	$3,974.20	$2,138.00	$4,276.00
5	Installation of Modular Ice Cube Machine	1	$400.00	$400.00	$0.01	$0.01	$750.00	$750.00
6	Discount Off Items Not Listed		5.0%		0.01%		5.0%	
	Total		* $31,391.00		* $43,667.66		* $45,042.65	

			Primary Award **Culinary Depot** **Spring Valley, NY** **HUB - No** **COOP - Yes**		*Secondary Award* *Associated Food and Supplies Inc.* *Alexandria, LA* *HUB - No* *COOP - Yes*		Pueblo Hotel Supply Pueblo, CO HUB - No	
Line #	Description	QTY	**Unit**	**Extended**	*Unit*	*Extended*	Unit	Extended
1	Ice and Water Dispenser	5	**$5,249.78**	**$26,248.90**	*$5,460.00*	*$27,300.00*	$6,902.67	$34,513.35
2	Installation of Ice and Water Dispenser	1	**$1,400.00**	**$1,400.00**	*$1,050.00*	*$1,050.00*	$499.00	$499.00
3	Modular Ice Cube Machine	2	**$7,327.45**	**$14,654.90**	*$8,789.00*	*$17,578.00*	$6,719.30	$13,438.60
4	Ice Bin for Modular Ice Cube Machine	2	**$1,906.02**	**$3,812.04**	*$1,932.00*	*$3,864.00*	$1,305.37	$2,610.74
5	Installation of Modular Ice Cube Machine	1	**$1,800.00**	**$1,800.00**	*$600.00*	*$600.00*	$550.00	$550.00
6	Discount Off Items Not Listed		**5.0%**		*0.0%*		57.56%	
	Total		**$47,915.84**		*$50,392.00*		$51,611.69	

			Amundson Plumbing Plano, TX HUB - No	
Line #	Description	QTY	Unit	Extended
1	Ice and Water Dispenser	5	$6,300.00	$31,500.00
2	Installation of Ice and Water Dispenser	1	$1,200.00	$1,200.00
3	Modular Ice Cube Machine	2	$10,000.00	$20,000.00
4	Ice Bin for Modular Ice Cube Machine	2	$2,500.00	$5,000.00
5	Installation of Modular Ice Cube Machine	1	$1,200.00	$1,200.00
6	Discount Off Items Not Listed		3.0%	
	Total		$58,900.00	

*No Bid Response were received from Texas Pipeline Services and Complete Supply Inc.

* The apparent low bid from Oliver Refrigeration did not meet specifications because it did not meet the minimum ice production requirement and not stainless steel

* Douglas Equipment did not meet specifications because they are unable to provide installation that is required in the bid specifications

*Liberty Ice Machines did not meet specifications because the machine is not touch free

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2025164 - Annual Contract for Purchase and Installation of Ice and Water Machines - Facilities Management - Culinary Depot - Exercise First Option for Renewal - Same Firm Fixed Prices and Discount from List Price

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 6
Department: Purchasing	**Prepared By:** Gwen Peterson, C.P.M., A.P.P.	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2025076 - Annual Contract for Installation and Removal of Guard Fence - Precinct 1 Maintenance Facility - Vann/Elli, Inc.

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve payment bond for Bid No. F2025076, Annual Contract for Installation and Removal of Guard Fence, for Precinct 1 Maintenance Facility, with Vann/Elli, Inc. for $27,143.01, and authorize Purchasing to approve all required payment and performance bonds, when received, for all Precincts going forward.

BACKGROUND

On April 2, 2025, the Commissioners Court, through Court Order #144962, awarded Bid No. F2025076, Annual Contract for Installation and Removal of Guard Fence, for all Precincts, to Vann/Elli, Inc.

On December 9, 2025, the Commissioners Court, through Court Order #146130, approved the first renewal option.

The quote received from Vann/Elli, Inc. meets all specifications and is acceptable to Precinct 1 Maintenance Facility. Vann/Elli, Inc. will provide all labor, materials, and equipment to repair existing guardrails on St. Francis Village Road.

A payment bond is part of the requirements in order for the contractor to begin work. The bond is required solely for the protection of all claimants supplying labor or furnishing materials used on the project.

FISCAL IMPACT

Funding in the amount of $27,143.01 is available in account 26100-2026 Road and Bridge/6110300000 Precinct #1 Maintenance/553011 Bridge Programs.

Attachments

F2025076 Backup.pdf

Vann/Elli Inc

Quotation

1411 South Broadway
PO Box 1060, Joshua, TX 76058

(817)558-4052
(817)645-5352 Fax

TO: Tarrant County Pct 1
800 E Crowley Rendon Road
Burleson, Texas 76028

email: dkelly@tarrantcountytx.gov

Project St Francis Village Road
GPS
Date April 21st, 2026

We are pleased to offer the following quote for your consideration. The price include material and labor, unless otherwise noted below.

Item No.	Description	Quantity	Unit	Unit Price	Total
2.1	Provide and Install Metal W-Beam Guard Fence, 12 Gauge, Timber Post	162.5	LF	42.00 $	6,825.00
2.4	Provide and Install Metal W-Beam Guard Fence, Short Radius 28" or 31"	37.5	LF	67.50 $	2,531.25
2.5	Provide and Install Single Guardrail Terminal, 28" or 31"	2	EA	6,200.00 $	12,400.00
	Traffic Control Provided by AWP	1	LS	5124.76 $	5,124.76
	Payment Bond	1	LS	262.00 $	262.00
	Pricing based on Tarrant County F2025076, Annual Contract for Installation and Removal of Guard Fence				

Notes: Guardrail prices do not include concrete mow strip or curb, if required. Price does not include damage or repair after initial installation.

Offered by Gary Davis

Total $27,143.01

STATUTORY PAYMENT BOND
(Texas Public Work)

Travelers Casualty and Surety Company of America
Hartford, CT 06183

Bond No.: 108079276

KNOW ALL MEN BY THESE PRESENTS, that Vann/Elli, Inc.

(hereinafter called the Principal), as Principal and Travelers Casualty and Surety Company of America (hereinafter called the Surety), as Surety, are held and firmly bound unto Tarrant County Pct 1

(hereinafter called the Obligee), as Obligee, in the amount of Twenty Seven Thousand, One Hundred Forty Three and 01/100 ----------

($27,143.01) Dollars for the payment where of, the said Principal and Surety bind themselves, and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain contract with the Obligee, dated the 21st day of April , 2026 , to St. Francis Village Road - Installation and Removal of Guard Fence

which contract is hereby referred to and made a part hereof and to the same extent if copied at length herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the said Principal shall pay all claimants supplying labor and material to him or a subcontractor in the prosecution of the work provided for in said contract , then, this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that this bond is executed pursuant to Chapter 2253 of the Texas Government Code and all liabilities on this bond shall be determined in accordance with the provisions of said Code to the same extent as if it were copied at length herein.

IN WITNESS WHEREOF, the said Principal and Surety have signed and sealed this instrument this 20th day of April , 2026 .

Vann/Elli, Inc.
(Principal)
By: Bonna Dunn

VANN/ELLI, INC. CORPORATE SEAL 1989 TEXAS

Travelers Casualty and Surety Company of America
By: Robbi Morales
Robbi Morales , Attorney-in-fact

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA HARTFORD, CONN.

STATUTORY PERFORMANCE BOND PURSUANT TO CHAPTER 2253 OF THE TEXAS GOVERNMENT CODE

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Robbi Morales** of **DALLAS**, **Texas**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April, 2021**.

State of Connecticut

City of Hartford ss.

By: _____
Robert L. Raney, Senior Vice President

On this the **21st** day of **April**, **2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June, 2026**

_____
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **29th** day of **April**, **2026**.

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

IMPORTANT NOTICE

To obtain information or make a complaint:

You may call Travelers Casualty and Surety Company of America and its affiliates' toll-free telephone number for information or to make a complaint at:

1-800-328-2189

You may contact the Texas Department of Insurance to obtain information on companies, coverages, rights or complaints at:

1-800-252-3439

You may write the Texas Department of Insurance:

P. O. Box 149104
Austin, TX 78714-9104
Fax: (512) 475-1771
Web: http://www.tdi.state.tx.us
E-mail: ConsumerProtection@tdi.state.tx.us

PREMIUM OR CLAIM DISPUTES:
Should you have a dispute concerning your premium or about a claim you should contact your Agent or Travelers first. If the dispute is not resolved, you may contact the Texas Department of Insurance.

ATTACH THIS NOTICE TO YOUR BOND:
This notice is for information only and does not become a part or condition of the attached document and is given to comply with Texas legal and regulatory requirements.

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2025076 - Annual Contract for Installation and Removal of Guard Fence - Precinct 1 Maintenance Facility - Vann/Elli, Inc.

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

   If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 10
Department: Purchasing	**Prepared By:** Elizabeth Callarman	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Consideration of Amendment No. 1 - RFP No. F2025135 - Annual Contract for Fire Permit and Inspection Software and Maintenance - Fire Marshal - First Due Locality Media, Inc.

*****CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider Amendment No. 1 for RFP No. F2025135, Annual Contract for Fire Permit and Inspection Software and Maintenance, for the Fire Marshal, with First Due Locality Media, Inc.

BACKGROUND

On October 14, 2025, the Commissioners Court, through Court Order #146191, awarded RFP No. F2025135, Annual Contract for Fire Permit and Inspection Software and Maintenance, for the Fire Marshal, to First Due Locality Media, Inc.

Amendment No. 1 is for the addition of a payment processing solution. This enhancement will provide a seamless and quick payment processing solution that allows sending of invoices, mobile payments, and payment reconciliation. Currently, fees are collected via cash or check only.

The term of the contract is effective through October 14, 2026.

Amendment No. 1 is attached for approval and signature. The District Attorney's Office reviewed Amendment No. 1 as to form.

FISCAL IMPACT

No fiscal impact for FY 2026. Funding in the amount of $3,500.00 will be requested in the FY 2027 budget through T2900-2026 Fire Marshal Code/2410100000 Fire Marshal/578025 Software Maintenance and Licenses.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____

District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

F2025135 1 Amendment Fire Marshal.pdf

Zoho Sign Document ID: 2AB7F2F4-6J-UX0-DUCVK5HYDTEY7SFXORHFUKVIG-WXK_T19BII

first due

Add-On Quote

Customer Name:	Tarrant County Fire Marshal's Office	**Quote Number:**	1545132000611313187
Billing Address:	2750 Premier St. Fort Worth, TX 76111	**Prepared By:**	Rachael Landman
		Valid Until:	June 30, 2026
Subscription Start:	April 30, 2026		
Initial Term:	5 months		
Annual Subscription:	$3,500.00		

Product Details
Invoicing Invoice Management, Bulk Mailing, Billing Report and Customizable Fee Schedules.
Implementation and Configuration Services Services related to configuring and customizing the First Due Platform as described in the Statement of Work.
First Year Discount First Year Discount

One-Time Fees Subtotal	$ 0.00
5-month Subscription Fees Subtotal	$ 1,470.00
Discount	($ 1,470.00)
Grand Total*	**$ 0.00**

**Excluding Tax*

This Add-On Quote is issued pursuant to, and governed by, the terms and conditions of the Agreement for Services (the "Agreement") entered into on September 30, 2025 between the above-named parties for RFP F2025135 Annual Contract for Fire Permit and Inspection Software and Maintenance. By accepting this Add-On Quote, County agrees that the services and/or products described herein are subject to the terms of the Agreement, which are hereby incorporated by reference. In the event of any conflict between this Add-On Quote and the Agreement, the terms of the Agreement shall govern

On June 26, 2025, Locality Media, Inc. dba First Due was converted into a limited liability company under applicable law and now operates as Locality Media, LLC dba First Due. All rights and obligations under the Agreement shall continue in full force and effect under the new name.

Statement of Work. The attached Statement of Work will detail the Implementation, Training, Data Migration, Integrations, Customer Success Manager, Customer Support, and Assumptions for this Add-On Quote.

Invoicing and Payment Terms. The above-listed Grand Total will be invoiced on or around the Subscription Start date and due within thirty (30) days from the date of the invoice. Payment will be made in accordance with the Texas Prompt Payment Act. For subsequent annual periods, the Service fees are due and payable annually in advance on September 30th. The parties acknowledge and agree that Tarrant County is a governmental entity subject to yearly funding limitations and First Due agrees County may terminate this Agreement during any future fiscal years in which funding is not allocated by the Commissioner s Court for services/products covered under this Agreement.

Electronic ACH payment Information. [redacted]

[Signature Page Follows]

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LOCALITY MEDIA, LLC DBA FIRST DUE

By: Josh Stanley
(Signature)

Name: Josh Stanley

Title: CFO

Date: May 12 2026

TARRANT COUNTY

By: _____
(Signature)

Name: _____

Title: _____

Date: _____

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first due

Statement of Work

For
Tarrant County Fire Marshal's Office
Quote Number: 1545132000611313187

1. Introduction

1.1 Purpose

The purpose of this Statement of Work ("SOW") is to clearly define the Implementation, Training, Data Migration, Integrations, Customer Success Manager, Customer Support, and Assumptions for Customer from First Due for the purchased product(s) set forth in this Add-On Quote ("Purchased Products").

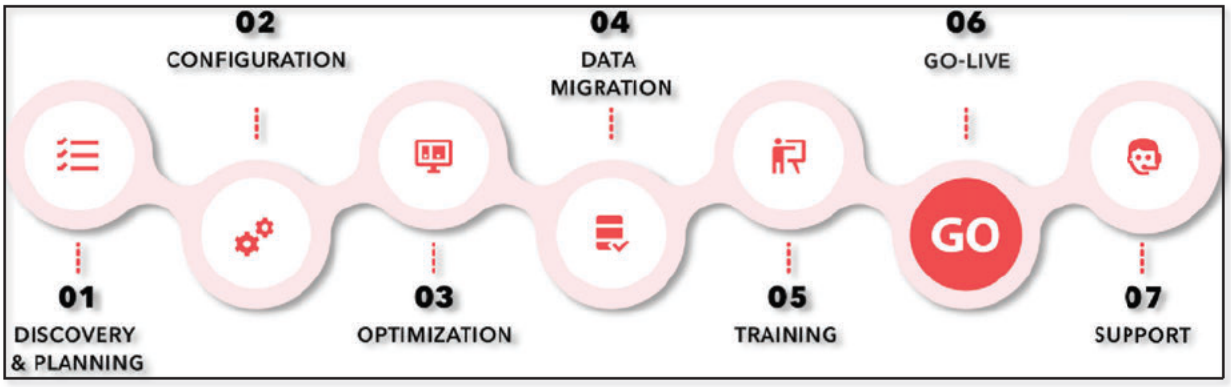
1.2 Scope

This SOW includes the configuration, optimization, and deployment of the Purchased Products with the goal of meeting the organizational needs of the Customer.

2. Implementation

2.1 Overview

First Due utilizes a combination waterfall and iterative approach to implementation. This includes Discovery, Configuration, Optimization, Data Migration, Training, and Go-Live.



2.2 Implementation Resources

- **Implementation Manager**: Project lead and go-to person, acting as the primary liaison between the Customer and the First Due project team. The Implementation Manager will develop and execute the project plan, manage communication, and ensure adherence to predefined timelines and quality standards. This individual is also responsible for helping to configure the core system and some of the more straightforward modules.

- **Implementation Product Specialist(s)**: While the Implementation Manager will lead the overall project, Product Specialists will be brought in to help configure and optimize specialty modules such as Fire Prevention, ePCR, Assets & Inventory, Training, Scheduling, and Reporting. They are product experts in First Due and are versed in industry best practices for their specific product specialties. Depending on the modules purchased and complexity, your project may be assigned 1-3 Product Specialists.

- **Technical Implementation Specialist**: Responsible for managing data migration from your current vendor to First Due and the integration between First Due and CAD. The Technical Implementation Specialist team comes from a diverse background, ranging from database management to public safety software integration.

- **Customer Success Manager**: As the point person after project completion, the Customer Success Manager (CSM) will be part of the implementation as an advocate and to ensure a seamless transition to support

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post go-live. During the Implementation they will regularly check-in to ensure progress is being made and help with the addition of new modules or scope from a commercial perspective. Post go-live, they will provide regular check-ins to ensure the Customer is adopting the Purchased Products and deriving value from them.

- **Training Manager:** Responsible for developing and executing the training plan, with the goal of effective adoption of the Purchased Products by Customer. The Training Manager will be involved throughout the project to ensure they have the Customer specific knowledge to design the most effective training plan possible.

2.3 Implementation Phases

2.3.1 Discovery & Planning: Once the Project has been assigned, Customer will receive a set of tailored discovery questionnaires. Once filled out, the Implementation Manager will schedule a Project Kick-Off. During this meeting the Customer will receive access to the First Due platform, meet the project team and receive an initial product tour. The Implementation Manager will also provide an overview of the project plan, decide the meeting cadence, and formalize the next steps. CAD Integration and Data Migration planning meetings are also held during this phase, if required. These meetings will be led by the Technical Implementation Specialist.

- Key Meeting(s): Project Kick-Off, CAD Kick-Off, Data Migration Planning
- Milestone(s): Project Kick-Off, System Access
- Customer Task(s): Fill Discovery Questionnaires
- Deliverable(s): Welcome email, Initial Account Set-Up, System Logins Provided

2.3.2 Configuration: After planning is complete, the Implementation Manager will begin scheduling the Configuration sessions. Before each configuration session there will be some light prep work for the Customer to complete. Generally, there will generally be one (1) configuration session per module, but in cases where there is more complexity, there may be multiple. These sessions will either be run by the Implementation Manager or the Implementation Product Specialist, depending on the module.

- Key Meeting(s): Module Configuration Sessions (1-2 per module)
- Milestone(s): N/A
- Customer Task(s): Configuration Prep Work (per module)
- Deliverable(s): Initial Module Configuration
- Scope: All Purchased Products

2.3.3 Optimization: After the configuration is complete, the Customer will be provided with test work (module User Acceptance Testing (UAT)) to complete. Following the completion of the UAT work, Optimization Sessions will be held to review Customer feedback, correct any issues, and finalize the configuration of the module. There will generally be one (1) Optimization session per module, but in cases where there is more complexity, there may be multiple. Once a module is configured and optimized, the Customer will be provided a module sign-off document to review and sign. Note Configuration and Optimization sessions may run interchangeably to ensure the project stays on-track.

- Key Meeting(s): Module Optimization Sessions (1-2 per module)
- Milestone(s): Module Acceptance and Sign-Off (1 per module)
- Customer Task(s): Optimization Prep Work (UAT per module)
- Deliverable(s): Module Optimization resulting in Customer Acceptance
- Scope: All Purchased Products

2.3.4 Data Migration: Data Migration will occur throughout the project and can be summarized in three steps: (1) initial data migration at the beginning of the project required for configuration, (2) import of historical records, usually occurring throughout the project, and (3) final data migration immediately before go-live. First Due's Data Migration team will review your legacy data environment and provide guidance on the best path to extract, map, and import the data into First Due.

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- Key Meeting(s): Data Migration Planning
- Milestone(s): Data Migration Sign-Off
- Customer Task(s): Extract or provide access to legacy data based on guidance from First Due Data Migration team, Data Mapping Assistance, review and approve data load.
- Deliverable(s): Data Migration Plan, Data Mapping Assistance, Data Import

2.3.5 **Training:** As the project is in the final stages, the Training Manager will work with the Customer to arrange a training plan that will result in the successful adoption of the Purchased Products. Note that while Webinar Administrator training will occur during configuration and optimization sessions, the Training Manager will arrange formal Webinar and/or Onsite Train-the-Trainer and/or End User Training Session(s). Additive to the provided training, Customer will also have access to live weekly training academy sessions as well as on demand online training videos and training guides via the First Due Knowledgebase.

- Key Meeting(s): Training Planning, Training Sessions
- Milestone(s): Training Completed
- Customer Task(s): Coordinate staff to be trained
- Deliverable(s): Training Plan and Training Session(s)

2.3.6 **Go-Live:** Once all modules have been signed off and training has been arranged or completed, First Due will work with the Customer to kick-off the Go-live process. This includes: (1) Final System Acceptance, (2) Go-live planning meeting, (3) Final Data Migration, (4) Go-live, and (5) Post go-live implementation support.

- Key Meeting(s): Go-live planning, Post Go-live Check-Ins
- Milestone(s): System Acceptance, Go-live
- Customer Task(s): Final Testing
- Deliverable(s): Post Go-live Implementation Support (2-4 weeks)

2.3.7 **Transition to Customer Success**: Following the completion of the post go-live support period and assuming all critical implementation tasks are complete, Customer will be transitioned to their Customer Success Manager (CSM) and to the First Due Support team.

- Key Meeting(s): Customer Success Transition Meeting
- Milestone(s): Transition to Customer Success and Support
- Customer Task(s): N/A
- Deliverable(s): N/A

3. Training

Training is an integral part of any successful implementation. First Due is focused on providing your agency adequate training to ensure effective user adoption of the platform. As part of this SOW, the Customer shall receive:

- Formal training as outlined in Exhibit A - Quote
- Administrator Training as part of the Configuration / Optimization
- Access to live First Due Academy Webinars
- Access to online recorded training videos and guides via an interactive knowledgebase

Any additional scope or detail related to Training will be listed below.

4. Data Migration

First Due understands the importance of data migration to our customers and has extensive experience working to migrate historical records into the platform. First Due will use best efforts to migrate applicable data from Customer's existing systems utilizing data migration best practices. This includes:

- Data Migration Planning Session
- Assistance/Guidance in extracting data from existing system/s
- Mapping extracted data to First Due import workbooks
- Importing of Data into First Due

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The Data Migration scope of this SOW will be to import legacy data from Customer existing systems in order for the Purchased Products to be operational. This includes operational data and historic records. Note that there are times when certain data is not seen as valuable to migrate to First Due. First Due and Customer will agree during the planning phase on what data needs to be migrated and priorities around data migration.

5. Integrations

As part of this SOW, First Due will Implement all integrations and relevant scope outlined in this Add-On Quote. Integrations will be implemented during the configuration and optimization phases outlined above. In most cases, these integrations will be aligned with the module they are related. The only exception to this is the CAD Integration which, if part of scope, will have its own dedicated session at the beginning of an implementation. Customer or complex integrations may follow this same exception and have their own sessions to implement.

First Due will support these integrations post go-live. Note First Due is not responsible for outages, issues, and failures of 3rd Party Vendors. First Due will, however, always endeavor to work with Customer to resolve issues, regardless of responsibility.

Any additional scope or detail related to Integrations will be listed below.

6. Customer Success Manager

First Due understands the value of ongoing Customer Success activities post go-live. As part of this SOW, Customer will receive a Customer Success Manager who will be the point person for Customer post go-live. Customer will receive regular check-ins to ensure the adoption of the Purchased Products. As part of the regular check-ins, the Customer Success Manager can help Customer with any major enhancements or issues, new feature updates, interest in other modules and additional training needs.

7. Customer Support

A customer's success is important to First Due and we understand having a reliable, knowledgeable Customer Support (or Support) team there to help is vital. Customer Support provides a central point of contact to ensure that all customer support requests are responded to and resolved. Below is a summary of the support components.

7.1 Contacting Customer Support

Customer Support is a service provided to our customers when they have questions, requests, or issues with the Services. When Customer submits a support request, a Support Ticket (or Ticket) is created within First Due's Support CRM and a unique ID (or ticket number) is assigned to track and document Customer's support request.

We offer a variety of channels to communicate with our Support team:

- **Online**: https://support.firstduesizeup.com/portal/en/kb/first-due-community-connect-support
- **Email**: support@firstdue.com
- **Phone**: (516) 874-5818

7.2 Self-Service Resources

First Due strives to provide useful, empowering self-service resources that are available 24/7 on our online Support Center. Our Knowledgebase contains step-by-step/how-to articles, FAQs, videos, best practices, etc.

7.3 Hours of Operation

Customer Support hours of operation (Business Hours) are:

- Monday to Friday, 9:00am – 6:00pm ET**
- ** 24x7 Support available for Sev 1 (Down/Urgent) issues.

8. Assumptions

8.1 Customer Participation

Every successful implementation requires adequate participation from the Customer. Although First Due is ultimately responsible for deliverables in the SoW, Customer agrees to attend the necessary calls and complete required preparatory work in order to help drive the project forward. At a minimum, Customer resources will be required for one (1) hour per week for meetings, and half an hour to one (0.5-1) hour of prep work per week by

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one or multiple individuals. Customer understands the importance of ensuring the correct Customer resources are available when required.

8.2 Statement of Work Expiration

Excluding significant delays caused by the First Due team, this SOW will expire within twelve (12) months of the Subscription Start Date as detailed in this Add-On Quote. In situations where the project is delayed for no fault of either party, First Due agrees to extend the term, only if there is an agreed plan to complete the project within the extension period. Note the term expiration does not apply to Section 6 & 7 above and will not impact First Due's ability to support the Customer post go-live.

8.3 Best Practice and Standard Workflow

First Due intends to meet the organizational needs of the Customer and their respective software requirements by configuring the Purchased Products to closely align with existing workflows. Although First Due is incredibly flexible, there may be times when First Due recommends using standard functionality or best practice to ensure a timely implementation, and simplification of current process. These workflows may differ from Customer existing workflows. Customer understands the importance of collaboration to achieve the ultimate goal of successfully adopting the Purchased Products and is aware there may be changes to existing workflow to accomplish this.

8.4 Go-live Requirements & Gaps

Over the course of the Implementation, both parties may uncover functionality gaps in the Purchased Products. Some of these gaps may have a material impact on the ability to implement or adopt the product. Gaps of this nature, deemed Go-Live Requirements, will be prioritized to ensure a timely go-live and project completion. However, in the case that certain features are not complete before go-live, they will be added to module and system signoffs as exceptions and will be completed within an agreed upon timeframe.

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Consideration of Amendment No. 1 - RFP No. F2025135 - Annual Contract for Fire Permit and Inspection Software and Maintenance - Fire Marshal - First Due Locality Media, Inc.

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No √

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

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TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 7
Department: Purchasing	**Prepared By:** James Bocks, CPPB, Senior Contracts Administrator	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Consideration of Cooperative for Construction, Road and Bridge, and Other Related Equipment - Cold Recycler and Soil Stabilizer - BuyBoard #788-25 - Precinct 4 - Kirby-Smith Machinery Inc - Discount from List Price

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider use of cooperative for Construction, Road and Bridge, and Other Related Equipment, for the purchase of a Cold Recycler and Soil Stabilizer, utilizing BuyBoard Contract #788-25, for Precinct 4, from Kirby-Smith Machinery Inc at the per discount from list price.

BACKGROUND

BuyBoard vendor, Kirby-Smith Machinery Inc, was contacted and requested to submit pricing for a Cold Recycler and Soil Stabilizer, under BuyBoard Contract #788-25.

The offer was evaluated by Precinct 4 and Purchasing representatives. The offer received from Kirby-Smith Machinery Inc meets all specifications and is acceptable to Precinct 4.

The purpose of this equipment is for soil treatment and road rehabilitation during road construction and repair projects.

The BuyBoard contract expires November 30, 2028**.**

BuyBoard cooperative contracts are open to state and local government in accordance with Texas Government Code Chapter 791, Interlocal Cooperation Act and Section 271.101, et seq., of the Texas Local Government Code and Section 791.025 “(c) A local government that purchases good and services under this section satisfies the requirement of the local government to seek competitive bids for the purchase of goods and services.” The Texas Association of School Boards (TASB) administers the BuyBoard Cooperative.

FISCAL IMPACT

Funding in the amount of $939,000.00 is available in account 45100-2026 Non-Debt Capital Fund/6410300000 Precinct 4 Maintenance/540000 Capital.

Attachments

Stabilizer Backup.pdf

4/16/2026

Quote #: jmcdonnell-1964

Ranall Plate
TARRANT COUNTY
100 East Weatherford Ste 506
Ft Worth, TX 76196

Dear Randall Plate:

We are pleased to quote the following for your consideration:
WIRTGEN WR240X 2025 model w/ 3 hours, Unit # WR25043, S/N 15WR.0016.
The following Factory and Dealer Options are included in the package:

- **WIRTGEN WR240X 2025, WIRTGEN WR240X COLD RECYCLER**
- **DURAFORCE milling and mixing rotor**
- **FB2400 HT22 LA20 D20 with 163 roundshank picks**
- **Single spraying system with VARIO spraying bars for water or bitumen emulsion (800 l/min)**
- **One connection pipe without filter for**
- **VARIO spraying system for water and**
- **bitumen emulsion (800 l/min)**
- **1 x 3 in connection coupling for a Camlock**
- **Pre-fitting for WPT Stabilizing and AutoTrac (MF 3, 4G)**
- **Storage compartment at the rear of**
- **the machine for tool**
- **Rear view camera with graphic reverse assistant, four additional cameras and an extra 12-inch HD touch color display**
- **Cross-slope sensor**
- **Battery-operated hydraulic unit**
- **Pneumatic hammer with pick ejector and driver mount**
- **Rotor rotation device Go to tool change control unit for rotor tool exchange**
- **EPG Premier Warranty 5 year / 2500 hours**

Total Price: **$939,000.00**

To be purchased through BuyBoard. Contract #788-25
Contract price is $1,099,013.00; less contract discount of 18% (-$197,822.34);
Plus freight and options of $37,809.34; New net selling price is $939,000.00

We believe the equipment as quoted will exceed your expectations. On behalf of Kirby-Smith Machinery, Inc., thank you for the opportunity to quote you this package.

Sincerely,
JAMES MCDONNELL
Governmental Sales Rep
Kirby-Smith Machinery, Inc.
Phone:
Cell: 214-986-5857
Email: jmcdonnell@kirby-smith.com



Vendor Contract Information Summary

Vendor	Wirtgen America, Inc.
Contact	Melanie Braband
Phone	615-598-4892
Phone Extension	352
Email	melanie.braband@wirtgen-group.com
Vendor Website	www.wirtgen-group.com
TIN	62-1250621
Address Line 1	6030 Dana Way
Vendor City	Antioch
Vendor Zip	37013
Vendor State	TN
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	Net 30 days
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Other
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	All Texas Regions
States	All States
Contract Name	Construction, Road and Bridge, and Other Related Equipment
Contract No.	788-25
Effective	12/01/2025
Expiration	11/30/2028
Accepts RFQs	Yes

Vendor Contract Information Summary

Vendor	Kirby-Smith Machinery Inc
Contact	charles riddle
Phone	9182106095
Email	criddle@kirby-smith.com
Vendor Website	www.kirby-smith.com
TIN	73-1119892
Address Line 1	12321 E. PINE ST.
Vendor City	tulsa
Vendor Zip	74116
Vendor State	OK
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	30 days
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Company Truck
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18
States	Arkansas, Illinois, Kansas, Missouri, New Mexico, Oklahoma, Texas
Contract Name	Construction, Road and Bridge, and Other Related Equipment
Contract No.	788-25
Effective	12/01/2025
Expiration	11/30/2028
Accepts RFQs	Yes

Question 2 - Describe the resources Proposer has to manage staff and successfully perform the Work contemplated under this Contract. State the number and summarize the experience of company personnel who may be utilized for the Work, including those who will be available to Cooperative members for assistance with project development, technical issues, and product selection for Work associated with this Contract.

We proudly provide our world-renowned service through a robust network of over 250 locations, managed by our 34 dealers strategically positioned across the United States and Canada. This extensive presence ensures that we have coverage in every state and province, making our support readily accessible to our customers.

However, our dealer network does much more than simply sell high-quality WIRTGEN GROUP products; the delivery of one of our machines signifies the beginning of a long-term partnership. Our dealers are dedicated to bringing machines, parts, and service expertise directly to our customers, ensuring they receive the support they need for success.

Our dealers can always count on the specialists at Wirtgen America, who are backed by the extensive knowledge and resources of our four specialized brand headquarters. Together, we are committed to fostering strong relationships and providing unparalleled service to meet the evolving needs of our customers.

The dealers Nueces Power Equipment and Kirby-Smith Machinery, Inc., strategically located across Texas, will be assigned to this contract. To ensure the success of the Buyboard contract, Wirtgen America Inc. will provide dedicated support through a team of experienced professionals, including two District Sales Managers with 12 and 10 years of experience, respectively, a Director of Inside Sales Operations with 30 years of experience, and a Contract Administrator with 4.5 years of experience.

This team is committed to promoting the contract to the assigned dealers and customers, offering guidance on its utilization, and collaborating with dealers to develop tailored customer solutions as needed. They work closely with the dealers to ensure prompt delivery and maintain high levels of customer service satisfaction.

Once the sale is completed, the dealers take charge of equipment servicing. They receive factory-built machines, manage installations, and address customer requests for services such as extended warranties and trade-ins. Additionally, they handle pre-delivery inspections, coordinate local deliveries, and provide any required service.

Supporting these dealers is the Wirtgen America service team, comprising approximately 120 dedicated professionals, including Field Service Engineers, Parts Specialists, Warranty Specialists, Service Trainers, and more. This robust support structure ensures that our dealers and customers receive exceptional service and expertise throughout the entire process.

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Section I: New Construction, Road, Bridge and Repair Equipment-PURCHASE ONLY

Discount (%) off catalog/price list for **Soil Stabilizing Equipment, Accessories and Attachments.** Catalog/Price list MUST be included or proposal will not be considered. Asphalt Distributors, Accessories and Attachments.

Total: 18%

Item Notes: **PROPOSAL NOTE 1:** Vendors shall submit catalog(s)/price list(s) with their Proposal response or the Proposal will not be considered. Vendors shall submit catalog(s)/price list(s) with the Proposal in a readily available and readable electronic format, with Excel or searchable PDF preferred. **No paper catalogs or manufacturer/vendor websites will be accepted.**

PROPOSAL NOTE 2: A Vendor proposing shall be approved and authorized by the manufacturer to sell, install, and service the brand(s) of product(s) proposed. Proposers responding to this Proposal Invitation shall submit an approval letter from each manufacturer for each product line proposed. The requirement to provide an approval letter from the manufacturer applies to both seller and installers. Manufacturers responding directly to this Proposal Invitation, in lieu of an authorization letter, shall submit a written explanation that the company is the manufacturer of the product line(s) proposed. Dealer authorization agreements will not be accepted as a substitute for the manufacturer authorization letter.

The manufacturer authorization letters must include the following:
1. Composed on manufacturer letterhead (an email message is not a substitute for the letter),
2. Addressed to “The Local Government Purchasing Cooperative”,
3. Dated within the current calendar year,
4. List the regions in Texas and states that Vendor is authorized to sell, install, and service product(s) proposed, and
5. Name, Title, and Signature of Authorized Official from Manufacturer.

PROPOSAL NOTE 3: **"Pre-Owned/Reconditioned/Retired Rental"** shall be defined as equipment having been checked and inspected by a manufacturer-authorized dealer prior to sale and shall be no older than sixty (60) months as of the date of delivery. Proposers responding to this Proposal Invitation for **"Pre-Owned/Reconditioned/Retired Rental"** equipment must also be approved by the manufacturer to sell pre-owned/reconditioned/retired rental equipment for the brand submitted and must submit an approval letter from each manufacturer with the Proposal. Manufacturer authorization letters must include the regions in which equipment can be sold. Equipment listed as **"Pre-Owned/Reconditioned/Retired Rental"** shall be in good and working condition and shall include a minimum warranty of one-hundred eighty (180) days against any defect from workmanship and parts and shall cover equipment repairs and/or component replacement. Total equipment usage hours as displayed on the service meter will have a maximum of one thousand (1,000) hours per year of age and a minimum of seventy-five percent (75%) of wear remaining for tires, track, and/or ground engagement tools.

Vendors proposing multiple manufacturer product lines and/or catalog/price list per line item must submit the information as follows or proposal may not be considered:

- Select **"Add Alternate"** for each additional manufacturer product line and/or catalog/price list proposed
- Vendor’s must list one specific percentage discount for each manufacturer and/or catalog/price list listed

Item Attributes

1. State Name of Manufacturer Catalog or Product Price list Proposed with Discount Percentage

NOTE: Do not reference SKU, Reference Numbers, Websites, and/or "See Attached/Enclosed".

Pricelist Wirtgen 18%

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Consideration of Cooperative for Construction, Road and Bridge, and Other Related Equipment, Cold Recycler and Soil Stabilizer - BuyBoard #788-25 – Precinct 4 - Kirby-Smith Machinery Inc - Discount from List Price

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

   If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 25

Department: Housing Assistance Office	**Prepared By:** Delilah Crowe, Executive Secretary	**Approved By:** Wayne Pollard

SUBJECT:

Public Hearing - To Consider the Fiscal Year 2026 Tarrant County Housing Assistance Office Annual Agency Plan

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court hold a public hearing for consideration for the approval of the FY 2026 Annual Agency Plan (AAP) for Tarrant County Housing Assistance Office (TCHAO).

BACKGROUND

Each year, the TCHAO as a Public Housing Agency (PHA), must prepare and submit an AAP to outline TCHAO's policies, rules, and requirements concerning operations, programs, and services to inform HUD, families served, and members of the public on the TCHAO's mission, goals, and objectives for serving the needs of low-income families.

Prior to submission of the AAP, HUD requires the following:

- The AAP is made available for review on an on-going basis
- A Resident Advisory Board (RAB) meeting is held to review the AAP.
- A Public Notice announcing a public hearing is being held by the PHA's governing body

On April 11, 2026, the RAB met to review the AAP and made no significant comments or changes.

A Public Notice was published in the Fort Worth Star-Telegram Legal Notice Section to publicize the June 9, 2026, public hearing. In addition, the AAP has been available for review on an on-going basis at the TCHAO.

At the conclusion of the public hearing, TCHAO will incorporate any modifications that are recommended, and will request signature of the HUD certification forms on July 14, 2026.

FISCAL IMPACT

There is no fiscal impact associated with this item. No indirect costs are allowed for this grant and no match is required.

Attachments

2026_TCHAO_Annual_Agency_Plan.pdf

U. S. Department of Housing and Urban Development
Office of Public and Indian Housing

TARRANT COUNTY HOUSING ASSISTANCE OFFICE

Annual Plan for Fiscal Year 2026

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Fort Worth, Texas 76119
(817) 531-7640
housing.tarrantcountytx.gov

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Annual Plan for Fiscal Year 2026
TARRANT COUNTY HOUSING ASSISTANCE OFFICE

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FY 2026 Annual Plan

Tarrant County Housing Assistance Office

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Streamlined Annual PHA Plan *(High Performer PHAs)*	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 09/30/2027

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services. They also inform HUD, families served by the PHA, and members of the public of the PHA's mission, goals, and objectives for serving the needs of low-, very low-, and extremely low- income families.

Applicability. The Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form. PHAs with zero public housing units must continue to comply with the PHA Plan requirements until they closeout their Section 9 programs (ACC termination).

Definitions.

(1) ***High-Performer PHA*** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers (HCVs) and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, SEMAP for PHAs that only administer tenant-based assistance and/or project-based assistance, or PHAS if only administering public housing.

(2) ***Small PHA*** - A PHA that is not designated as PHAS or SEMAP troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.

(3) ***Housing Choice Voucher (HCV) Only PHA*** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.

(4) ***Standard PHA*** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.

(5) ***Troubled PHA*** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.

(6) ***Qualified PHA*** - A PHA with 550 or fewer public housing dwelling units and/or HCVs combined and is not PHAS or SEMAP troubled.

A.	PHA Information.
A.1	**PHA Name**: Tarrant County Housing Assistance Office **PHA Code**: TX431 **PHA Plan for Fiscal Year Beginning**: (MM/YYYY): 10/2026 **PHA Inventory** (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) **Number of Public Housing (PH) Units** 0 **Number of Housing Choice Vouchers (HCVs)** 3534 **Total Combined** 3534 **PHA Plan Submission Type:** ☒ Annual Submission ☐ Revised Annual Submission **Public Availability of Information.** In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA and should make documents available electronically for public inspection upon request. PHAs are strongly encouraged to post complete PHA Plans on their official websites and to provide each resident council with a copy of their PHA Plans.

☐ **PHA Consortia**: (Check box if submitting a Joint PHA Plan and complete table below)

Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

B. Plan Elements

B.1 Revision of Existing PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA since its last **Annual PHA Plan** submission?

Y	N	
☐	☒	Statement of Housing Needs and Strategy for Addressing Housing Needs.
☐	☒	Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
☐	☒	Financial Resources.
☐	☒	Rent Determination.
☐	☒	Homeownership Programs.
☐	☒	Safety and Crime Prevention.
☐	☒	Pet Policy.
☐	☒	Substantial Deviation.
☐	☒	Significant Amendment/Modification

(b) If the PHA answered yes for any element, describe the revisions for each element below:

(c) The PHA must submit its Deconcentration Policy for Field Office Review.

B.2 **New Activities.**

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's applicable Fiscal Year?

Y	N	
☐	☒	Choice Neighborhoods Grants.
☐	☒	Modernization or Development.
☐	☒	Demolition and/or Disposition.
☐	☒	Conversion of Public Housing to Tenant Based Assistance.
☐	☒	Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.
☐	☒	Homeownership Program under Section 32, 9 or 8(Y)
☒	☐	Project Based Vouchers.
☐	☒	Units with Approved Vacancies for Modernization.
☐	☒	Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the applicable Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.

If funding permits, Tarrant County Housing Assistance Office plans to Project Base 150 vouchers, allowing more housing opportunities for voucher holders.

B.3 **Progress Report.**

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.

TCHAO continues to make strong progress toward fulfilling its mission of providing safe, affordable housing and expanding opportunities for low income families in Tarrant County. Key accomplishments for the fiscal year include:

1. **Strengthening Landlord Engagement and Expanding Housing Opportunities** TCHAO continues to experience strong landlord participation, with **over 250 new landlords attending monthly landlord briefings.** We consistently receive website inquiries and direct calls from property owners interested in partnering with the Housing Choice Voucher (HCV) Program. This increased engagement has expanded the number of available units for families and strengthened relationships with the rental community.
2. **Maintaining High Performer Status** TCHAO remains a **High Performer for FY 2025,** demonstrating continued excellence in program administration, compliance, and service delivery.
3. **Increasing Access to High Opportunity Areas** TCHAO is seeing a continued rise in landlords located in **high opportunity neighborhoods** who are willing to accept Housing Choice Vouchers. This trend supports our mission to improve mobility and expand access to areas with strong schools, employment, and transportation.
4. **Achieving Exceptional Leasing Performance and Securing Additional Vouchers** Despite a tight rental market, TCHAO has maintained a **98% leasing rate and 98% HAP fund utilization,** meeting HUD's performance expectations. Notably, **most Housing Authorities in North Texas are leasing below 90%,** highlighting TCHAO's strong operational performance. Due to our success in leasing families, TCHAO was awarded **additional HUD VASH vouchers,** bringing our total to **200 vouchers** dedicated to serving homeless veterans. TCHAO has also strengthened its partnership with the **Texas Department of Family and Protective Services,** administering **159 Family Unification Program (FUP) vouchers** and **43 Foster Youth to Independence (FYI) vouchers** to support families and former foster youth at risk of homelessness.
5. **Reducing Family Search Time Through Mobility Assistance** TCHAO continues to implement strategies to reduce the time families spend searching for units. Mobility Assistance efforts—including landlord outreach, neighborhood education, and direct support to voucher holders—are helping families secure housing more quickly.
6. **Expanding the Family Self Sufficiency (FSS) Program** Enrollment in the FSS Program continues to grow as TCHAO strengthens partnerships with local service providers and enhances participant support. Due to the program's success, HUD awarded TCHAO **additional funding to support a fourth FSS Coordinator,** allowing us to serve more families pursuing economic independence.

B.4	**Capital Improvements.** Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. Capital Improvements are not applicable to TCHAO because we are a Housing Choice Voucher Program only.
B.5	**Most Recent Fiscal Year Audit**. (a) Were there any findings in the most recent FY Audit? Y N ☐ ☒ (b) If yes, please describe:
C.	**Other Document and/or Certification Requirements.**
C.1	**Resident Advisory Board (RAB) Comments.** (a) Did the RAB(s) have comments to the PHA Plan? Y N ☒ ☐ (b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. See attached RAB Comments - Q&A

C.2	**Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.3	**Civil Rights Certification/Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Form 50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.4	**Challenged Elements.** If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public. (a) Did the public challenge any elements of the Plan? Y N ☐ ☒ (b) If yes, include Challenged Elements.

Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

A. PHA Information. All PHAs must complete this section (24 CFR 903.4).

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan (24 CFR 903.23(e)).

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table (24 CFR 943.128(a)).

B. Plan Elements.

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no."

☐ **Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location (24 CFR 903.7(a)(2)(i)). Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA's reasons for choosing its strategy (24 CFR 903.7(a)(2)(ii)).

☐ **Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions**. Describe the PHA's admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA's policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR 903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements 24 CFR 903.7(b). Describe the PHA's procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists 24 CFR 903.7(b) A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV (24 CFR 903.7(b)). Describe the unit assignment policies for public housing 24 CFR 903.7(b).

☐ **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program and state the planned use for the resources (24 CFR 903.7(c)).

☐ **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies (24 CFR 903.7(d)).

☐ **Homeownership Programs**. A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act (24 CFR 903.7(k) and 24 CFR 903.11(c)(1)).

☐ **Safety and Crime Prevention.** A description of PHA's plan for safety and crime prevention. For High Performing PHAs, the information required by 24 CFR 903.7(m) must be included only to the extent this information is required for PHA's participation in the public housing drug elimination program and the PHA anticipates participating in this program in the applicable year (24 CFR 903.11(c)(1)).

☐ **Pet Policy.** Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing (24 CFR 903.7(n)).

☐ **Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan (24 CFR 903.7(s)(2)(i)).

☐ **Significant Amendment/Modification**. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan (24 CFR 903.7(s)(2)(ii)). For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2019-23(HA), successor RAD Implementation Notices, or other RAD Notices.

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2 (24 CFR 903.23(b)).

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements or discretionary policies in the applicable Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

☐ **Choice Neighborhoods Grants.** 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for Choice Neighborhoods Grants; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Choice Neighborhoods is a separate process. See guidance on HUD's website at: https://www.hud.gov/cn (Notice PIH 2011-47).

☐ **Modernization or Development (Conventional & Mixed-Finance). 1)** A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for modernization or development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for modernization or development is a separate process. See 24 CFR part 905 and guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4.

☐ **Demolition and/or Disposition.** With respect to public housing only, describe (1) any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and (2) a timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/centers/sac/demo_dispo/ and 24 CFR 903.7(h).

☐ **Conversion of Public Housing under the Voluntary or Mandatory Conversion programs.** Describe **(1)** any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; **(2)** An analysis of the projects or buildings required to be converted under Section 33; and **(3)** A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at the Special Applications Center (SAC) (https://www.hud.gov/sac) and 24 CFR 903.7(j).

☐ **Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program (including Faircloth to RAD).** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Assistance or Project-Based Vouchers under RAD. Note that all PHAs shall be required to provide the information listed in Attachment 1D of Notice PIH 2019-23(HA) as a significant amendment or its successor notice. See additional guidance on HUD's website at: https://www.hud.gov/RAD/library/notices.

☐ **Homeownership Programs**. A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act (24 CFR 903.7(k) and 24 CFR 903.11(c)(1).

☐ **Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in (24 CFR 983.55(b)(1)) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations (including if PBV units are planned on any former or current public housing units or sites) and describe how project-basing would be consistent with the PHA Plan (24 CFR 903.7(b), 24 CFR 903.7(r)).

☐ **Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with 24 CFR 990.145(a)(1).

☐ **Other Capital Grant Programs (i.e., Capital Fund Lead Based Paint, Housing Related Hazards, At Risk/Receivership/Substandard/Troubled Program, and/or Emergency Safety and Security Grants).** For all activities that the PHA plans to undertake in the applicable Fiscal Year, provide a description of the activity in the space provided.

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan (24 CFR 903.7(s)(1)).

B.4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section (24 CFR 903.7 (g)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

B.5 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided (24 CFR 903.7(p)).

C. Other Document and/or Certification Requirements

C.1 Resident Advisory Board (RAB) comments. If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations (24 CFR 903.13(c), 24 CFR 903.19).

C.2 Certification by State of Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR 903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of 24 CFR 5.150 et. seq., 903.7(o)(1), and 903.15(d).

C.4 Challenged Elements. If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public (24 CFR 903.23(b)).

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals, and objectives for serving the needs of low- income, very low- income, and extremely low-income families.

Public reporting burden for this information collection is estimated to average 5.26 hours per response, including the time for reviewing instructions, searching existing data sources, gathering. and maintaining the data needed and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0226. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

Certifications of Compliance with PHA Plan and Related Regulations *(Standard, Troubled, HCV-Only, and High Performer PHAs)*	**U.S. Department of Housing and Urban Development** Office of Public and Indian Housing **OMB No. 2577-0226** **Expires: 09/30/2027**

PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations including PHA Plan Elements that Have Changed

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the___ 5-Year and/or_X_ Annual PHA Plan, hereinafter referred to as "the Plan," of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning _10/2026_, in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a signed certification by the appropriate State or local official (form HUD-50077-SL) that the Plan is consistent with the applicable Consolidated Plan, which includes any applicable fair housing goals or strategies, for the PHA's jurisdiction and a description of the way the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the Resident Advisory Board (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the way the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
   i. The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
   ii. The changes were duly approved by the PHA Board of Directors (or similar governing body); and
   iii. The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours. Where possible, PHAs should make documents available electronically, for public inspection upon request.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment. The PHA ensured all notices and meetings provided effective communication with persons with disabilities and further provided meaningful language access for persons with Limited English Proficiency (LEP).
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), Title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), the Violence Against Women Act (34 U.S.C. § 12291 et seq.), and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, the Violence Against Women Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs.
7. The PHA will affirmatively further fair housing, in compliance with the Fair Housing Act, 24 CFR § 5.150 et seq., 24 CFR § 903.7(o), and 24 CFR § 903.15, which means that it will take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering

fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially or ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws (24 CFR § 5.151). Pursuant to 24 CFR § 903.15(c)(2), a PHA's policies should be designed to reduce the concentration of tenants and other assisted persons by race, national origin, and disability. PHA policies should include affirmative steps stated in 24 CFR § 903.15(c)(2)(i) and 24 CFR § 903.15(c)(2)(ii). Furthermore, under 24 CFR § 903.7(o), a PHA must submit a civil rights certification with its Annual and 5-year PHA Plans, except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document. The PHA certifies that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing.

8. For PHA Plans that include a policy for site-based waiting lists:
    - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module and/or its successor system: the Housing Information Portal (HIP) in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);
    - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
    - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
    - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
    - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination based on age pursuant to the Age Discrimination Act of 1975.
10. In accordance with the Fair Housing Act, the PHA will not base a determination of eligibility for housing on actual or perceived sexual orientation, or marital status and will not otherwise discriminate because of sex (including sexual orientation).
11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, 'Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped' for people with physical disabilities.
12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
13. The PHA will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implement the regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 2 CFR 200.302 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act**,** the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.

20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to always be available at all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA and, where possible, should be made available for public inspection in an electronic format.
22. The PHA certifies that it is following all applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Tarrant County Housing Assistance Office	TX431
PHA Name	PHA Number/HA Code

__X___ Annual PHA Plan for Fiscal Year 2026_

_____ 5-Year PHA Plan for Fiscal Years 20____ - 20____

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802)

Name of Executive Director: Wayne Pollard	Name Board Chairman: Judge Tim O'Hare
Signature: Date:	Signature: Date:

This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0226. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan
(All PHAs)

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires: 09/30/2027

Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan

I, Tim O'Hare, the Tarrant County Judge
Official's Name *Official's Title*

certify that the 5-Year PHA Plan for fiscal years _____ and/or Annual PHA Plan for fiscal year 2026 of the TX431 - TARRANT COUNTY HOUSING ASSISTANCE OFFICE is consistent with the
PHA Name

Consolidated Plan or State Consolidated Plan including any applicable fair housing goals or strategies to:

Tarrant County, Texas
Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR Part 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State Consolidated Plan.

The Department of Community Development and the Tarrant County Housing Assistance Office work in partnership with each other in the development of the 5-Year Agency Plan and Annual Agency Plan. Particular attention is paid to the elements addressing Housing Needs and Strategy for Addressing Needs. Additionally, collaboration in policy and progress is addressed, analyzed and assessed, at least annually, in order to ensure that both departments are pursuing similar goals for the Citizens of Tarrant County. This document resides with the Community Development Department.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).

Name of Authorized Official:	Title:
Tim O'Hare	Tarrant County Judge
Signature:	Date:

This information is collected to ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0226. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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TARRANT COUNTY

Wayne Pollard
Director

Housing Assistance Office
2100 Circle Drive
Fort Worth, Texas 76119

Telephone: (817) 531-7640
Fax: (817) 531-7657
TDD/TTY: (817) 531-7686
housing.tarrantcountytx.gov

04/07/2026

You Are Invited
to attend the Annual
Resident Advisory Board (RAB) Meeting
Saturday, April 11, 2026
9:00 AM – 11:00 AM

THIS MEETING WILL BE CONDUCTED **VIRTUALLY** VIA ZOOM!

All members of the Tarrant County Housing Family Self-Sufficiency Program, upon enrolling, automatically become members of the Resident Advisory Board (RAB) of the Tarrant County Housing Assistance Office (TCHAO). **Therefore, your attendance at this virtual meeting is very important.**

The purpose of this meeting is for TCHAO to present an overview of the 2026 Annual PHA Plan which includes any changes TCHAO has made or proposes to make to our Administrative Plan.

Your feedback and comments are encouraged at this meeting on behalf of all TCHAO participants.

You can choose to join by Video or Audio.

Type in: https://us02web.zoom.us/my/tchousing OR

Audio Only

United States: Dial +1 (224) 501-3412

Access code: 204-469-493

Please Note: Your camera MUST BE ON during this meeting!

You are one of the few of our program participants that have the opportunity to speak for and represent all of the 3200+ participants on the Tarrant County HCV program. We hope you take this privilege very seriously by ***being present, and on time*** for this extremely important meeting.

On behalf of Tarrant County Housing Assistance Office, we thank you in advance and highly encourage your supportive attendance as a valuable FSS member.

Wayne Pollard
Director

RAB Meeting Attendance Sheet 4/11/2026

Amanda Simpson 9:05 AM
Amanda Simpson

Consuela Malone 9:05 AM
Consuela Malone

Brandi Stewart 9:05 AM
Brandi Stewart

Ashaden Jones 9:06 AM
Ashaden jones

India Davis 9:07 AM
India Davis

Sarah Crouch 9:07 AM
Sarah crouch

Sherry Love 9:07 AM
Sherry Love

Kaylin Vanags 9:07 AM
Kaylin Vanags

Porsha McMaryion-Minter 9:18 AM
Porsha McMaryion- Minter

LaJewel Harris 9:19 AM
Lajewel Harris

Donna Critten 9:24 AM
Donna Critten

Tempesst Fowler 10:35 AM
Tempesst Fowler and Cynthia Fowler

Tacinia Jones 9:27 AM
Tacinia Jones

Destiny Fobbs 9:27 AM
Destiny Fobbs

Kendra Blackwell 9:27 AM
Kendra Blackwell

Shamyrah Patterson 9:27 AM
Shamyrah Patterson

Miltonesia Harrison 9:27 AM
Miltonesia Harrison

Charshawna Medford 9:28 AM
Charshawna Medford

Charlotte Timms 9:28 AM
Charlotte Timms

Myjoni Johnson 9:29 AM
Myjoni Johnson

Carlota Sebastiao 9:30 AM
Carlota Sebastiao

Travonna Lide 9:32 AM
Travonna Lide

Jessica Holloway 9:32 AM
Jessica Holloway

Seth Wayman 9:33 AM
Seth Wayman

Portia Price 9:36 AM
Portia Price

Sha'Kyra Davidson 9:36 AM
Sha'Kyra Davidson

Ebony Shepherd 9:36 AM
Ebony shepherd

Combia Washington 9:36 AM
Combia Washington

Kia Geary 9:38 AM
Kia Geary

Michelle White 10:00 AM
Michelle White

Andrea Harrison 9:07 AM
Andrea Harrison

Christina Teasdale 10:22 AM
Christina Teasdale

Elizabeth Hampton 10:22 AM
Elizabeth Hampton

Arbay Muya 10:16 AM
Arbay Muya

Ronesia Lewis 10:23 AM
Ronesia Lewis & Meyah Lacy

Jenny Toledo 10:24 AM
Jenny Toledo

Tiara Collins 10:35 AM
Tiara Collins

Deja Parks 10:35 AM
Deja Parks

Delaune Hamilton 10:35 AM
Delaune Hamilton

Kadesja Goodwin 10:35 AM
Kadesja Goodwin

Kurayakin Sanders 10:35 AM
Kurayakin Sanders

Joyce Lofton 10:35 AM
Joyce Lofton

Koasha Taylor 10:35 AM
Koasha Taylor

Madina Abdi 10:35 AM
Madina Abdi

Donnesha Morgan 10:35 AM
Donnesha Morgan

Katiea Lynch 10:35 AM
Katiea Lynch

Quintisha Cole 10:35 AM
Quintisha Cole

Tamulia Strain 10:36 AM
Tamulia Strain

Andrea Leveritt 10:36 AM
Andrea Leveritt

Blanca Ramos 9:20 AM
FSS Coordinator

Sonya Roberts 9:24 AM
FSS Coordinator

MEETING AGENDA



RESIDENT ADVISORY BOARD (RAB)

DATE:	TIME:	FACILITATOR:
4/11/2026	9:00 AM	Wayne Pollard

NUMBER OF ATTENDEES	LOCATION
58	Virtual via Zoom

AGENDA

1. Family Self-Sufficiency (FSS) Expectation & Overview Summary
2. 2026 HUD Funding the HCV Program
3. Pending Regulations on HUD's Proposed HOTMA Policy
4. Pending Draft Policy on HUD's Proposed Mixed Income Family Rule
5. Pending Draft Policy on HUD's Proposed Work Requirements & Term Limits

NEXT MEETING

2027 – All TCHAO staff and FSS participants will be informed of the time, date, and location.

PUBLIC NOTICE

to all
Program Participants and the General Public

Tarrant County Housing Assistance Office

has available for your review and inspection the

2026 ANNUAL AGENCY PLAN

A Public Hearing will be held on

June 09, 2026

10:00 AM

Commissioner's Court

100 East Weatherford St., Fort Worth, TX

Interested Parties may attend.

PLEASE SEE THE RECEPTIONIST

if you have any questions or wish to inspect the plan.

Wayne E. Pollard, Jr.
Director

Posted May 12, 2026

Aviso Público

para todos
los Participantes del Programa de Vivienda y
el Público en general

La Oficina de Ayuda de la Vivienda del Condado Tarrant
le ofrece a usted a repasar y examinar

EL PLAN ANUAL DEL 2026

Habrá una audiencia pública el día

09 DE JUNIO DE 2026

a las 10:00 de la Corte del Comisionado
para todas las personas interesadas

Para repasar o examiner el plan
POR FAVOR CONSULTE A LA RECEPCIONISTA

Wayne E. Pollard, Jr., *Director*

Posted 12 de Mayo del 2026

Legals

Legals & Public Notices

NOTICE TO ESTABLISH A BRANCH

In the matter of the establishment of a branch of b1BANK, Baton Rouge, Louisiana. Notice is hereby given that b1BANK, whose main office and domicile is located at 500 Laurel Street, Suite 101, in Baton Rouge, East Baton Rouge Parish, Louisiana 70801, has made application to the Federal Deposit Insurance Corporation and the Louisiana Commissioner of Financial Institutions to establish a branch located at 91 Andorra Drive, Westlake, Tarrant County, TX 76262.

Any person wishing to comment on this application may file his comments in writing with the Regional Director (DOS) of the Federal Deposit Insurance Corporation at its Dallas Regional Office at 600 North Pearl Street, Suite 700, Dallas, TX 75201, not later than June 1, 2026. The nonconfidential portion of the application is on file in the regional office and is available for inspection during regular business hours. Photocopies of the nonconfidential portion of the application file may be made available upon request.

Any person wishing to comment on this application with the Louisiana Office of Financial Institutions may file his or her comments, in writing, with the Commissioner of Financial Institutions, Post Office Box 94095, Baton Rouge, Louisiana, 70804-9095. The Office of Financial Institutions is not required to consider any comments received more than 30 days after the date of publication of this Notice. The Public Section of the application will be available at the Office of Financial Institutions for public inspection during the regular business hours of 8:00 a.m. to 4:30 p.m., Monday through Friday.

This notice is published pursuant to Part 303.7 of the Rules and Regulations of the Federal Deposit Insurance Corporation and LAC 10:1. Chapter 5 of the "Louisiana Register."

IPL0340633
May 17 2026

REQUEST FOR PROPOSALS RFP 26-010 WESTLAKE ACADEMY INSURANCE

Legals & Public Notices

CITY OF HURST NOTICE TO BIDDERS

The City of Hurst is accepting sealed bids for: RFB 26-008 Automotive Body Repair and Painting Service

Sealed bids must be submitted by: 2:00:00 PM Wednesday, May 27, 2026 Those interested in participating in this competitive process may download the specifications from www.publicpurchase.com or bid forms may be obtained from the Purchasing Department at 1505 Precinct Line Rd., Hurst, Texas 76054 Monday through Friday (8:00 a.m. to 5:00 p.m.).

The City of Hurst reserves the right to reject any and all bids and act in the best interest of the City of Hurst. Late proposals will not be considered.

IPL0339049
May 10,17 2026

City of Mansfield, Texas

Notice of RFQ No. 2026-08-04-02: Design-Build Services for the Qualified Convention Center and Hotel in the City of Mansfield, Texas. Sealed proposals will be received at Mansfield City Hall until 2:00 p.m. on June 9, 2026. See https://www.mansfieldtexas.gov/Bids for additional details.
IPL0338886
May 10,17 2026

PUBLIC HEARING

Tarrant County Housing Assistance Office has developed the Annual Agency Plan in compliance with the Quality Housing and Work Responsibility Act of 1998. The Annual Agency Plan can be viewed on our website at housing.tarrantcountytx.gov. A Public Hearing will be held June 9, 2026, at 10:00a.m. during TARRANT COUNTY COMMISSIONERS COURT, 100 E. Weatherford St., Room 506, Fort Worth, TX 76196. If you have any questions, you may contact our office at (817) 531-7640.
IPL0339071
May 17 2026

Real Estate

For Rent

Arlington

HOUSE FOR RENT

3-Bedroom, 2-Bath Home Southeast Arlington, MISD, Parks, Shopping, and Dining. 8176834484 or 8177981991

Recruitment

Employment

Heavy and Tractor Trailer Truck Driver

Job Requirements:
Education: High School Diploma. Commercial Driver's License Required (CDL).
Work will require travel throughout the U.S.

Job Tasks:

- Operate heavy trucks and tractor-trailers to transport general freight to designated locations.
- Inspect vehicles before and after trips to ensure safety, compliance, and proper functioning.
- Load and unload cargo, ensuring proper weight distribution and cargo security.
- Maintain accurate logs of driving hours, routes, fuel usage, and delivery documentation in compliance with DOT regulations.
- Follow federal, state, and local traffic laws and company safety procedures.
- Communicate with dispatch regarding delivery schedules, delays, or mechanical issues.
- Perform basic vehicle maintenance and report mechanical problems.
- Ensure timely and safe delivery of goods to customers.

Job Location:
28117 Interstate 20, Wills Point, Texas 75169

Compensation:
$37,627.00 per year

If interested in the position please

Employment

HR Manager for Faurecia Emissions Control Systems NA, LLC, in Arlington, TX. Manage integration & implementation of HR policies & procedures at 2 operational sites for auto supplier. Bach deg in HR Mgmt, Bus. Admin., or closely rel field, or frgn deg equiv. 3 yrs exp in HR pos'n within ind or plant environ. Res to postingjobs@forvia.com (Req. No. 65608).

(Multiple positions) Neticom LLC (Arlington, TX)

Accounting Clerk: Maint. financial records, AP/AR, and account reconciliation. Req. HS diploma + 2 yrs exp. in accounting/bookkeeping. **Project Coordinator Assistant:** Coordinate telecom/fiber projects, maintain records, track schedules/materials, and support operations. Req. HS diploma + 2 yrs exp. in project coordination, construction scheduling, or technical admin. support. Send resume to: anh.nguyen@neticomllc.com. WP: Neticom LLC, Arlington, TX 76001.

Ranjeet Koirala CPA, PC (Bedford, TX) seeks Marketing and Technology Officer. **Responsibilities:** Identify, develop, or evaluate marketing strategy, based on knowledge of establishment objectives, market characteristics, and cost and markup factors. Develop pricing strategies, balancing firm objectives and customer satisfaction. Prepare staff work schedule and assign specific duties. **Requirements**: Master of Business Administration or Foreign equivalent plus one year of relevant experience in the job offered or administrative or executive experience. Salary offered: $121306/yr. Send resume to President – Ranjeet Koirala CPA, PC – 2209 Martin Drive, Suite 100, Bedford, TX 76021

(Chelsoft Solutions Co. has multiple openings in Southlake, TX) Senior Software Engineer: Oversee the design, building & maintenance of app devt. Will work in various unanticipated locations throughout the U.S. Req. MS in Comp. Sci., Engr.,

Auctions

Auctions

LSAauctions.com

ONLINE AUCTIONS!

DALLAS POLICE AUTO POUND PARTNERS CLOSES MAY 18

4206 E. Ledbetter Dr. - Approx. 70; 11211 Goodnight Ln - Approx. 88, Impounded & Abandoned Vehicles, 5.5% Cash Buyers Premium. All Sales Final; 'As Is, Where Is'.

DALLAS POLICE AUTO POUND - CLOSES 5/19 - Impounded & Abandoned Vehicles (Approx. 10 Vehicles). 1955 Vilbig, Dallas, TX . 7.5% Cash Buyers Premium. All Sales Final, 'As Is, Where Is'.

DALLAS COUNTY FLEET - CLOSES 5/17 - (13) '13-'23 Dodge Chargers, '14 Ford Fusion, (2) '17-'19 Ford F350's, '10 Dodge Ram, (2) '20 Chevy Tahoes, '07 Cadillac Escalade, '04 Ford E350 Van, '09 Ford E250 Van, '19 Ford Transit 350, (4) '20-'23 Ford Explorers, '19 Dodge Durango, Ford Factory Seats and Ford F150 Tailgates. 12.5% Cash Buyers Premium. All Sales Final, 'As Is, Where Is'.

ALSO, CITIES: WACO*, CEDAR HILL*: Ford F150, Impounded Vehicles; **TEXAS A&M COLLEGE STATION*:** Toyota Avalon, Refrigerated Trk., Ford Freestar, Planer, Lathe; **UNCLAIMED SAFE DEPOSIT BOXES: ARK.*, AL*, BANKS*:** 10K, 14K, 18K & Platinum Jewelry, Coins, Gold Coins, Watches, Currency; **TOW CO*:** Impounds; *Buyer Premiums Apply. **Register to bid on LSO.cc, photos, terms, conditions & bidding. Announcements made online supersede all prior advertising. LSA.cc** Burgess 7878

Lone Star Auctioneers

ABSOLUTE PUBLIC ONLINE AUCTION

THURSDAY, MAY 21, 2026

Starting at 9:00 a.m.

FORT WORTH, TX
Texas Motor Speedway

HOUSTON, TX
11411 Wallisville Rd., Lot B

2 LOCATIONS, 1 AUCTION!

6.5% Buyer's Premium

265+ CONVENTIONAL TRACTORS, VANS, REEFERS & MORE

Taylor&Martin, LLC AUCTIONEERS 800-654-8280
www.taylorandmartin.com

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CJ - 402-689-3222 • Joaquin - 402-253-7998 • Eloy - 531-219-2990
Texas Auct. No.: 17454, 17456, 18027, 18031

FY 2026 Annual Agency Plan

On Tuesday, June 09, 2026, a Public Hearing will be held in Commissioner's Court, 100 East Weatherford, Fort Worth, TX, at 10:00 AM, on the 2026 Annual Agency Plan. Any interested parties may attend.

The purpose of the meeting is to provide an opportunity for the public to voice any comments and ask any questions they may have regarding the content of the 2026 Annual Agency Plan.

The Tarrant County Housing Assistance Office Administrative Plan and Annual PHA Plan are always available for public review and inspection by request, at the TCHAO, 2100 Circle Drive, Fort Worth, TX, Monday through Friday, from 9AM to 4PM as well as on our website at housing.tarrantcountytx.com

Wayne E. Pollard, Jr.
Director

D. Crowe
2026PHAPlanWebsite
01 Apirl 2026

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 3

Department: Engineering Services	**Prepared By:** Sarah VanTassel	**Approved By:** Joseph Jackson

SUBJECT:

Public Hearing - To Consider Authorizing the Placement of Stop Signs Within the Bonita Oaks Subdivision - Precinct 4

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court conduct a public hearing to receive public comment regarding the proposed placement of stop signs within the Bonita Oaks Subdivision in Precinct 4 and, following the conclusion of the public hearing, consider authorizing the placement of stop signs within the Bonita Oaks Subdivision as recommended by the County Engineer.

BACKGROUND

A resident of Bonita Oaks subdivision submitted concerns to the Engineering Services regarding intersections within the subdivision that do not have stop signs. The Assistant Director of Engineering Services conducted a site visit and determined additional traffic control is necessary to improve public safety.

On May 12, 2026, the Commissioners Court, through Court Order #147024, approved publication of notice for a public hearing scheduled for June 9, 2026, to consider authorizing the placement of stop signs within the Bonita Oaks Subdivision within Precinct 4. The notice was published in compliance with Texas Transportation Code Section 251.152.

Engineering Services is requesting authorization to place stop signs as recommended by the County Engineer, at the intersection of Viento Oaks Lane (CR 4283-030) and Bonita Oaks Lane (CR 4283-010).

FISCAL IMPACT

The fiscal impact to install stop signs will be $23.32 per sign for a total of $46.64. Funding is available in account 26100-2026 Road and Bridge Fund / 6410300000 Precinct 4 Maintenance / 558041 Road Signs.

Attachments

Exhibit 1.pdf

Takings Impact Assessment.pdf



N

0 60' 120'

SCALE IN FEET
1"=60'

TARRANT COUNTY DEPARTMENT OF ENGINEERING SERVICES

APRIL 16, 2026

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any County action that involves the adoption Of a regulation, policy, guideline, court resolution or order.

Project/Regulation Name: **Authorizing Bonita Oaks Subdivision Stop Signs – Precinct 4**

County Department: **Engineering Services**

Contact Person: **Joseph Jackson, Director of Engineering Services**

Phone Number of Contact Person: **817-884-1173**

Type of TIA Performed: **SHORT TIA** or FULL TIA.
Circle one after answering the questions in Sections II and III below.

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

YES _____ NO _____X_____

2. Does the county action limit or restrict a real property right, even partially or temporarily?

YES _____ NO ____X_____

If you answered "yes" to either question, go to Section III.
If you answered "no" to both, STOP HERE and circle SHORT TIA at the top of the form.

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1
Department: Administrator	**Prepared By:** Kendal Rash	**Approved By:** Vanessa Perez, Agenda Manager

SUBJECT:

Consideration of Out-of-State Travel Requests

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider the following out of state travel requests.

BACKGROUND

A. AgriLife Extension

1 attendee; 9 days/8 nights; Illinois, Michigan; $0.00

Participation in this event will give the attendee the opportunity to learn more about plant production and landscape management. The attendee is also a leadership member of the host organization and will be present at Board meetings representing the County in this capacity. The entire travel will be funded by the host organization.

B. Commissioner, Precinct 4

1 attendee; 4 days/3 nights; New Orleans; $2,082.00

This conference offers access to best practices, industry trends, and expert-led sessions that will enhance the attendee's knowledge and skills. Additionally, it provides a platform to network with peers and professionals, fostering the exchange of ideas and strategies that can be applied to improve organizational effectiveness.

C. Elections Administration

4 attendees; 6 days/5 nights; Missouri; $8,269.98

This conference will provide updates to state, city, and federal elections procedures including voter registration, new legislation, court decisions, and Justice Department rulings which affect the conduct of the Elections Administration.

D. Engineering Services

1 attendee; 6 days/5 nights; California; $2,314.00

This gathering of geo-spatial professionals allows county employees to gain hands on technical training and direct access to experts, ensuring local infrastructure, emergency response, and land records are manged using the most efficient cost-saving technologies. Registration at this event is waived due to the County's business with this organization.

FISCAL IMPACT

A. AgriLife Extension The travel will be paid for by the host organization.

B. Commissioner, Precinct 4 588261/10000-2026/6410100000 = $2,082.00

C. Elections Administration 588261/10000-2026/1420000000 = $1,440.00

588261/T7300-2026/1420000000 = $6,829.98

D. Engineering Services 588291/26100-2026/6840100000 = $2,314.00

Attachments

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 3
Department: Administrator	**Prepared By:** Kendal Rash	**Approved By:** Vanessa Perez, Agenda Manager

SUBJECT:

Consideration of an Exception to the Travel Policy - Commissioner, Precinct 2

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider the following exception to the County's Travel Policy for Precinct 2.

BACKGROUND

Commissioner, Precinct 2

1 attendee; 6 days/5 nights; Louisiana; $2,475.00

This conference offers access to best practices, industry trends, and expert-led sessions that will enhance the attendee's knowledge and skills. Additionally, it provides a platform to network with peers and professionals, fostering the exchange of ideas and strategies that can be applied to improve organizational effectiveness.

Approval of this requested exception to the County's Travel Policy for this item will also serve to act as approval under Texas Local Government Code section 130.908 and the County's Procedure Related to End of Term Expenditures for Elected Officials, approved on April 2, 204 in court order 142888, requiring Commissioners Court approval of any expenditure not deemed regular and usual within an elected official's approved budget if the elected official is not renominated or reelected.

FISCAL IMPACT

Commissioner, Precinct 2 588261/10000-2026/6210100000 = $2,475.00

Attachments

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 100
Department: Facilities Management	**Prepared By:** Savannah S. Hawk	**Approved By:** Jon P. Hendrickson

SUBJECT:

Consideration of Tim Curry Criminal Justice Center Reorganization Projects

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider a series of projects to reorganize departments within the Tim Curry Criminal Justice Center (TCCJC).

BACKGROUND

On May 20, 2025, the Commissioners Court declined a Request For Pricing (RFP) for the Second Court of Appeals Construction on the sixth floor of the Tom Vandergriff Civil Courts Building. The Commissioners Court requested further investigation and analysis be undertaken to determine if there could be a more cost-effective methodology to accommodate the needs within the TCCJC Building without moving forward with the relocation of the Second Court of Appeals.

With the focus on efficiency and functionality, the resulting plan forecasts as twenty-three (23) individual, self-performed projects to be facilitated in eight (8) phases over a 16-to-18-month period. The ultimate result of this effort will accommodate the needs of each department, address all known American with Disabilities Act (ADA) compliance elements in public areas, and address departmental security needs. Additionally, the building will have approximately 4,100 square feet of expansion space remaining for additional use once completed.

If approved, these reorganization projects will increase efficiency and meet ADA requirements, while still meeting departmental needs.

FISCAL IMPACT

Funding in the amount of $2,222,876 is available by project in the various funds below:

$552,876 - 45400-2026 Capital Improvement Fund / 3110404000 Tim Curry Criminal Justice Center / 540000 Capital Outlay
$1,023,000 - 45500-2026 Court Facility Fee Fund / 3110404000 Tim Curry Criminal Justice Center / 540000 Capital Outlay
$532,000 - D8700-2026 CDA State Forfeiture Fund / 4510100000 Criminal DA Admin / 540000 Capital Outlay
$115,000 - D8800-2026 CDA Federal Forfeiture Fund / 4510100000 Criminal DA Admin / 540000 Capital Outlay

Attachments

TCCJC Reorganization Backup.pdf

TARRANT COUNTY

DEPARTMENT OF FACILITIES MANAGEMENT

Tim Curry Criminal Justice Center Reorganization Projects



June 9, 2026

On May 20, 2025, the Commissioners Court declined a Request For Pricing (RFP) for the Second Court of Appeals Construction on the sixth floor of the Tom Vandergriff Civil Courts Building. Estimated at a value of $8.25 million, this construction would have relocated the court out of the Tim Curry Criminal Justice Center (TCCJC) Building, in turn creating areas for construction of offices for the Criminal District Attorney's offices as well as other departments. The total unencumbered costs for that project including construction tally to $10.3 million with an anticipated construction duration of twelve (12) months from Notice to Proceed.

The Commissioners Court requested further investigation and analysis be undertaken to determine if there could be a more cost-effective methodology to accommodate the needs within the TCCJC Building without moving forward with the relocation of the Second Court of Appeals. Facilities Management has completed a review process to include the needs of the various departments, necessary Americans with Disabilities Act (ADA) remedies in public areas, and requested security elements. This review process included coordination and input from the offices of the County Administrator, Criminal District Attorney, District Clerk, County Clerk, Courts Support Services, and the Defense Bar.

With the focus on efficiency and functionality, the resulting plan forecasts twenty-four (24) individual self-performed projects to be facilitated in eight (8) phases over a 16-to-18-month period. The ultimate result of this effort will accommodate the needs of each department, address all known ADA compliance elements in public areas, and address departmental security needs. Additionally, the building will have approximately 4,100 square feet of expansion space remaining for additional use once completed.

The sum cost of work (if self-performed and managed through the Carpenters Shop) tallies to $2,200,000.00, reflecting an approximate reduction in capital expenditure of $8,100,000.00.

Support Documents include:

- Declined RFP for the 2nd Court of Appeals dated May 20, 2025
- Project Listing – Summary Table
- Project Listing – Sequence and Durations
- Building Plans for space planning and coordination
- Individual Project designs and estimates per floor

Items a-d - CO#145267

Item e- Excluded

COMMISSIONERS COURT COMMUNICATION

COURT ORDER NUMBER: Item d- CO# 145268

DATE: 5/20/2025

SUBJECT: **PERMISSION TO TAKE BIDS-RFPS**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court grant permission to take Bids/RFPs for the following:

a. **RFP for Annual Contract for Court Resources Scheduling Tool**
Estimated Value - $99,000.00
Funding has been requested in the FY 2026 budget.

The purpose of this contract is to obtain a software solution to enhance the scheduling and management of key court resources, such as judges, court coordinators, and court reporters. This solution aims to optimize resource allocation, ensure sufficient coverage during court proceedings to address vacancies when assigned personnel are unavailable, and provide valuable data for workforce planning and reporting. This contract will be used by Criminal Courts and the primary contact is Ruby Romero. This project has been approved by the Information Technology Steering Committee.

b. **Annual Contract for Purchase and Installation of Ice and Water Machines**
Estimated Value - $50,000.00
Funding is available in the FY 2025 budget.

The purpose of this contract is to purchase and install ice and water machines of various sizes in Tarrant County buildings. This contract will be used by Facilities Management and the primary contact is Jason Hewitt.

c. **RFP for Construction of Open Parking Garage at Precinct 2**
Estimated Value - $1,350,000.00
Funding is available in the FY 2025 budget.

The scope of this project consists of the following – Construction of a 100′ x 197′ pre-engineered metal building for the open parking garage with column spacing to allow 15′ wide x 100′ parking aisles. Currently 28 of the 90 pieces of equipment spend 24/7, 365 days in the Texas elements. This contract will be used by Precinct 2 and the primary contact is Husain Al-Rammah.

SUBMITTED BY	Purchasing	PREPARED BY:	Melissa Lee, C.P.M., A.P.P.
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP

d. **Annual Contract for Fitness Classes and Personal Trainer Sessions**
Estimated Value - $55,640.00
Funding has been requested in the FY 2026 budget.

The purpose of this contract is to purchase fitness classes and personal trainer sessions for Tarrant County employees as part of the wellness program. This contract will be used Countywide, and the primary contact is Henry Tolstedt.

e. **RFP for Tom Vandergriff Civil Courts Building 2nd Court of Appeals Build-Out**
Estimated Value - $8,250,000.00
Funding is available in the FY 2025 budget.

The purpose of this contract is to build out the existing shell space on the 6th floor of the Tom Vandergriff Civil Courts Building to relocate the 2nd Court of Appeals courtroom and offices from the 9th floor of the Tim Curry Criminal Justice Center. Work will include general construction and mechanical, electrical, and plumbing. This contract will be used by Facilities Management-Construction Services and the primary contact is Jon Hendrickson.

f. **RFP for Annual Contract for In-Car Mobile Data Computers**
Estimated Value - $300,000.00
Funding is available in the FY 2025 budget.

The initial purchase will be for approximately sixty-three (63) in-car mobile data computers (MDC's) for Sheriff patrol vehicles and warrant vans. Seven (7) units are for the outfitting of new warrant vans and the remaining fifty-six (56) are replacement units for MDC's that are end-of-life after May 30, 2025. Additional units will be purchased in FY2026 to refresh the remainder of the Sheriff's Office and Constable fleet. This contract will be use by the Sheriff's Office and the primary contact is Scott Cermak.

BACKGROUND

The above list is for goods/services to be purchased through the competitive bid process required by Texas Local Government Code 262.002(c).

FISCAL IMPACT

There is no fiscal impact associated with this item.

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Permission to Take Bids-RFPs

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

   Yes_____ No__√__

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

   Yes_____ No__√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

CONFIDENTIAL
Internal Document Only

CONSTRUCTION PROJECT SUMMARY FORM

For any construction project, this form serves as the official request for placement in the solicitation queue and begins the procurement process.

DATE: 04/04/25

EXPECTED START DATE: 10/07/25

ESTIMATED DURATION: (in calendar days) 365

PROJECT TITLE: Tom Vandergriff Civil Courts Building - 2nd Court of Appeals Build-Out

CONSULTANT COMPANY NAME: Elements of Architecture

NAME OF CONSULTANT ASSIGNED: Gregory Lay

CONSULTANT CONTACT INFORMATION: EMAIL: glay@elementsofarc.com

CONSULTANT INFORMATION: WORK & CELL PHONE #S: T: (817) 333-2880; C: (214) 415-3510

PROJECT ADDRESS: 100 North Calhoun Street, Fort Worth, Texas 76196

SQUARE FOOTAGE: 28,392 SF

ESTIMATED COST: $ 8,250,000

LIST ANY SUGGESTED VENDORS:

CSP General Contractor. Architectural Woodwork; Drywall; Ceilings; Flooring; Painting; Doors, Frames and Hardware; Mechanical Plumbing and HVAC; Electrical; Electronic Security; Audio/Visual

WAS AN INDEPENDENT COST ESTIMATE (ICE) OBTAINED? IF SO, PLEASE LIST THE VENDOR'S NAME AND PROVIDE THAT ESTIMATE: Riddle & Goodnight, Inc.

FUNDING: **(required)**

G/L Acct		Fund		Funds/Cost Center
5 6 9 0 1 1	/	4 5 4 0 0 - 2 0 2 5	/	3 1 1 0 4 0 7 0 0 0

DEPT APPROVAL: Jon Hendrickson

PROJECT MGR & PHONE NO.: Lorin Scarborough; (817) 212-7061; LScarborough@tarrantcountytx.gov

DESCRIPTION/SCOPE OF WORK:

Work includes building out the existing 6th Floor shell at the Tom Vandergriff Civil Courts Building for the 2nd Court of Appeals courtroom and offices. Work includes Interior Framing and Finishes; Arch. Woodwork; and Openings. Systems include extending existing MEP; ES; and adding new A/V.

PURPOSE:

The build out of the 6th floor of the Tom Vandergriff Civil Courts Building is to relocate the 2nd Court of Appeals from the 9th floor of the Tim Curry Criminal Justice Center.

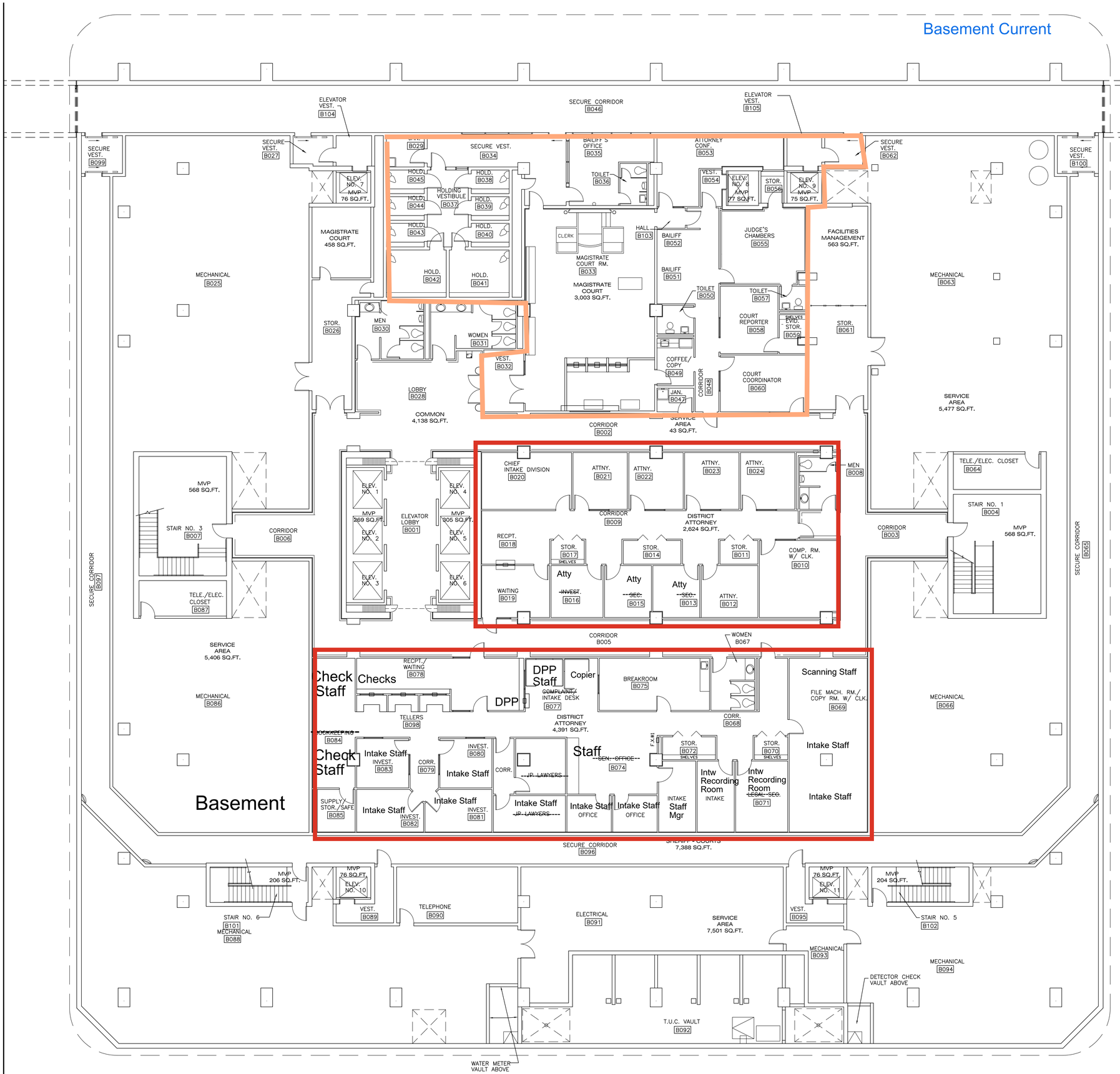
Item	Sequence	Building	Floor	Department	Description	Est		Re-org	Security	ADA	Self Perform
1	1	Plaza	2	CDA	Relocate from TCCJC Basement	$	71,000.00	X			X
2	1	Plaza	2	CDA	Purchase FF&E - CDA	$	119,000.00	X			X
3	1	TCCJC	B	Mag	Reinstate Magistrate Court and Court Support	$	55,000.00	X			X
4	1	TCCJC	B	Mag	Address ADA Restroom Items (2 Each)	$	50,000.00			X	X
5	1	TCCJC	UP	Public	Replace Entry Doors / Add BR Shields	$	65,000.00		X		X
6	1	TCCJC	7	CDA	Renovate Suite 7016 (YODA) to Offices	$	34,000.00	X	X	X	X
7	2	TCCJC	2	County Clerk	Suite 2052 - Renovation - Offices/ Storage	$	58,000.00	X		X	X
8	2.5	TCCJC	2	County Clerk	Suite 2052 - Cubicles (18 ea)	$	122,000.00	X			X
9	3	TCCJC	2	CDA	Expand Grand Jury Offices	$	39,000.00	X			X
10	3	TCCJC	2	CDA	Grand Jury Restrooms (ADA)	$	50,000.00			X	X
11	3	TCCJC	2	Def Bar	Conference Space - Relocate to 2nd Floor	$	12,000.00	X			X
12	4	TCCJC	2	County Clerk	Suite 2061 - Transaction Desk	$	58,000.00	X	X	X	X
13	4	TCCJC	2	County Clerk	Address ADA Restroom - 2058 and 2059	$	50,000.00			X	X
14	4	TCCJC	5	CDA	Renovate 5th Floor Office Space	$	99,000.00	X			X
15	4.5	TCCJC	UP	Public	Address ADA Restroom Items (4 Each)	$	114,000.00			X	X
16	4.5	TCCJC	2	County Clerk	Suite 2061 - Cubicles (18 ea)	$	122,000.00	X			X
17	5	TCCJC	3	Dist Clerk	Suite 3016 - Transaction Desk	$	45,000.00	X	X	X	X
18	5.5	TCCJC	3	Dist Clerk	Suite 3024 - Cubicles	$	277,000.00	X			X
19	6	TCCJC	3	Dist Clerk	Suite 3095 - Transaction Desk	$	45,000.00	X	X	X	X
20	6.5	TCCJC	3	Dist Clerk	Suite 3087 - Cubicles	$	160,000.00	X			X
21	7	TCCJC	5	Def Bar	Install 8 Interview Rooms 5, 6, 7, and 8	$	69,000.00	X			X
22	7	TCCJC	4	Public	Address ADA Items - 2 Restrooms	$	50,000.00			X	X
23	7	TCCJC	5	Public	Add 4 ADA Restrooms 5, 6, 7 and 8 - Unisex	$	64,000.00			X	X
24	8	TCCJC	5	CDA	Renovate Courtroom 5081 to Offices	$	285,000.00	X			X
					Subtotal	$	2,113,000.00				
					5.2% contingency	$	109,876.00				
					Sum Total	**$**	**2,222,876.00**				
					All pricing based on Self-Performed Construction Processes						

Item	Sequence	Building	Floor	Department	Description	Q3.5 2026	Q4 2026	Q4.5 2026	Q1 2027	Q1.5 2027	Q2 2027	Q2.5 2027	Q3 2027	Q3.5 2027	Q4 2027	Q4.5 20272
1	1	Plaza	2	CDA	Relocate from TCCJC Basement											
2	1	Plaza	2	CDA	Purchase FF&E - CDA											
3	1	TCCJC	B	Mag	Reinstate Magistrate Court and Court Support (expedited)											
4	1	TCCJC	B	Mag	Address ADA Restroom Items (2 Each)											
5	1	TCCJC	UP	Public	Replace Entry Doors / Add BR Shields											
6	1	TCCJC	7	CDA	Renovate Suite 7016 (YODA) to Offices											
7	2	TCCJC	2	County Clerk	Suite 2052 - Renovation - Offices/ Storage											
8	2.5	TCCJC	2	County Clerk	Suite 2052 - Cubicles											
9	3	TCCJC	2	CDA	Expand Grand Jury Offices											
10	3	TCCJC	2	CDA	Grand Jury Restrooms (ADA)											
11	3	TCCJC	2	Def Bar	Conference Space - Relocate to 2nd Floor											
12	4	TCCJC	2	County Clerk	Suite 2061 - Transaction Desk											
13	4	TCCJC	2	County Clerk	Address ADA Restroom - 2058 and 2059											
14	4	TCCJC	5	CDA	Renovate Suite 5042 to offices											
15	4.5	TCCJC	UP	Public	Address ADA Restroom Items (4 Each)											
16	4.5	TCCJC	2	County Clerk	Suite 2061 - Cubicles											
17	5	TCCJC	3	Dist Clerk	Suite 3024 - Transaction Desk											
18	5.5	TCCJC	3	Dist Clerk	Suite 3024 - Cubicles											
19	6	TCCJC	3	Dist Clerk	Suite 3087 - Transaction Desk											
20	6.5	TCCJC	3	Dist Clerk	Suite 3087 - Cubicles											
21	7	TCCJC	5	Def Bar	Install 8 Interview Rooms 5, 6, 7, and 8											
22	7	TCCJC	4	Public	Address ADA 2 Restrooms Items											
23	7	TCCJC	5	Public	Add 4 ADA Restrooms 5, 6, 7 and 8 - Unisex											
24	8	TCCJC	5	CDA	Renovate Court 5081 to Offices											

This projection based on Self-Performed work

Approvals and procurement

Construction Efforts



Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT (BUILDING)	
SERVICE AREA	36,004 S.F.
COMMON	76,875 S.F.
MAJOR VERTICAL PENETRATION (MVP)	40,076 S.F.
DISTRICT ATTORNEY	84,472 S.F.
GRAND JURY	5,331 S.F.
SHERIFF - COURTS	8,281 S.F.
MAGISTRATE COURT	3,612 S.F.
FACILITIES MANAGEMENT - 3110404000	1,709 S.F.
FACILITIES MANAGEMENT - 1860100000	963 S.F.
COUNTY CLERK	12,573 S.F.
JUDGE'S PARKING	21,404 S.F.
SUPPLY STORAGE	2,806 S.F.
JURY SERVICES	7,369 S.F.
DISTRICT CLERK	21,745 S.F.
213th DISTRICT COURT	3,271 S.F.
297th DISTRICT COURT	3,313 S.F.
396th CRIMINAL DISTRICT COURT	3,208 S.F.
371st DISTRICT COURT	3,208 S.F.
372nd DISTRICT COURT	3,256 S.F.
432nd CRIMINAL DISTRICT COURT	3,268 S.F.
485th CRIMINAL DISTRICT COURT	1,372 S.F.
COUNTY CRIMINAL COURT #1	3,184 S.F.
COUNTY CRIMINAL COURT #2	3,264 S.F.
COUNTY CRIMINAL COURT #3	3,208 S.F.
COUNTY CRIMINAL COURT #4	3,248 S.F.
COUNTY CRIMINAL COURT #5	3,208 S.F.
COUNTY CRIMINAL COURT #6	3,208 S.F.
COUNTY CRIMINAL COURT #7	3,264 S.F.
COUNTY CRIMINAL COURT #8	3,264 S.F.
COUNTY CRIMINAL COURT #9	2,776 S.F.
COUNTY CRIMINAL COURT #10	3,211 S.F.
CRIMINAL DISTRICT COURT #1	3,313 S.F.
CRIMINAL DISTRICT COURT #2	3,453 S.F.
CRIMINAL DISTRICT COURT #3	3,453 S.F.
COUNTY DISTRICT COURT #4	3,453 S.F.
VOIR DIRE COURTROOM	3,208 S.F.
FELONY 1st APPEARANCE COURTROOM	3,208 S.F.
AUXILIARY TRIAL ROOM D	2,776 S.F.
AUXILIARY TRIAL ROOM A	3,057 S.F.
TECHSHARE COURT MOCK-UP	3,256 S.F.
COURT SUPPORT	1,258 S.F.
JUDICIAL STAFF COUNCIL	689 S.F.
LAWYER LOUNGE	2,141 S.F.
AUXILIARY TRIAL ROOM C	3,256 S.F.
COURT OF APPEALS	20,800 S.F.
AUXILIARY TRIAL ROOM B	2,582 S.F.
WELLNESS CENTER/ LACTATION ROOM	337 S.F.
SHERIFF'S OFFICE	797 S.F.
COURT SUPPORT	1,134 S.F.
AUXILIARY COURTS	2,090 S.F.
BUILDING NET	440,212 S.F.

SQ. FT. PER DEPARTMENT	
SERVICE AREA	18,424 S.F.
COMMON	4,141 S.F.
MAJOR VERTICAL PENETRATION (MVP)	2,500 S.F.
DISTRICT ATTORNEY	7,015 S.F.
SHERIFF - COURTS	7,388 S.F.
MAGISTRATE COURT	3,461 S.F.
FACILITIES MANAGEMENT - 3110404000	563 S.F.
BASEMENT LEVEL NET	43,492 S.F.
BASEMENT LEVEL GROSS	44,322 S.F.

BUILDING TOTAL BY FLOOR	
BASEMENT LEVEL	43,492 S.F.
LOWER PLAZA LEVEL	34,467 S.F.
UPPER PLAZA LEVEL	26,133 S.F.
LEVEL 2	28,833 S.F.
LEVEL 3	29,937 S.F.
LEVEL 4	44,456 S.F.
LEVEL 5	44,455 S.F.
LEVEL 6	44,453 S.F.
LEVEL 7	44,453 S.F.
LEVEL 8	44,453 S.F.
LEVEL 9	44,456 S.F.
LEVEL PENTHOUSE	10,624 S.F.
BUILDING NET TOTAL	440,212 S.F.
BUILDING GROSS TOTAL	448,403 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER
BASEMENT LEVEL FLOOR PLAN

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002

REVISIONS:
7) 07/19/2010 D.A. Office Updates
8) 10/20/2010 Auxiliary Trial Updates
9) 01/12/2011 D.A. Office Updates
10) 09/25/2012 ME / Dist. Clerk Update
11) 01/14/2013 FM / Dist. Clerk Update
12) 19/13/2013 S.F. update
13) 11/03/2015 S.F. update
14) 12/15/2015 Plan Update
15) 01/20/2016 Legend Update
16) 04/22/2016 Grand Jury / DA
17) 10/27/2016 Legend Update
18) 09/19/2017 Conditioned Spaces Tab
19) 09/22/2017 District Attorney Update
20) 11/27/2017 Plan Update
21) 10/26/2018 Legend Update
22) 01/28/2019 S.F. Update
23) 11/28/2022 Magistrate Update
24) 12/12/2023 S.F. Update

FLOOR PLAN

SHEET
1 OF 13 SHEETS

FILE NAME: 02 12/12/2001
UPDATE LOG:

CDA Moves to L2 Plaza (23) and 5th Floor YODA

Basement Proposed

Provided ducted ventilation of B056 - Odor

Add Exit door w/ Card Reader

This floor needs cell signal amplification

Address ADA Items at Restroom

Add back pony wall, Seating for 60+ needed

Add Defense interview Rm

Demo teller walls, Add rear exit doors, add sound soak

Court Support Services Moves in - Minimal construction - new lighting? Needs a bit more storage

Basement

Color Coding Key

- ADA Restrooms (Public)
- CDA
- Court Support Services
- County Clerk
- Defense Bar
- District Clerk
- Available Flex Space

SQ. FT. PER DEPARTMENT (BUILDING)	
SERVICE AREA	36,004 S.F.
COMMON	76,875 S.F.
MAJOR VERTICAL PENETRATION (MVP)	40,076 S.F.
DISTRICT ATTORNEY	84,472 S.F.
GRAND JURY	5,331 S.F.
SHERIFF - COURTS	8,281 S.F.
MAGISTRATE COURT	3,612 S.F.
FACILITIES MANAGEMENT - 3110404000	1,709 S.F.
FACILITIES MANAGEMENT - 1860100000	963 S.F.
COUNTY CLERK	12,573 S.F.
JUDGE'S PARKING	21,404 S.F.
SUPPLY STORAGE	2,806 S.F.
JURY SERVICES	7,369 S.F.
DISTRICT CLERK	21,745 S.F.
213th DISTRICT COURT	3,271 S.F.
297th DISTRICT COURT	3,313 S.F.
396th CRIMINAL DISTRICT COURT	3,208 S.F.
371st DISTRICT COURT	3,208 S.F.
372nd DISTRICT COURT	3,256 S.F.
432nd CRIMINAL DISTRICT COURT	3,268 S.F.
485th CRIMINAL DISTRICT COURT	1,372 S.F.
COUNTY CRIMINAL COURT #1	3,184 S.F.
COUNTY CRIMINAL COURT #2	3,264 S.F.
COUNTY CRIMINAL COURT #3	3,208 S.F.
COUNTY CRIMINAL COURT #4	3,248 S.F.
COUNTY CRIMINAL COURT #5	3,208 S.F.
COUNTY CRIMINAL COURT #6	3,208 S.F.
COUNTY CRIMINAL COURT #7	3,264 S.F.
COUNTY CRIMINAL COURT #8	3,264 S.F.
COUNTY CRIMINAL COURT #9	2,776 S.F.
COUNTY CRIMINAL COURT #10	3,211 S.F.
CRIMINAL DISTRICT COURT #1	3,313 S.F.
CRIMINAL DISTRICT COURT #2	3,453 S.F.
CRIMINAL DISTRICT COURT #3	3,453 S.F.
COUNTY DISTRICT COURT #4	3,453 S.F.
VOIR DIRE COURTROOM	3,208 S.F.
FELONY 1st APPEARANCE COURTROOM	3,208 S.F.
AUXILIARY TRIAL ROOM D	2,776 S.F.
AUXILIARY TRIAL ROOM A	3,057 S.F.
TECHSHARE COURT MOCK-UP	3,256 S.F.
COURT SUPPORT	1,258 S.F.
JUDICIAL STAFF COUNCIL	689 S.F.
LAWYER LOUNGE	2,141 S.F.
AUXILIARY TRIAL ROOM C	3,256 S.F.
COURT OF APPEALS	20,800 S.F.
AUXILIARY TRIAL ROOM B	2,582 S.F.
WELLNESS CENTER/ LACTATION ROOM	337 S.F.
SHERIFFS OFFICE	797 S.F.
COURT SUPPORT	1,134 S.F.
AUXILIARY COURTS	2,090 S.F.
BUILDING NET	440,212 S.F.

SQ. FT. PER DEPARTMENT	
SERVICE AREA	18,424 S.F.
COMMON	4,141 S.F.
MAJOR VERTICAL PENETRATION (MVP)	2,500 S.F.
DISTRICT ATTORNEY	7,015 S.F.
SHERIFF - COURTS	7,388 S.F.
MAGISTRATE COURT	3,461 S.F.
FACILITIES MANAGEMENT - 3110404000	563 S.F.
BASEMENT LEVEL NET	43,492 S.F.
BASEMENT LEVEL GROSS	44,322 S.F.

BUILDING TOTAL BY FLOOR	
BASEMENT LEVEL	43,492 S.F.
LOWER PLAZA LEVEL	34,467 S.F.
UPPER PLAZA LEVEL	26,133 S.F.
LEVEL 2	28,833 S.F.
LEVEL 3	29,937 S.F.
LEVEL 4	44,456 S.F.
LEVEL 5	44,455 S.F.
LEVEL 6	44,453 S.F.
LEVEL 7	44,453 S.F.
LEVEL 8	44,453 S.F.
LEVEL 9	44,456 S.F.
LEVEL PENTHOUSE	10,624 S.F.
BUILDING NET TOTAL	440,212 S.F.
BUILDING GROSS TOTAL	448,403 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER
BASEMENT LEVEL FLOOR PLAN

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002

REVISIONS:
7) 07/19/2010 D.A. Office Updates
8) 10/20/2010 Auxiliary Trial Updates
9) 01/12/2011 D.A. Office Updates
10) 09/25/2012 ME / Dist. Clerk Update
11) 01/14/2013 FM / Dist. Clerk Update
12) 19/13/2013 S.F. update
13) 11/03/2015 S.F. update
14) 12/15/2015 Plan Update
15) 01/20/2016 Legend Update
16) 04/22/2016 Grand Jury / DA
17) 10/27/2016 Legend Update
18) 09/19/2017 Conditioned Spaces Tab
19) 09/22/2017 District Attorney Update
20) 11/27/2017 Plan Update
21) 10/26/2018 Legend Update
22) 01/28/2019 S.F. Update
23) 11/28/2022 Magistrate Update
24) 12/12/2023 S.F. Update

FLOOR PLAN

SHEET

1 OF 13 SHEETS

FILE NAME: 02 12/12/2001
UPDATE LOG:

Department	Magistrate/Court Support Services (CSS)
Floor	Basement
Project	Reinstate Magistrate Court and Court Support
Justification	Modifications to re-instate Magistrate Court
Phase	1
Estimated Budget	$55,000.00

Scope:

- Remove teller walls, re-install pony wall with swing doors, benches for 60 persons, ventilation to judge's chambers storage room, addition of Defense Bar interview room, close off breakroom and add exit door directly from the courtroom rear.

Purpose:

- Reestablish magistrate in Courtroom B033.

Court Support Services Renovation

Budget Estimate date **3/26/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	**600.00**
3. CONSTRUCTION COST OF THE BUILDING			$	**51,604.13**
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	3,371.83		
Openings	$	13,968.50		
Finishes	$	6,856.00		
Elevator	$	-		
Mechanical Systems	$	2,417.80		
Electrical Systems	$	1,890.00		
Plumbing Systems	$	-		
Special Equipment	$	-		
Low Voltage	$	23,100.00		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	-
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	-
7. OWNER'S CONTINGENCY			$	**2,610.21**

Tarrant County Facilities Management

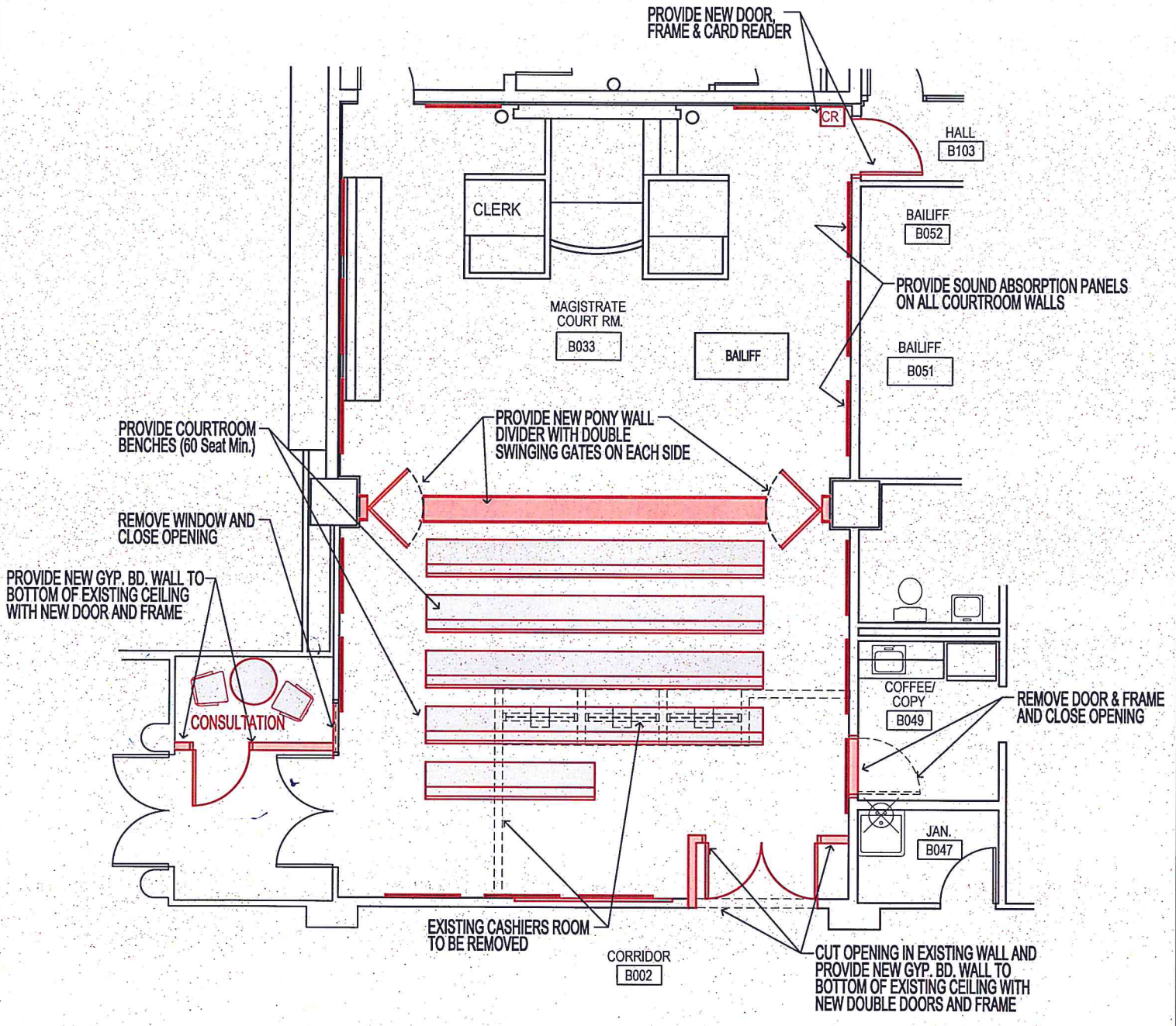
TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**54,814.33**

Court Support Services Renovation

3/26/2026 Generated by: Brad
Reviewed:

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ 600.00	demo existing cashier windows
Demolition/ pad protect	1.00	sf	$ 600.00		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 3,371.83	construct new walls per plan
Framing	30.00	lf	$ 397.65		
Drywall	600.00	sf surface area	$ 298.98		
Insulation	300.00	sf surface area	$ 475.20		
Acoustic panels	20.00	each	$ 2,200.00		accoustical panels
labor hrs	0.00	each	$ -		
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 13,968.50	
Doors, Frames, Hardware	4.00	leaf	$ 9,648.50		new doors and frames and hardware per plan
Rickson gate hardware.	2.00	each	$ 4,320.00		gate hardware for swing gates.
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 6,856.00	
Tape, Bed, Plaster	600.00	sf	$ 33.00		
Paint	600.00	sf	$ 198.00		
stain and varnis existing benches	1.00	each	$ 600.00		
sealed concrete	0.00	sf	$ -		
carpet / cove base	1.00	each	$ 1,650.00		carpet repair/replace as needed
tile cove base	0.00	Sf	$ -		
wall tile	0.00	Sf	$ -		
floor tile	0.00	Sf	$ -		
solid surface	0.00	Sf	$ -		
Millwork	25.00	LF upper/ lower	$ 4,375.00		install new pony wall and swing gates per plan
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ 2,417.80	add vent at storage in Judges chambers.
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	1.00	each	$ 825.00		
Labor- journeymand + helper	8.00	hr	$ 1,592.80		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 1,890.00	Make safe/ add back per design
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	1.00	each	$ 250.00		
Labor- journeymand + helper	16.00	hr	$ 1,640.00		
			$ -		
Plumbing Systems			$ -	$ -	
floor penetrations	0.00	each	$ -		
rough-in (piping,fittings, carriers)	0.00	LS	$ -		
Fixtures and Trim	0.00	each	$ -		
Fire sprinkler	0.00	sf / heads	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		

Special Equipment				$ -
Folding Partitions	0.00	lf	$ -	
toilet partitions	0.00	per fixture	$ -	
toilet accessories	0.00	per fixture	$ -	
fire extinguishers	0.00	each	$ -	
Maintenance Equipment	0.00		$ -	
Spare Parts / Attic Stock	0.00		$ -	
			$ -	
Low Voltage Systems				$ 23,100.00
Building Systems and Equipment	1.00	DAS System	$ 16,500.00	
Data	0.00	locations drops	$ -	
Phones	0.00	locations drops	$ -	
Access Control / Security	2.00	relocate	$ 6,600.00	
Audio / Visual	0.00	locations drops	$ -	
Hard Cost Construction Subtotal			$ 52,204.13	$ 52,204.13
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -
4. Professional Services				$ -
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -	
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -	
Lab Design Consultant	0.00		$ -	
Geotechnical Survey	0.00		$ -	
Phase 1 / 2 Asbetos Surveys	0.00		$ -	
Inspections / Testing	0.00		$ -	
HVAC - Test and Balance	0.00		$ -	
Commissioning - LEED	0.00		$ -	
Document Reproduction	0.00		$ -	
5. Permits and Fees				$ -
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -	
City Permit Fees (Certificate of Occupancy)	0.00		$ -	
Impact Fee- Waste and Water	0.00		$ -	
Assessment - Natural Gas Service	0.00		$ -	
Assessment - Electrical Service	0.00		$ -	
			$ -	
6. Occupancy / Move In				$ -
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -	
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -	
			$ -	
			$ -	
			$ -	
Project Subtotal			**$ 52,204.13**	$ 52,204.13
7. Contingency			$ 2,610.21	$ 2,610.21
ESTIMATE TOTAL			**$ 54,814.33**	**$ 54,814.33**



ADD DAS SYSTEM $15,000

RENOVATION FLOOR PLAN

Magistrate Court B033, Justice Center - Basement

SCALE; 1/8"=1'-0"

Tarrant County - Facilities Management
Construction Services
200 Taylor Street, Suite 344, Room 362
Fort Worth, Texas 76196
p; (817) 884-1502

MAGISTRATE COURT RM. B033 RENOVATION
TIM CURRY CRIMINAL JUSTICE CENTER- BASEMENT

RENOVATION FLOOR PLAN

DRAWN BY: H.C.
DATE: March 22. 2026
DWG. NUMBER TCCJC Magistrate Crt.

SHEET NO. A-1
SHEETS 1 OF 1

Department	Magistrate
Floor	Basement
Project	ADA Restrooms
Justification	Address ADA restroom items
Phase	1
Estimated Budget	$50,000.00

Scope:

- Renovate restrooms (B030 and B031) outside Magistrate Courtroom to meet ADA requirements. Includes new fixtures, restroom accessories, electrical and plumbing adjustments.

Purpose:

- Meet ADA requirements.

TCCJC ADA Basement Restrooms

Budget Estimate date **5/20/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	-
3. CONSTRUCTION COST OF THE BUILDING			$	**48,324.30**
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	1,098.20		
Openings	$	550.00		
Finishes	$	19,636.10		
Elevator	$	-		
Mechanical Systems	$	-		
Electrical Systems	$	3,140.00		
Plumbing Systems	$	16,200.00		
Special Equipment	$	7,700.00		
Low Voltage	$	-		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	-
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	-
7. OWNER'S CONTINGENCY			$	**1,449.73**

Tarrant County Facilities Management

TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**49,774.02**

TCCJC ADA Basement Restrooms

5/20/2026

Generated by: Brad
Reviewed:

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ -	
Demolition/ pad protect	0.00	sf	$ -		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 1,098.20	
Framing	20.00	lf	$ 265.10		move wall at womens door way , patch and repair as needed
Drywall	1120.00	sf surface area	$ 558.10		remove and replace with green rock
Insulation	0.00	sf surface area	$ -		
Hard Ceilings	1.00	each	$ 275.00		repair as needed
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 550.00	
Doors, Frames, Hardware	1.00	leaf	$ 550.00		Frame only
Storefront	0.00	sf	$ -		
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 19,636.10	
Tape, Bed, Plaster	560.00	sf	$ 30.80		
Paint	900.00	sf	$ 297.00		paint above wainscott and ceiling
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	0.00	each	$ -		
tile cove base	112.00	Sf	$ 1,108.80		
wall tile	560.00	Sf	$ 7,392.00		
floor tile	324.00	Sf	$ 7,128.00		
solid surface	33.00	Sf	$ 3,267.00		vanities
Millwork	15.00	LF upper/ lower	$ 412.50		materials for sub top
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ -	
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 3,140.00	
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		make safe tile demo and instal/ new fixtures at vanity
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	1.00	each	$ 1,500.00		
Labor- journeymand + helper	16.00	hr	$ 1,640.00		
			$ -		
Plumbing Systems			$ -	$ 16,200.00	
floor penetrations	0.00	each	$ -		does not include any for repairing existing leaks.
rough-in (piping,fittings, carriers)	2.00	LS	$ 5,500.00		
Fixtures and Trim	4.00	each	$ 2,200.00		
new water fountain with bottle filler	1.00	each	$ 2,750.00		new water fountain with bottle filler
Fire sprinkler	0.00	sf / heads	$ -		
Materials =10%	1.00	each	$ 1,650.00		

Labor- journeymand + helper	40.00	hr	$ 4,100.00	
Special Equipment				$ 7,700.00
Folding Partitions	0.00	lf	$ -	
toilet partitions	4.00	per fixture	$ 6,600.00	
toilet accessories	4.00	per fixture	$ 1,100.00	
fire extinguishers	0.00	each	$ -	
Maintenance Equipment	0.00		$ -	
Spare Parts / Attic Stock	0.00		$ -	
			$ -	
Low Voltage Systems				$ -
Building Systems and Equipment	0.00		$ -	
Data	0.00	locations drops	$ -	
Phones	0.00	locations drops	$ -	
Access Control / Security	0.00	relocate	$ -	
Audio / Visual	0.00	locations drops	$ -	
Hard Cost Construction Subtotal			$ 48,324.30	$ 48,324.30
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -
4. Professional Services				$ -
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -	
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -	
Lab Design Consultant	0.00		$ -	
Geotechnical Survey	0.00		$ -	
Phase 1 / 2 Asbetos Surveys	0.00		$ -	
Inspections / Testing	0.00		$ -	
HVAC - Test and Balance	0.00		$ -	
Commissioning - LEED	0.00		$ -	
Document Reproduction	0.00		$ -	
5. Permits and Fees				$ -
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -	
City Permit Fees (Certificate of Occupancy)	0.00		$ -	
Impact Fee- Waste and Water	0.00		$ -	
Assessment - Natural Gas Service	0.00		$ -	
Assessment - Electrical Service	0.00		$ -	
			$ -	
6. Occupancy / Move In				$ -
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -	
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -	
			$ -	
			$ -	
			$ -	
Project Subtotal			**$ 48,324.30**	$ 48,324.30
7. Contingency			$ 1,449.73	$ 1,449.73
ESTIMATE TOTAL			**$ 49,774.02**	**$ 49,774.02**

Department	County District Attorney (CDA)
Floor	Basement
Project	Relocate from TCCJC Basement to Plaza Building
Justification	Reorganize TCCJC for efficiency
Phase	1
Estimated Budget	$71,000.00

Scope:

- Relocate the CDA investigators team from the basement of TCCJC to the second floor of Plaza Building. After relocating, Court Support Services will be reassigned to the vacated space in the basement.

Purpose:

- CDA investigators team maintains functionality as a unit while maintaining efficiency.

Budget:

- Construction costs are estimated at $71,000.00; furniture costs are estimated at $119,000.00. Total estimated investment is $190,000.00.

Relocate CDA to Plaza

Budget Estimate date **4/14/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	-
3. CONSTRUCTION COST OF THE BUILDING			$	**63,276.08**
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	11,291.78		
Openings	$	25,450.00		
Finishes	$	5,461.90		
Elevator	$	-		
Mechanical Systems	$	4,778.40		
Electrical Systems	$	5,740.00		
Plumbing Systems	$	10,180.00		
Special Equipment	$	-		
Low Voltage	$	374.00		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	**4,100.00**
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	-
7. OWNER'S CONTINGENCY			$	**3,368.80**

Tarrant County Facilities Management

TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**70,744.88**

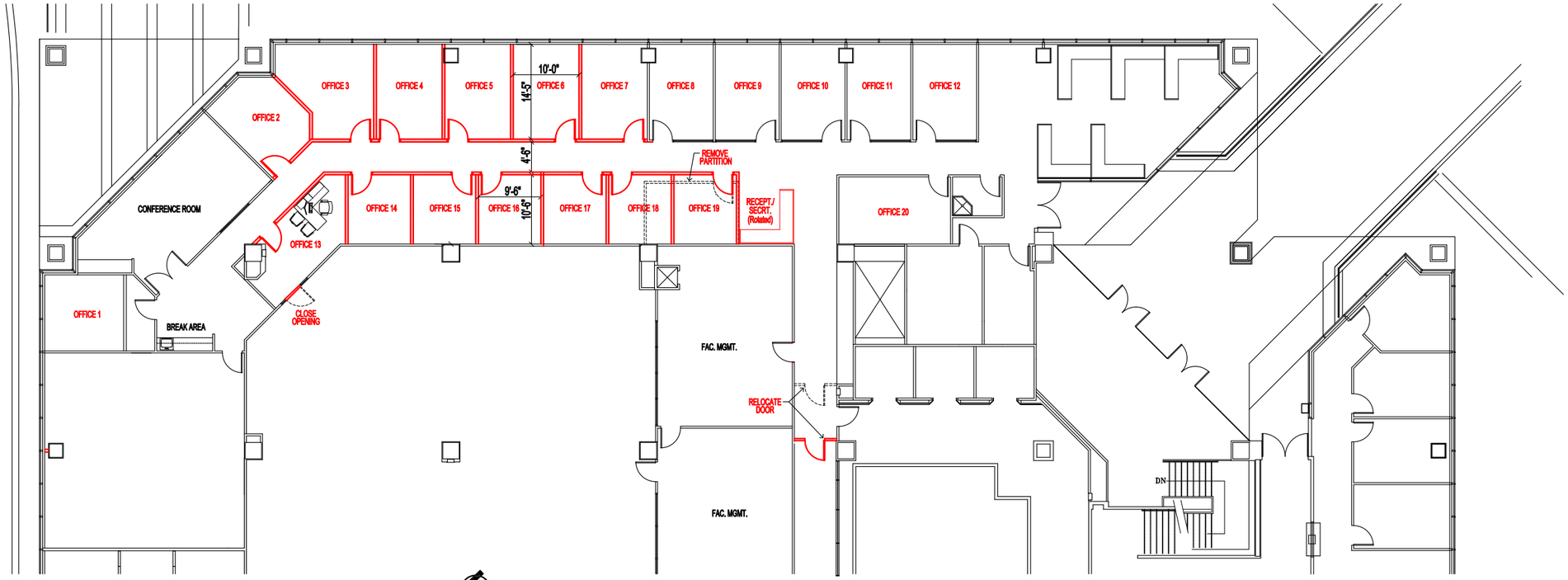
Relocate CDA to Plaza

4/14/2026

Generated by: Brad
Reviewed:

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ -	
Demolition/ pad protect	0.00	sf	$ -		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 11,291.78	
Framing	275.00	lf	$ 3,645.13		
Drywall	5500.00	sf surface area	$ 2,740.65		
Insulation	2750.00	sf surface area	$ 4,356.00		
Acoustic Ceilings	1.00	each	$ 550.00		repair ceiling tiles as needed.
labor hrs	0.00	each	$ -		
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 25,450.00	
Doors, Frames, Hardware	13.00	leaf	$ 21,450.00		
Storefront	0.00	sf	$ -		
Storefront Doors	1.00	leaf	$ 4,000.00		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 5,461.90	
Tape, Bed, Plaster	5500.00	sf	$ 302.50		
Paint	5500.00	sf	$ 1,815.00		
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	1.00	each	$ 1,650.00		repair carpet and provide covebase
tile cove base	0.00	Sf	$ -		
wall tile	106.00	Sf	$ 254.40		
floor tile	60.00	Sf	$ 1,440.00		
solid surface	0.00	Sf	$ -		
Millwork	0.00	LF upper/ lower	$ -		
Mechanical Systems				$ 4,778.40	
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	24.00	hr	$ 4,778.40		rework existing hvac as per plan
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 5,740.00	rework existing electrical and fire devices as needed
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	56.00	hr	$ 5,740.00		40 hrs for elect /16 hrs for fire devices
			$ -		
Plumbing Systems			$ -	$ 10,180.00	
floor penetrations	1.00	each	$ 1,400.00		
rough-in (piping,fittings, carriers)	2.00	LS	$ 5,500.00		
Fixtures and Trim	2.00	each	$ -		
Fire sprinkler	0.00	sf / heads	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	32.00	hr	$ 3,280.00		relocate fire sprinkler as needed

Special Equipment				$ -
Folding Partitions	0.00	lf	$ -	
toilet partitions	0.00	per fixture	$ -	
toilet accessories	4.00	per fixture	$ -	
fire extinguishers	0.00	each	$ -	
Maintenance Equipment	0.00		$ -	
Spare Parts / Attic Stock	0.00		$ -	
			$ -	
Low Voltage Systems				$ 374.00
Building Systems and Equipment	0.00		$ -	
Data	0.00	locations drops	$ -	
Phones	0.00	locations drops	$ -	
Access Control / Security	1.00	relocate	$ 374.00	
Audio / Visual	0.00	locations drops	$ -	
Hard Cost Construction Subtotal			$ 63,276.08	$ 63,276.08
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -
4. Professional Services				$ 4,100.00
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -	
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -	
Lab Design Consultant	0.00		$ -	
Geotechnical Survey	0.00		$ -	
Phase 1 / 2 Asbetos Surveys	0.00		$ -	
Inspections / Testing	0.00		$ -	
HVAC - Test and Balance	1.00		$ 4,100.00	
Commissioning - LEED	0.00		$ -	
Document Reproduction	0.00		$ -	
5. Permits and Fees				$ -
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -	
City Permit Fees (Certificate of Occupancy)	0.00		$ -	
Impact Fee- Waste and Water	0.00		$ -	
Assessment - Natural Gas Service	0.00		$ -	
Assessment - Electrical Service	0.00		$ -	
			$ -	
6. Occupancy / Move In				$ -
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -	
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -	
			$ -	
			$ -	
			$ -	
Project Subtotal			**$ 67,376.08**	$ 67,376.08
7. Contingency			$ 3,368.80	$ 3,368.80
ESTIMATE TOTAL			**$ 70,744.88**	**$ 70,744.88**



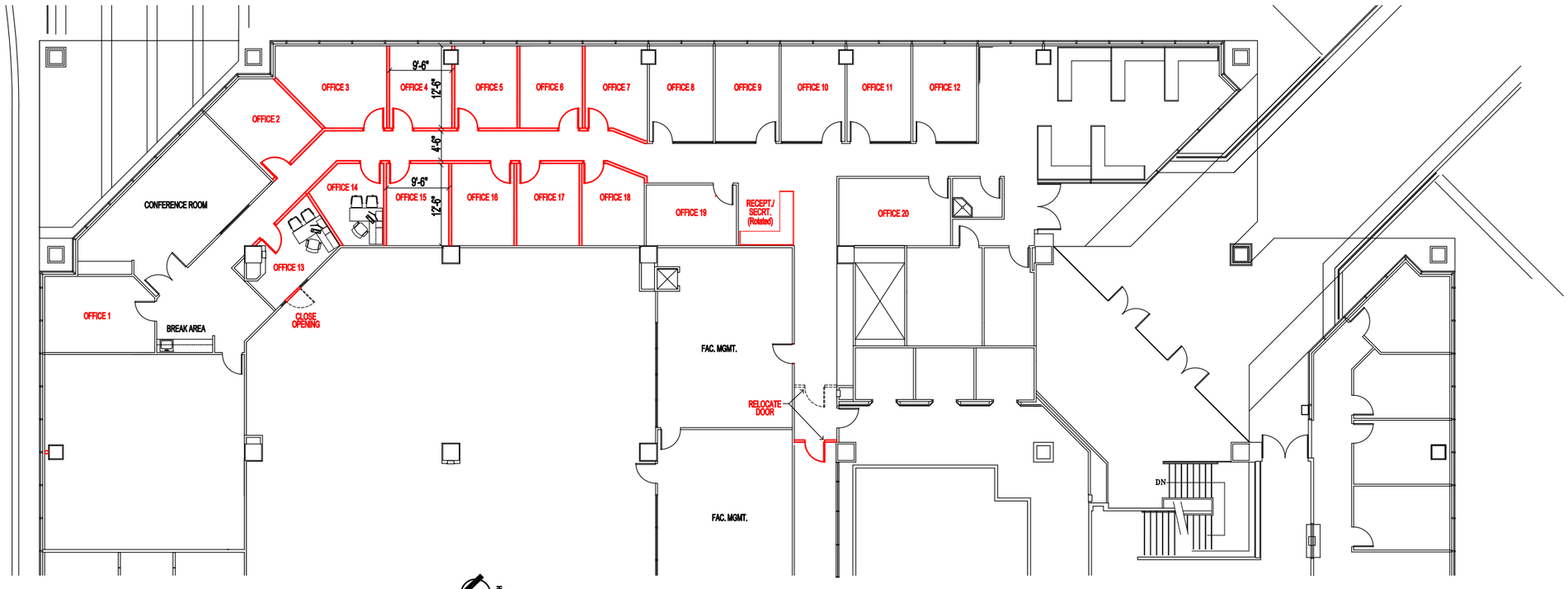
OPTION A - RENOVATION FLOOR PLAN

Plaza Building - 2nd Floor

NORTH

NOT TO SCALE

Notes; Upper/East offices are larger.
Existing partition office is removed to allow more space



OPTION B - RENOVATION FLOOR PLAN

Plaza Building - 2nd Floor

NORTH

NOT TO SCALE

Notes; Most new offices are equal in size.
Existing partition office remains as is.

Tarrant County - Facilities Management
Construction Services
200 Taylor Street, Suite 344, Room 382
Fort Worth, Texas 76196
p: (817) 884-1502

2nd FLOOR RENOVATION PLAZA BUILDING

PROPOSED RENOVATION FLOOR PLAN

DRAWING NUMBER
plaza2ndflrrenov. apr826

DATE: April 27, 2026

DRAWN BY: H.C.

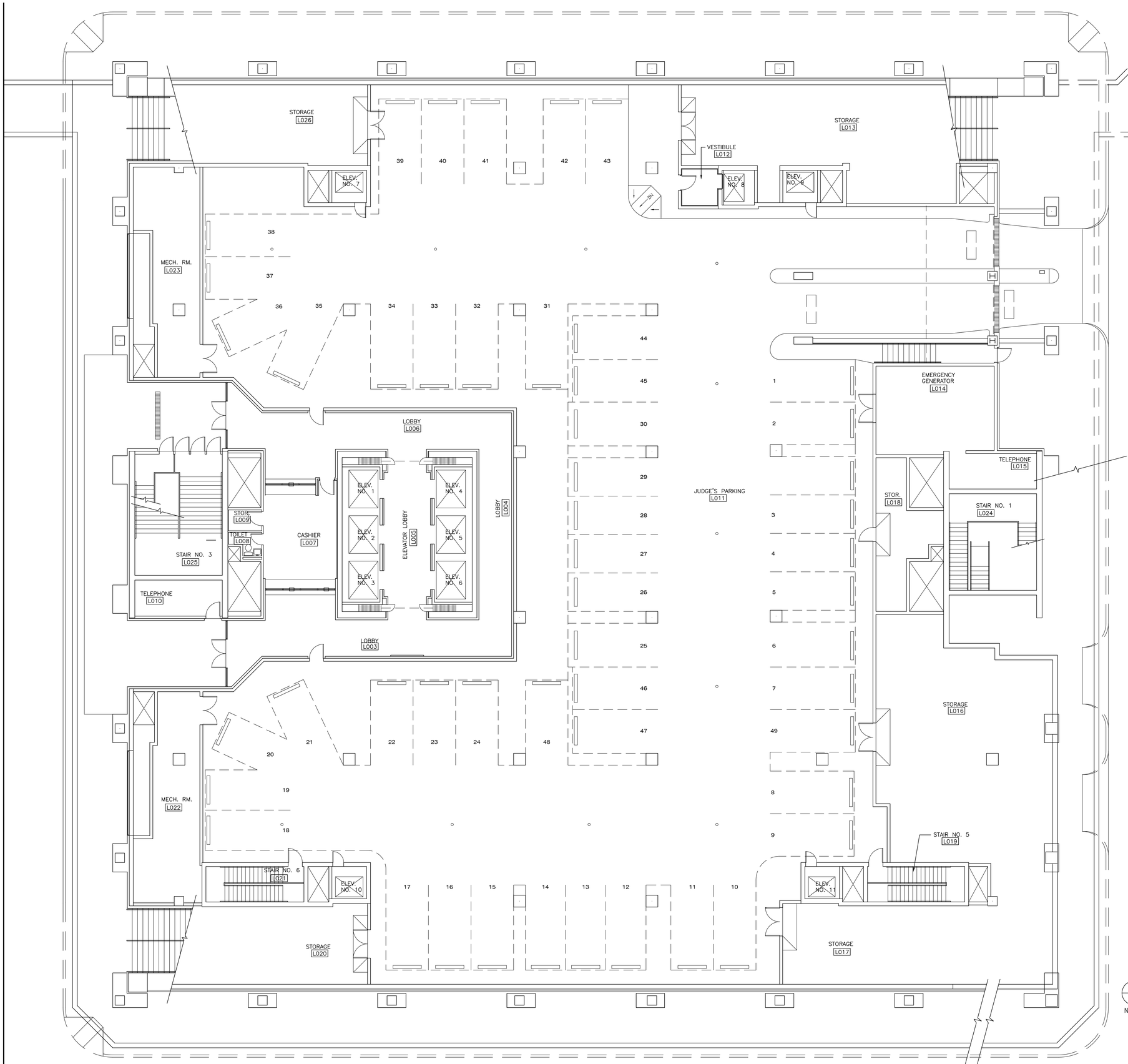
SHEET NO.

A-1

1 OF 1 SHEETS

Lower Plaza Current

No Changes Planned



SQ. FT. PER DEPARTMENT	
SERVICE AREA	1,728 S.F.
COMMON	1,946 S.F.
MAJOR VERTICAL PENETRATION (MVP)	3,382 S.F.
COUNTY CLERK	408 S.F.
JUDGE'S PARKING	21,404 S.F.
DISTRICT CLERK	1,861 S.F.
FACILITIES MANAGEMENT - 3110404000	932 S.F.
SUPPLY STORAGE	2,806 S.F.
LOWER PLAZA LEVEL NET	34,467 S.F.
LOWER PLAZA LEVEL GROSS	36,678 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER LOWER PLAZA LEVEL FLOOR PLAN

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002
REVISIONS:
1) 04/01/2002 AREA ADDITIONS
2) 02/14/2011 PARKING UPDATE
3) 09/25/2012 ME / Dist. Clerk Update
4) 01/14/2013 FM / Dist. Clerk Update
5) 06/09/2016 PARKING UPDATE
6) 09/19/2017 Conditioned Spaces Tab
7) 08/29/2023 PARKING UPDATE
8) 06/13/2024 Door Swing Update

FLOOR PLAN

SHEET

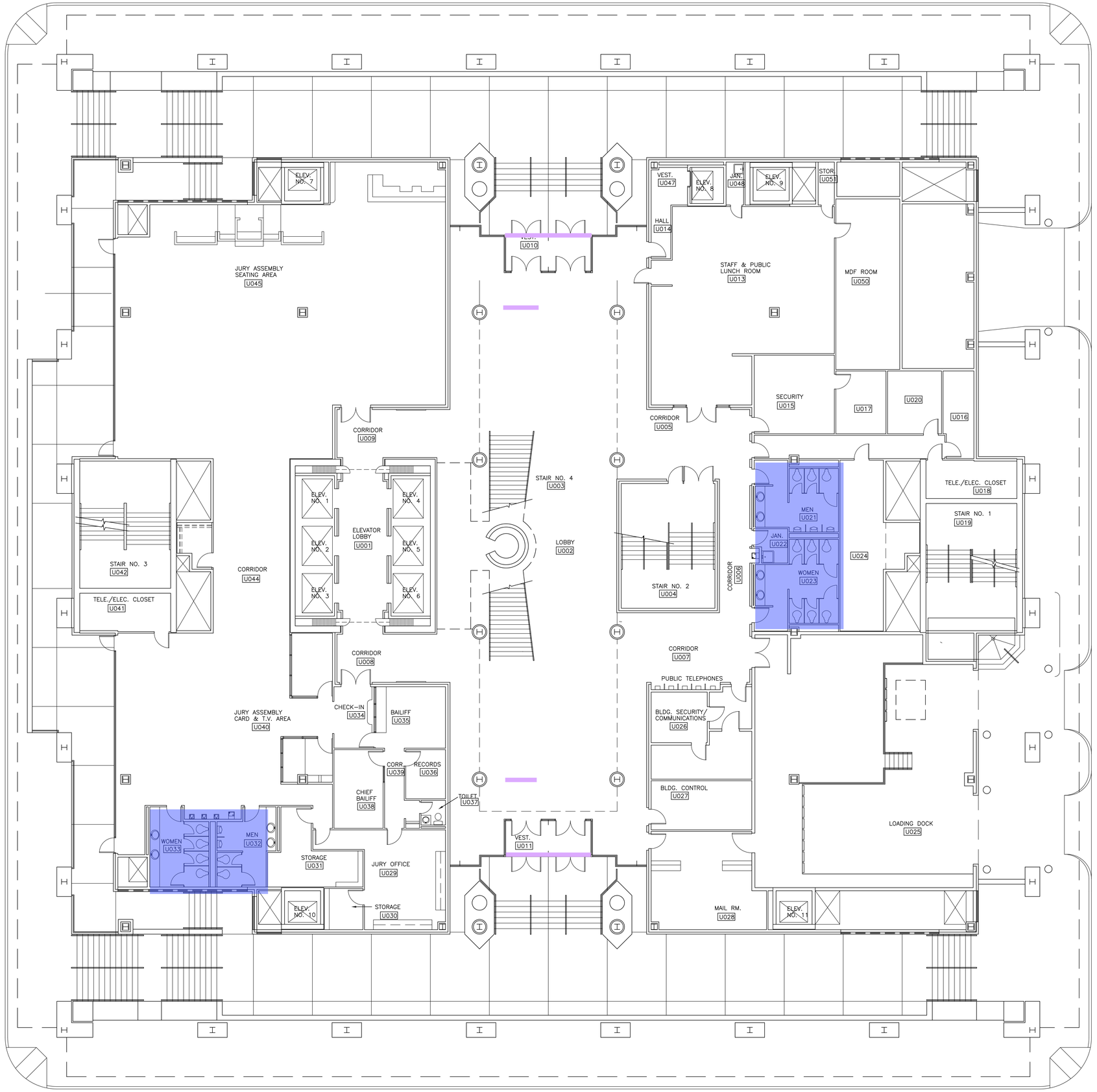
OF SHEETS

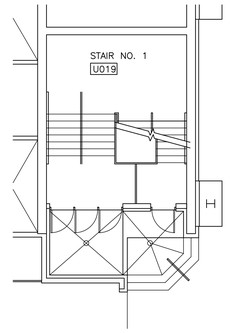
17) 08/29/2023 PARKING UPDATE

FILE NAME:: 02 12/12/2001
UPDATE LOG:

Upper Plaza Level
No space changes
ADA compliance in restrooms

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space





STAIR 1 AT GRADE FLOOR PLAN

0 8' 16' 24'

SQ. FT. PER DEPARTMENT	
SERVICE AREA	3,042 S.F.
COMMON	9,295 S.F.
MAJOR VERTICAL PENETRATION (MVP)	4,357 S.F.
JURY SERVICES	7,369 S.F.
SHERIFF - COURTS	893 S.F.
FACILITIES MANAGEMENT - 1860100000	963 S.F.
FACILITIES MANAGEMENT - 3110404000	214 S.F.
UPPER PLAZA LEVEL NET	26,133 S.F.
UPPER PLAZA LEVEL GROSS	26,748 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER UPPER PLAZA LEVEL FLOOR PLAN

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002
REVISIONS:
1) 04/01/2002 AREA ADDITIONS
2) 01/07/2010 SF UPDATES
3) 10/10/2013 SF UPDATES
4) 09/19/2017 Conditioned Spaces Tab

FLOOR PLAN
SHEET

3 OF 13 SHEETS

FILE NAME: 02 12/12/2001
UPDATE LOG:

Department	Public
Floor	Upper Plaza
Project	Replace Entry Doors / Add BR Shields
Justification	Increase security
Phase	1
Estimated Budget	$65,000.00

Scope:

- Replace entry doors at both public entrances. Mobile bullet resistant shields to be provided to Sheriff staff for emergency situations.

Purpose:

- Doors are outdated and need to be replaced to maintain building security.

Budget:

- Doors replacement is estimated at $45,000.00; bullet resistant shields are estimated at $20,000.00. Total estimated investment is $65,000.00.

Department	Public
Floor	Upper Plaza Level
Project	Address ADA Restroom Items (4 Each)
Justification	Address ADA restroom items
Phase	4.5
Estimated Budget	$114,000.00

Scope:

- Renovate restrooms (U021, U023, U032, U033) on Upper Plaza level to meet ADA requirements. Includes new fixtures, restroom accessories, electrical and plumbing adjustments.

Purpose:

- Meet ADA requirements.

ADA Upper Plaza Restrooms

Budget Estimate date **5/20/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	-
3. CONSTRUCTION COST OF THE BUILDING			$	**110,133.59**
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	2,746.39		
Openings	$	2,200.00		
Finishes	$	39,272.20		
Elevator	$	-		
Mechanical Systems	$	-		
Electrical Systems	$	4,640.00		
Plumbing Systems	$	32,400.00		
Special Equipment	$	28,875.00		
Low Voltage	$	-		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	-
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	-
7. OWNER'S CONTINGENCY			$	**3,304.01**

Tarrant County Facilities Management

TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**113,437.60**

ADA Upper Plaza Restrooms

5/20/2026 Generated by: Savannah
Reviewed:

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ -	
Demolition/ pad protect	0.00	sf	$ -		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 2,746.39	
Framing	40.00	lf	$ 530.20		move wall at womens door way , patch and repair as needed
Drywall	2240.00	sf surface area	$ 1,116.19		remove and replace with green rock
Insulation	0.00	sf surface area	$ -		
Hard Ceilings	4.00	each	$ 1,100.00		repair as needed
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 2,200.00	
Doors, Frames, Hardware	4.00	leaf	$ 2,200.00		Frame only
Storefront	0.00	sf	$ -		
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 39,272.20	
Tape, Bed, Plaster	1120.00	sf	$ 61.60		
Paint	1800.00	sf	$ 594.00		paint above wainscott and ceiling
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	0.00	each	$ -		
tile cove base	224.00	Sf	$ 2,217.60		
wall tile	1120.00	Sf	$ 14,784.00		
floor tile	648.00	Sf	$ 14,256.00		
solid surface	66.00	Sf	$ 6,534.00		vanities
Millwork	30.00	LF upper/ lower	$ 825.00		materials for sub top
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ -	
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 4,640.00	
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		make safe tile demo and instal/ new fixtures at vanity
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	2.00	each	$ 3,000.00		
Labor- journeymand + helper	16.00	hr	$ 1,640.00		
			$ -		
Plumbing Systems			$ -	$ 32,400.00	
floor penetrations	0.00	each	$ -		does not include any for repairing existing leaks.
rough-in (piping,fittings, carriers)	4.00	LS	$ 11,000.00		
Fixtures and Trim	8.00	each	$ 4,400.00		
new water fountain with bottle filler	2.00	each	$ 5,500.00		new water fountain with bottle filler
Fire sprinkler	0.00	sf / heads	$ -		
Materials =10%	2.00	each	$ 3,300.00		

Labor- journeymand + helper	80.00	hr	$ 8,200.00	
Special Equipment				$ 28,875.00
Folding Partitions	0.00	lf	$ -	
toilet partitions	15.00	per fixture	$ 24,750.00	
toilet accessories	15.00	per fixture	$ 4,125.00	
fire extinguishers	0.00	each	$ -	
Maintenance Equipment	0.00		$ -	
Spare Parts / Attic Stock	0.00		$ -	
			$ -	
Low Voltage Systems				$ -
Building Systems and Equipment	0.00		$ -	
Data	0.00	locations drops	$ -	
Phones	0.00	locations drops	$ -	
Access Control / Security	0.00	relocate	$ -	
Audio / Visual	0.00	locations drops	$ -	
Hard Cost Construction Subtotal			$ 110,133.59	$ 110,133.59
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -
4. Professional Services				$ -
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -	
Full Architect / Engineering Services (triggered if HC is > $50,000)	1.00		$ -	
Lab Design Consultant	0.00		$ -	
Geotechnical Survey	0.00		$ -	
Phase 1 / 2 Asbetos Surveys	0.00		$ -	
Inspections / Testing	0.00		$ -	
HVAC - Test and Balance	0.00		$ -	
Commissioning - LEED	0.00		$ -	
Document Reproduction	0.00		$ -	
5. Permits and Fees				$ -
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -	
City Permit Fees (Certificate of Occupancy)	0.00		$ -	
Impact Fee- Waste and Water	0.00		$ -	
Assessment - Natural Gas Service	0.00		$ -	
Assessment - Electrical Service	0.00		$ -	
			$ -	
6. Occupancy / Move In				$ -
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -	
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -	
			$ -	
			$ -	
			$ -	
Project Subtotal			**$ 110,133.59**	$ 110,133.59
7. Contingency			$ 3,304.01	$ 3,304.01
ESTIMATE TOTAL			**$ 113,437.60**	**$ 113,437.60**



Level 2 Current

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	422 S.F.
COMMON	3,319 S.F.
MAJOR VERTICAL PENETRATION (MVP)	6,411 S.F.
COUNTY CLERKS	12,165 S.F.
DISTRICT ATTORNEY	1,185 S.F.
GRAND JURY	5,331 S.F.
LEVEL 2 NET	28,833 S.F.
LEVEL 2 GROSS	29,526 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 2 FLOOR PLAN

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002
REVISIONS:
1) 04/01/2002 AREA ADDITIONS
2) 04/16/2013 Office Addition
3) 10/10/2013 Plan Update
4) 04/22/2016 Grand Jury / DA
5) 09/19/2017 Conditioned Spaces Tab

FLOOR PLAN
SHEET

4 OF 13 SHEETS

FILE NAME: 02
UPDATE LOG: 12/12/2001



Level 2 Proposed

County Clerk - Maintains staff count, reduces SF CDA - Plus 8

All restrooms - address ADA needs

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	422 S.F.
COMMON	3,319 S.F.
MAJOR VERTICAL PENETRATION (MVP)	6,411 S.F.
COUNTY CLERKS	12,165 S.F.
DISTRICT ATTORNEY	1,185 S.F.
GRAND JURY	5,331 S.F.
LEVEL 2 NET	28,833 S.F.
LEVEL 2 GROSS	29,526 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 2 FLOOR PLAN

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002

REVISIONS:
1) 04/01/2002 AREA ADDITIONS
2) 04/16/2013 Office Addition
3) 10/10/2013 Plan Update
4) 04/22/2016 Grand Jury / DA
5) 09/19/2017 Conditioned Spaces Tab

FLOOR PLAN

SHEET

4 OF 13 SHEETS

FILE NAME: 02 12/12/2001
UPDATE LOG:

Department	County Clerk (Criminal)
Floor	2
Project	Suite 2052 – Renovation – Offices/Storage
Justification	Reorganization of TCCJC for efficiency
Phase	2
Estimated Budget	$58,000.00

Scope:

- Remove transaction counters
- Add a breakroom, a conference room, and a storage room
- Creation of two offices

Purpose:

- Consolidation of TCCJC while creating efficiency throughout the building

Budget:

- Construction costs are estimated at $58,000.00; furniture costs are estimated at $122,000.00. Total estimated investment is $180,000.00.

County Clerk Criminal Reconfiguration
Suite 2052

Budget Estimate date **4/8/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	600.00
3. CONSTRUCTION COST OF THE BUILDING			$	49,889.29
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	6,640.37		
Openings	$	12,935.62		
Finishes	$	7,915.80		
Elevator	$	-		
Mechanical Systems	$	5,430.00		
Electrical Systems	$	3,280.00		
Plumbing Systems	$	13,687.50		
Special Equipment	$	-		
Low Voltage	$	-		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	4,100.00
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	-
7. OWNER'S CONTINGENCY			$	2,729.46

Tarrant County Facilities Management

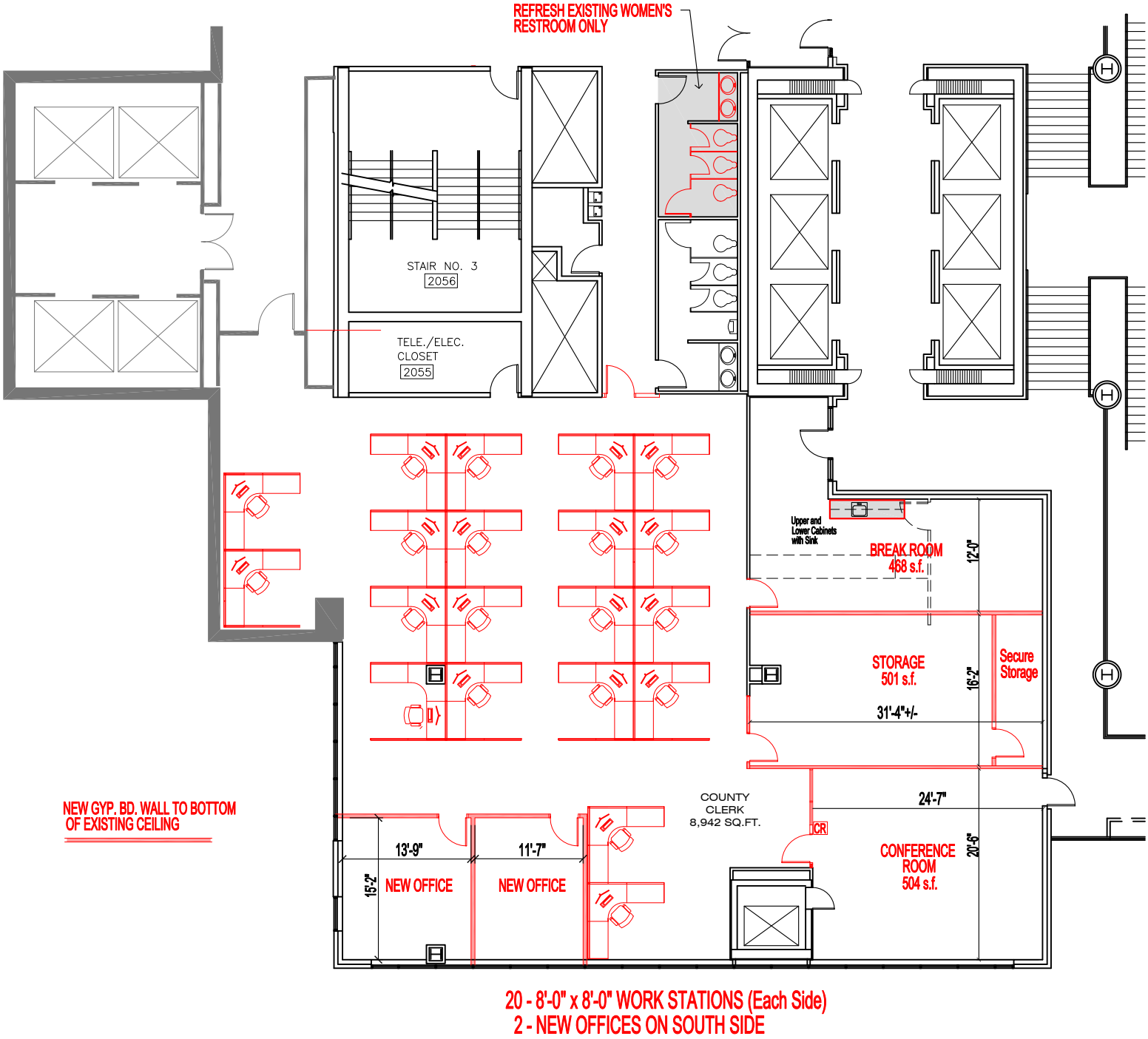
TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**57,318.75**

County Clerk Criminal Reconfiguration Suite 2052

4/8/2026 Generated by: Brad
Reviewed:

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ 600.00	
Demolition/ pad protect	1.00	e	$ 600.00		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 6,640.37	
Framing	170.00	lf	$ 2,253.35		
Drywall	3400.00	sf surface area	$ 1,694.22		
Insulation	1700.00	sf surface area	$ 2,692.80		
Acoustic Ceilings	0.00	each	$ -		
labor hrs	0.00	each	$ -		
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 12,935.62	
Doors, Frames, Hardware	5.00	leaf	$ 12,060.62		
Supervisor window	1.00	each	$ 875.00		
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 7,915.80	
Tape, Bed, Plaster	3400.00	sf	$ 187.00		
Paint	3400.00	sf	$ 1,122.00		
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	1.00	each	$ 1,650.00		repair carpet as needed at demoed areas.
tile cove base	0.00	Sf	$ -		
wall tile	0.00	Sf	$ -		
floor tile	0.00	Sf	$ -		
solid surface	32.00	Sf	$ 3,456.00		
Millwork	16.00	LF upper/ lower	$ 1,500.80		
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ 5,430.00	rework hvac as needed
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	24.00	hr	$ 5,430.00		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 3,280.00	
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	32.00	hr	$ 3,280.00		rework, add electrical as needed per plan (furniture and new const)
			$ -		
Plumbing Systems			$ -	$ 13,687.50	add plumbing needed for new bar sink
floor penetrations	1.00	each	$ 1,500.00		

rough-in (piping,fittings, carriers)	1.00	LS	$ 2,750.00		tie in to existing drain from below.
Fixtures and Trim	1.00	each	$ 937.50		
Fire sprinkler	1.00	each	$ 1,500.00		Re- work fire sprinkler as needed per plan
Materials =10%	1.00	each	$ 1,875.00		
Labor- journeymand + helper	40.00	hr	$ 5,125.00		
Special Equipment				$ -	
Folding Partitions	0.00	lf	$ -		
toilet partitions	0.00	per fixture	$ -		
toilet accessories	0.00	per fixture	$ -		
fire extinguishers	0.00	each	$ -		
Maintenance Equipment	0.00		$ -		
Spare Parts / Attic Stock	0.00		$ -		
			$ -		
Low Voltage Systems				$ -	
Building Systems and Equipment	0.00		$ -		
Data	0.00	locations drops	$ -		
Phones	0.00	locations drops	$ -		
Access Control / Security	0.00	relocate	$ -		
Audio / Visual	0.00	locations drops	$ -		
Hard Cost Construction Subtotal			$ 50,489.29	$ 50,489.29	
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -	
4. Professional Services				$ 4,100.00	
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -		
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -		
Lab Design Consultant	0.00		$ -		
Geotechnical Survey	0.00		$ -		
Phase 1 / 2 Asbetos Surveys	0.00		$ -		
Inspections / Testing	0.00		$ -		
HVAC - Test and Balance	1.00		$ 4,100.00		
Commissioning - LEED	0.00		$ -		
Document Reproduction	0.00		$ -		
5. Permits and Fees				$ -	
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -		
City Permit Fees (Certificate of Occupancy)	0.00		$ -		
Impact Fee- Waste and Water	0.00		$ -		
Assessment - Natural Gas Service	0.00		$ -		
Assessment - Electrical Service	0.00		$ -		
			$ -		
6. Occupancy / Move In				$ -	
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -		
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -		
			$ -		
			$ -		
			$ -		
Project Subtotal			**$ 54,589.29**	$ 54,589.29	
7. Contingency			$ 2,729.46	$ 2,729.46	
ESTIMATE TOTAL			**$ 57,318.75**	**$ 57,318.75**	



RENOVATION FLOOR PLAN

County Clerk, Justice Center 2nd Floor

Tarrant County - Facilities Management
Construction Services
100 W. Weatherford St. Room 350
Fort Worth, Texas 76196
p; (817) 884-1502

COUNTY CLERK RENOVATION
TIM CURRY CRIMINAL JUSTICE CENTER
2nd FLOOR

FLOOR PLAN

DRAWN BY: H.C.
DATE: April 21, 2026
DWG. NUMBER tccjc2ndflrContyClr

SHEET NO. A-1
SHEETS 1 OF 1

Department	County District Attorney
Floor	2
Project	Expand Grand Jury Offices
Justification	Reorganization of TCCJC for efficiency
Phase	3
Estimated Budget	$39,000.00

Scope:

- Demolition and creation of office, a breakroom, and secured storage

Purpose:

- Consolidation of TCCJC while creating efficiency throughout the building

CDA Expand Grand Jury Offices

Budget Estimate date **3/26/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK				$	-
2. DEMOLITION / ABATEMENT				$	600.00
3. CONSTRUCTION COST OF THE BUILDING				$	32,252.51
General Requirements		$	-		
Concrete		$	-		
Gypsum Board Assemblies		$	5,318.59		
Openings		$	12,060.62		
Finishes		$	7,571.60		
Elevator		$	-		
Mechanical Systems		$	2,416.70		
Electrical Systems		$	4,885.00		
Plumbing Systems		$	-		
Special Equipment		$	-		
Low Voltage	108	$	-		
General Contractor (1 if bid out, 0 if performed in-house)	2	$	-		
4. PROFESSIONAL SERVICES				$	4,100.00
Pre-design (programming, preliminary drawings, site alternates)		$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)		$	-		
Lab Design Consultant		$	-		
Geotechnical Survey		$	-		
Phase 1 / 2 Asbetos Surveys		$	-		
Inspections / Testing		$	-		
HVAC - Test and Balance		$	-		
Commissioning - LEED		$	-		
Document Reproduction		$	-		
5. PERMITS & FEES				$	-
6. OCCUPANCY EXPENSES				$	-
7. OWNER'S CONTINGENCY				$	1,847.63

Tarrant County Facilities Management

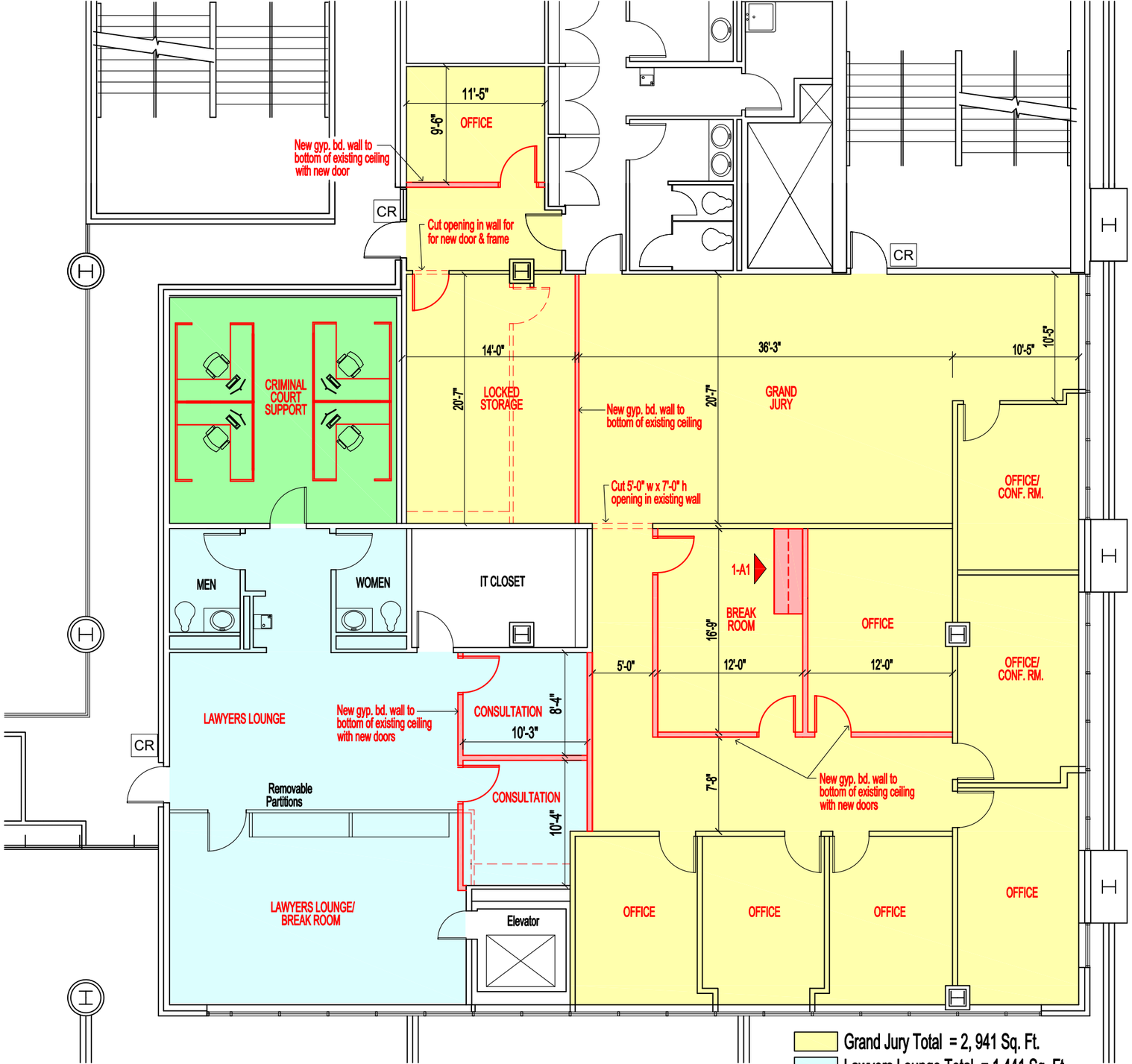
TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**38,800.13**

CDA Expand Grand Jury Offices

3/26/2026 Generated by: Brad
Reviewed:

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ 600.00	demo walls door
Demolition/ pad protect	1.00	ea	$ 600.00		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 5,318.59	construct walls as per design.
Framing	108.00	lf	$ 1,431.54		
Drywall	2160.00	sf surface area	$ 1,076.33		
Insulation	1080.00	sf surface area	$ 1,710.72		
Acoustic Ceilings	2.00	each	$ 1,100.00		repair ceiling as needed
labor hrs	0.00	each	$ -		
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 12,060.62	
Doors, Frames, Hardware	5.00	leaf	$ 12,060.62		
Storefront	0.00	sf	$ -		
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 7,571.60	
Tape, Bed, Plaster	2160.00	sf	$ 118.80		
Paint	2160.00	sf	$ 712.80		
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	0.00	each	$ -		
tile cove base	0.00	Sf	$ -		
wall tile	0.00	Sf	$ -		
floor tile	0.00	Sf	$ -		
solid surface	30.00	Sf	$ 3,240.00		new dry bar breakroom counter
Millwork	20.00	LF upper/ lower	$ 3,500.00		
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ 2,416.70	rework HVAC as needed
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	1.00	each	$ 27.50		
Labor- journeymand + helper	12.00	hr	$ 2,389.20		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 4,885.00	make safe/ add electric per design
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		
devices (outlets, switches)	5.00	each	$ 50.00		
Lighting/Fixtures	5.00	each	$ 1,875.00		
Materials =10%	1.00	each	$ 500.00		
Labor- journeymand + helper	24.00	hr	$ 2,460.00		
			$ -		
Plumbing Systems			$ -	$ -	
floor penetrations	0.00	each	$ -		
rough-in (piping,fittings, carriers)	0.00	LS	$ -		
Fixtures and Trim	0.00	each	$ -		
Fire sprinkler	0.00	sf / heads	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		
Special Equipment				$ -	

Folding Partitions	0.00	lf	$ -		
toilet partitions	0.00	per fixture	$ -		
toilet accessories	0.00	per fixture	$ -		
fire extinguishers	0.00	each	$ -		
Maintenance Equipment	0.00		$ -		
Spare Parts / Attic Stock	0.00		$ -		
			$ -		
Low Voltage Systems				$ -	
Building Systems and Equipment	0.00		$ -		
Data	0.00	locations drops	$ -		
Phones	0.00	locations drops	$ -		
Access Control / Security	0.00	relocate	$ -		
Audio / Visual	0.00	locations drops	$ -		
Hard Cost Construction Subtotal			$ 32,852.51	$ 32,852.51	
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -	
4. Professional Services				$ 4,100.00	
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -		
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -		
Lab Design Consultant	0.00		$ -		
Geotechnical Survey	0.00		$ -		
Phase 1 / 2 Asbetos Surveys	0.00		$ -		
Inspections / Testing	0.00		$ -		
HVAC - Test and Balance	1.00		$ 4,100.00		test and balance entire area after construction
Commissioning - LEED	0.00		$ -		
Document Reproduction	0.00		$ -		
5. Permits and Fees				$ -	
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -		
City Permit Fees (Certificate of Occupancy)	0.00		$ -		
Impact Fee- Waste and Water	0.00		$ -		
Assessment - Natural Gas Service	0.00		$ -		
Assessment - Electrical Service	0.00		$ -		
			$ -		
6. Occupancy / Move In				$ -	
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -		
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -		
			$ -		
			$ -		
			$ -		
Project Subtotal			**$ 36,952.51**	$ 36,952.51	
7. Contingency			$ 1,847.63	$ 1,847.63	
ESTIMATE TOTAL			**$ 38,800.13**	**$ 38,800.13**	

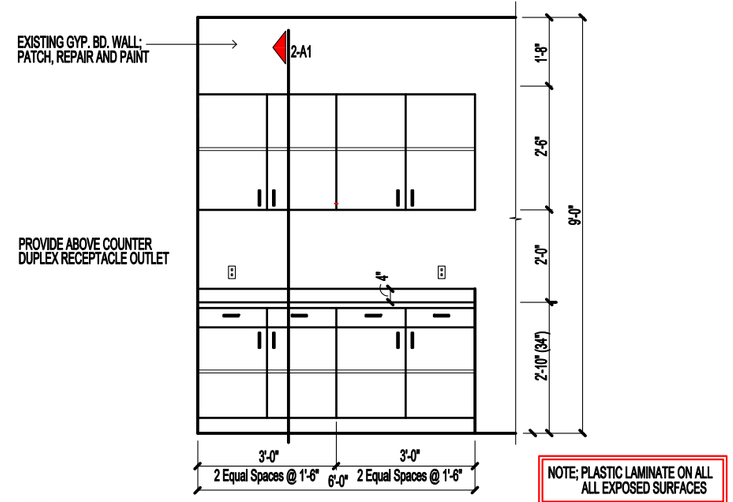


PROPOSED FLOOR PLAN FOR GRAND JURY & DEFENSE BAR CONFERENCE

Tim Curry Criminal Justice Center - 2nd Floor

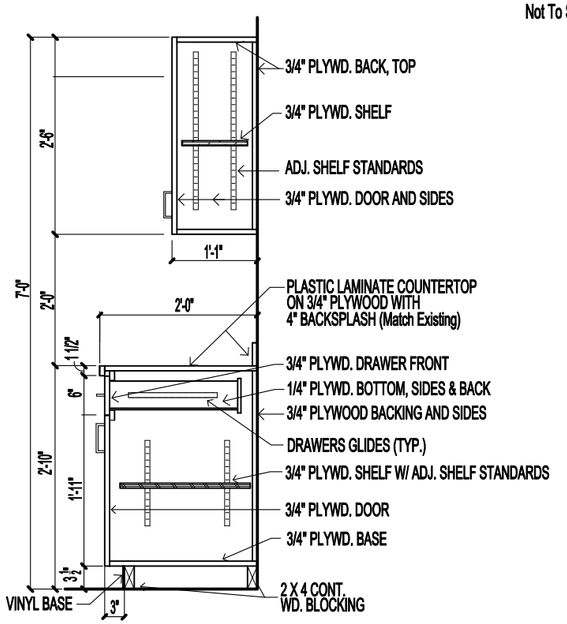
N.T.S.

NORTH



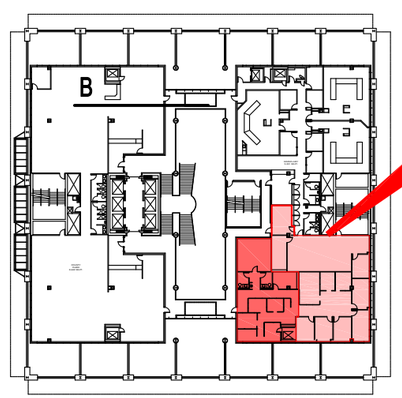
1 CABINET ELEVATION

Not To Scale



2 CABINET SECTION

Not To Scale



PROJECT LOCATION

NORTH

Tarrant County - Facilities Management
Construction Services
200 Taylor Street, Suite 344, Room 362
Fort Worth, Texas 76196
p: (817) 884-1502

PROPOSED FLOOR PLAN FOR GRAND JURY & LAWYERS LOUNGE
TIM CURRY CRIMINAL JUSTICE CENTER 2nd FLOOR

PROPOSED FLOOR PLAN, LOCATION PLAN

DRAWING NUMBER
tccjc2ndflrLawyrsloungeNov25

DATE: November 18, 2025

DRAWN BY: H.C.

SHEET NO.
A-1

Department	County District Attorney
Floor	2
Project	Grand Jury Restrooms (ADA)
Justification	Address ADA restroom items
Phase	3
Estimated Budget	$50,000.00

Scope:

- Renovation of restrooms 2034 and 2036. Includes new fixtures, restroom accessories, electrical and plumbing adjustments.

Purpose:

- Meet ADA requirements.

Grand Jury ADA Restrooms

Budget Estimate date **5/20/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			**$**	**-**
2. DEMOLITION / ABATEMENT			**$**	**-**
3. CONSTRUCTION COST OF THE BUILDING			**$**	**48,324.30**
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	1,098.20		
Openings	$	550.00		
Finishes	$	19,636.10		
Elevator	$	-		
Mechanical Systems	$	-		
Electrical Systems	$	3,140.00		
Plumbing Systems	$	16,200.00		
Special Equipment	$	7,700.00		
Low Voltage	$	-		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			**$**	**-**
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			**$**	**-**
6. OCCUPANCY EXPENSES			**$**	**-**
7. OWNER'S CONTINGENCY			**$**	**1,449.73**

Tarrant County Facilities Management

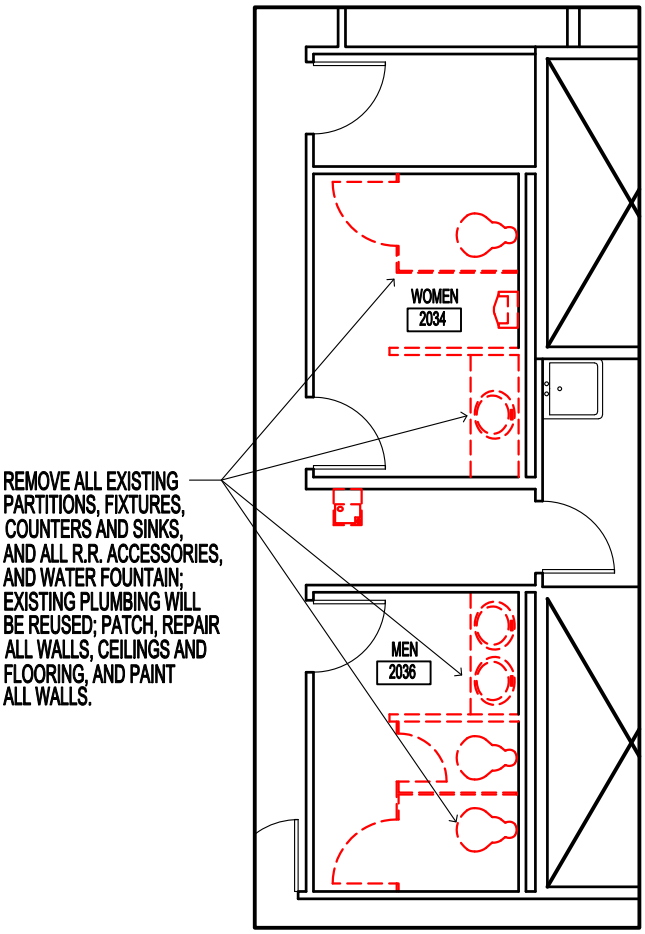
TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**49,774.02**

Grand Jury ADA Restrooms

5/20/2026 Generated by: Brad
Reviewed:

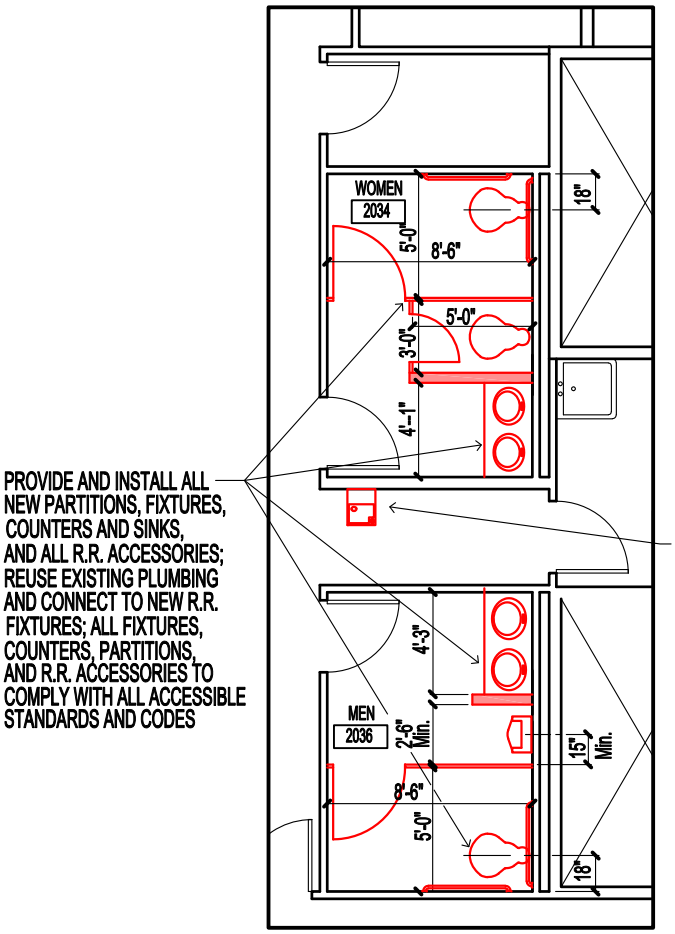
Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ -	
Demolition/ pad protect	0.00	sf	$ -		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 1,098.20	
Framing	20.00	lf	$ 265.10		move wall at womens door way , patch and repair as needed
Drywall	1120.00	sf surface area	$ 558.10		remove and replace with green rock
Insulation	0.00	sf surface area	$ -		
Hard Ceilings	1.00	each	$ 275.00		repair as needed
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 550.00	
Doors, Frames, Hardware	1.00	leaf	$ 550.00		Frame only
Storefront	0.00	sf	$ -		
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 19,636.10	
Tape, Bed, Plaster	560.00	sf	$ 30.80		
Paint	900.00	sf	$ 297.00		paint above wainscott and ceiling
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	0.00	each	$ -		
tile cove base	112.00	Sf	$ 1,108.80		
wall tile	560.00	Sf	$ 7,392.00		
floor tile	324.00	Sf	$ 7,128.00		
solid surface	33.00	Sf	$ 3,267.00		vanities
Millwork	15.00	LF upper/ lower	$ 412.50		materials for sub top
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ -	
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 3,140.00	
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		make safe tile demo and instal/ new fixtures at vanity
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	1.00	each	$ 1,500.00		
Labor- journeymand + helper	16.00	hr	$ 1,640.00		
			$ -		
Plumbing Systems			$ -	$ 16,200.00	
floor penetrations	0.00	each	$ -		does not include any for repairing existing leaks.
rough-in (piping,fittings, carriers)	2.00	LS	$ 5,500.00		
Fixtures and Trim	4.00	each	$ 2,200.00		
new water fountain with bottle filler	1.00	each	$ 2,750.00		new water fountain with bottle filler
Fire sprinkler	0.00	sf / heads	$ -		
Materials =10%	1.00	each	$ 1,650.00		
Labor- journeymand + helper	40.00	hr	$ 4,100.00		

Special Equipment					$ 7,700.00
Folding Partitions	0.00	lf	$ -		
toilet partitions	4.00	per fixture	$ 6,600.00		
toilet accessories	4.00	per fixture	$ 1,100.00		
fire extinguishers	0.00	each	$ -		
Maintenance Equipment	0.00		$ -		
Spare Parts / Attic Stock	0.00		$ -		
			$ -		
Low Voltage Systems					$ -
Building Systems and Equipment	0.00		$ -		
Data	0.00	locations drops	$ -		
Phones	0.00	locations drops	$ -		
Access Control / Security	0.00	relocate	$ -		
Audio / Visual	0.00	locations drops	$ -		
Hard Cost Construction Subtotal			$ 48,324.30	$	48,324.30
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$	-
4. Professional Services					$ -
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -		
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -		
Lab Design Consultant	0.00		$ -		
Geotechnical Survey	0.00		$ -		
Phase 1 / 2 Asbetos Surveys	0.00		$ -		
Inspections / Testing	0.00		$ -		
HVAC - Test and Balance	0.00		$ -		
Commissioning - LEED	0.00		$ -		
Document Reproduction	0.00		$ -		
5. Permits and Fees					$ -
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -		
City Permit Fees (Certificate of Occupancy)	0.00		$ -		
Impact Fee- Waste and Water	0.00		$ -		
Assessment - Natural Gas Service	0.00		$ -		
Assessment - Electrical Service	0.00		$ -		
			$ -		
6. Occupancy / Move In					$ -
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -		
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -		
			$ -		
			$ -		
			$ -		
Project Subtotal			**$ 48,324.30**	$	48,324.30
7. Contingency			$ 1,449.73	$	1,449.73
ESTIMATE TOTAL			**$ 49,774.02**	$	**49,774.02**



REMOVE ALL EXISTING PARTITIONS, FIXTURES, COUNTERS AND SINKS, AND ALL R.R. ACCESSORIES, AND WATER FOUNTAIN; EXISTING PLUMBING WILL BE REUSED; PATCH, REPAIR ALL WALLS, CEILINGS AND FLOORING, AND PAINT ALL WALLS.

DEMOLITION FLOOR PLAN



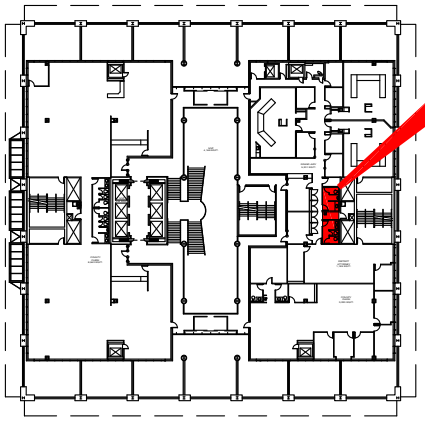
PROVIDE AND INSTALL ALL NEW PARTITIONS, FIXTURES, COUNTERS AND SINKS, AND ALL R.R. ACCESSORIES; REUSE EXISTING PLUMBING AND CONNECT TO NEW R.R. FIXTURES; ALL FIXTURES, COUNTERS, PARTITIONS, AND R.R. ACCESSORIES TO COMPLY WITH ALL ACCESSIBLE STANDARDS AND CODES

PROVIDE NEW WATER COOLER WITH WATER BOTTLE DISPENSER

RENOVATION FLOOR PLAN

GENERAL NOTES FOR RENOVATION WORK

1. PATCH / REPAIR FLOORS AS REQUIRED.
2. PATCH / REPAIR AND PAINT ALL WALLS AS REQUIRED.
3. REPAIR / REPLACE ALL CEILINGS, TILES & GRID AS REQ'D.
4. REPAIR / REPLACE HVAC / MECHANICAL AS REQUIRED.
5. REPLACE ALL LIGHTING / FIXTURES AS REQUIRED.
6. REUSE ALL EXISTING PLUMBING AND REROUTE TO NEW LOCATIONS.



PROJECT LOCATION

TIM CURRY CRIMINAL JUSTICE CENTER
2nd FLOOR, WOMENS RESTROOM 2034 & MENS RESTROOM 2036

RENOVATION OF WOMENS 2034 AND MENS 2036 RESTROOMS

Tim Curry Criminal Justice Center, 2nd Floor

NORTH

SCALE: 1/8"=1'-0"

Tarrant County - Facilities Management
Construction Services
200 Taylor Street, Suite 344, Room 362
Fort Worth, Texas 76196
p; (817) 884-1502

ACCESSIBLE RENOVATION FOR
WOMENS RESTROOM 2034 & MENS RESTROOM 2036
TIM CURRY CRIMINAL JUSTICE CENTER, 2nd FLOOR

FLOOR PLANS

DRAWN BY: H.C.
DATE: May 21, 2026
DWG. NUMBER tccjc4threnovMar26

SHEET NO. A-1
SHEETS 1 OF 1

Department	Defense Bar
Floor	2
Project	Conference Space - Relocate to 2nd Floor
Justification	Reorganization of TCCJC for efficiency
Phase	3
Estimated Budget	$12,000.00

Scope:

- Convert 2nd floor space to create lounge/breakroom space with consultation rooms for Defense Bar

Purpose:

- Consolidation of TCCJC while creating efficiency throughout the building

Defense Bar Conference Space Relocate to 2nd Floor

Budget Estimate date **5/19/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	-
3. CONSTRUCTION COST OF THE BUILDING			$	**11,247.49**
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	1,562.44		
Openings	$	4,824.25		
Finishes	$	308.00		
Elevator	$	-		
Mechanical Systems	$	1,592.80		
Electrical Systems	$	1,640.00		
Plumbing Systems	$	1,320.00		
Special Equipment	$	-		
Low Voltage	$	-		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	-
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	-
7. OWNER'S CONTINGENCY			$	**562.37**

Tarrant County Facilities Management

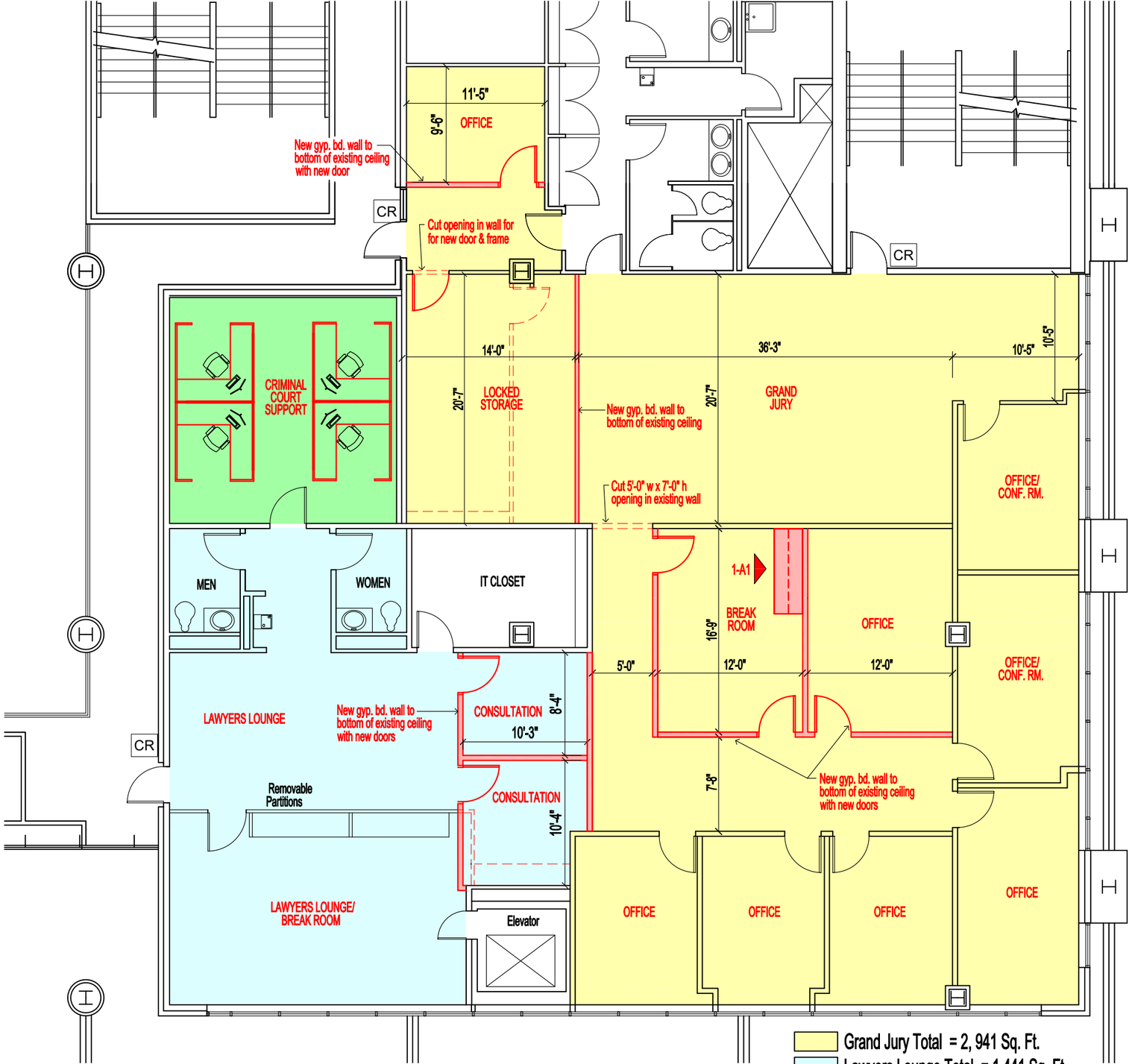
TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**11,809.86**

Defense Bar Conference Space Relocate to 2nd Floor

5/19/2026 Generated by: Brad
Reviewed:

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ -	demo existing walls and cabinetry.
Demolition/ pad protect	0.00	ea	$ -		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 1,562.44	construct walls as per design
Framing	40.00	lf	$ 530.20		
Drywall	800.00	sf surface area	$ 398.64		
Insulation	400.00	sf surface area	$ 633.60		
Acoustic Ceilings	0.00	each	$ -		
labor hrs	0.00	each	$ -		
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 4,824.25	
Doors, Frames, Hardware	2.00	leaf	$ 4,824.25		
Storefront	0.00	sf	$ -		
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 308.00	
Tape, Bed, Plaster	800.00	sf	$ 44.00		
Paint	800.00	sf	$ 264.00		
wall coverings	0.00	sf	$ -		
carpet / cove base	0.00	each	$ -		
tile cove base	0.00	Sf	$ -		
wall tile	0.00	Sf	$ -		
floor tile	0.00	Sf	$ -		
solid surface	0.00	Sf	$ -		
Millwork	0.00	LF upper/ lower	$ -		
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ 1,592.80	rework existing HVAC as needed per design
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	8.00	hr	$ 1,592.80		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 1,640.00	Make safe, add electrical as per design
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	16.00	hr	$ 1,640.00		
			$ -		
Plumbing Systems			$ -	$ 1,320.00	
floor penetrations	0.00	each	$ -		
rough-in (piping,fittings, carriers)	0.00	LS	$ -		
Fixtures and Trim	0.00	each	$ -		
Fire sprinkler		sf / heads	$ -		
Materials =10%	1.00	each	$ 500.00		rework fire sprinkler as needed.
Labor- journeymand + helper	8.00	hr	$ 820.00		

Special Equipment			$ -	
Folding Partitions	0.00	lf	$ -	
toilet partitions	0.00	per fixture	$ -	
toilet accessories	0.00	per fixture	$ -	
fire extinguishers	0.00	each	$ -	
Maintenance Equipment	0.00		$ -	
Spare Parts / Attic Stock	0.00		$ -	
			$ -	
Low Voltage Systems			$ -	
Building Systems and Equipment	0.00		$ -	
Data	0.00	locations drops	$ -	
Phones	0.00	locations drops	$ -	
Access Control / Security	0.00	relocate	$ -	
Audio / Visual	0.00	locations drops	$ -	
Hard Cost Construction Subtotal			$ 11,247.49	$ 11,247.49
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -
4. Professional Services			$ -	
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -	
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -	
Lab Design Consultant	0.00		$ -	
Geotechnical Survey	0.00		$ -	
Phase 1 / 2 Asbetos Surveys	0.00		$ -	
Inspections / Testing	0.00		$ -	
HVAC - Test and Balance	0.00		$ -	
Commissioning - LEED	0.00		$ -	
Document Reproduction	0.00		$ -	
5. Permits and Fees			$ -	
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -	
City Permit Fees (Certificate of Occupancy)	0.00		$ -	
Impact Fee- Waste and Water	0.00		$ -	
Assessment - Natural Gas Service	0.00		$ -	
Assessment - Electrical Service	0.00		$ -	
			$ -	
6. Occupancy / Move In			$ -	
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -	
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -	
			$ -	
			$ -	
			$ -	
Project Subtotal			**$ 11,247.49**	$ 11,247.49
7. Contingency			$ 562.37	$ 562.37
ESTIMATE TOTAL			**$ 11,809.86**	**$ 11,809.86**

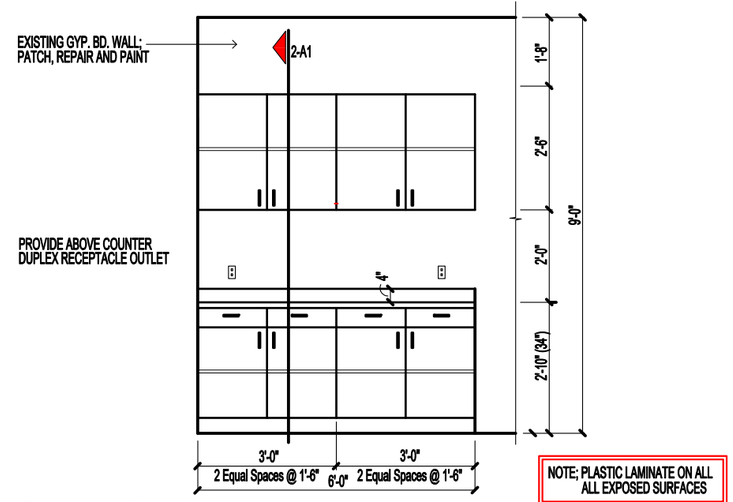


PROPOSED FLOOR PLAN FOR GRAND JURY & DEFENSE BAR CONFERENCE

Tim Curry Criminal Justice Center - 2nd Floor

N.T.S.

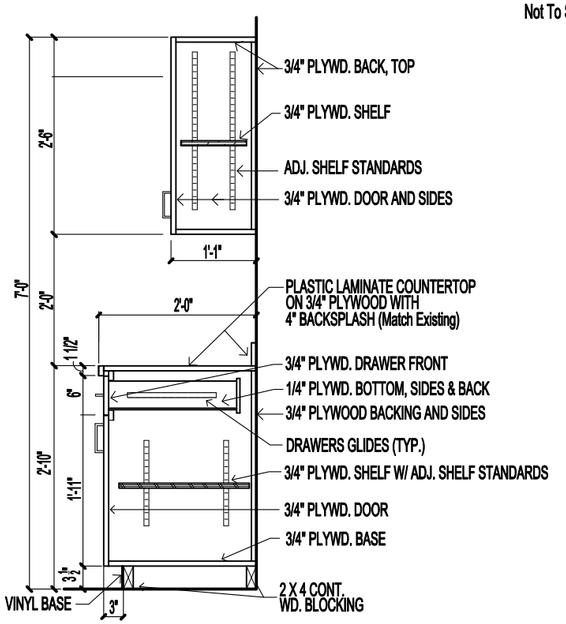
NORTH



NOTE; PLASTIC LAMINATE ON ALL ALL EXPOSED SURFACES

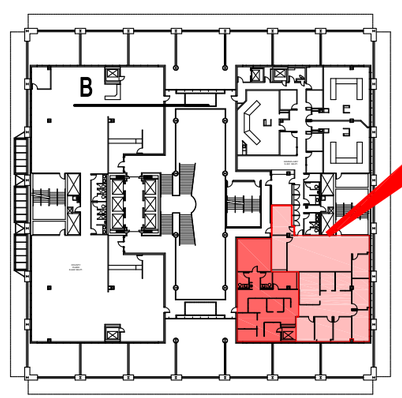
1 CABINET ELEVATION

Not To Scale



2 CABINET SECTION

Not To Scale



PROJECT LOCATION

NORTH

Tarrant County - Facilities Management
Construction Services
200 Taylor Street, Suite 344, Room 362
Fort Worth, Texas 76196
p: (817) 884-1502

PROPOSED FLOOR PLAN FOR GRAND JURY & LAWYERS LOUNGE
TIM CURRY CRIMINAL JUSTICE CENTER 2nd FLOOR

PROPOSED FLOOR PLAN, LOCATION PLAN

DRAWING NUMBER
tccjc2ndflrLawyrsloungeNov25

DATE: November 18, 2025

DRAWN BY: H.C.

SHEET NO.
A-1

Department	County Clerk (Civil)
Floor	2
Project	Suite 2061 - Transaction Desk
Justification	Reorganization of TCCJC for efficiency
Phase	4
Estimated Budget	$58,000.00

Scope:

- Reconfigure cubicles
- Revise and replace transaction counters with windows
- Create cash cage
- Creation of Supervisors Office

Purpose:

- Consolidation of TCCJC while creating efficiency throughout the building

Budget:

- Construction costs estimated at $58,000.00; furniture costs estimated at $122,000.00. Total estimated investment is $180,000.00.

TCCJC Civil Clerk Reconfiguration

Budget Estimate date **4/8/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	360.00
3. CONSTRUCTION COST OF THE BUILDING			$	54,753.96
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	4,296.71		
Openings	$	22,296.25		
Finishes	$	15,811.00		
Elevator	$	-		
Mechanical Systems	$	-		
Electrical Systems	$	5,750.00		
Plumbing Systems	$	-		
Special Equipment	$	6,600.00		
Low Voltage	$	-		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	-
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	-
7. OWNER'S CONTINGENCY			$	2,755.70

Tarrant County Facilities Management

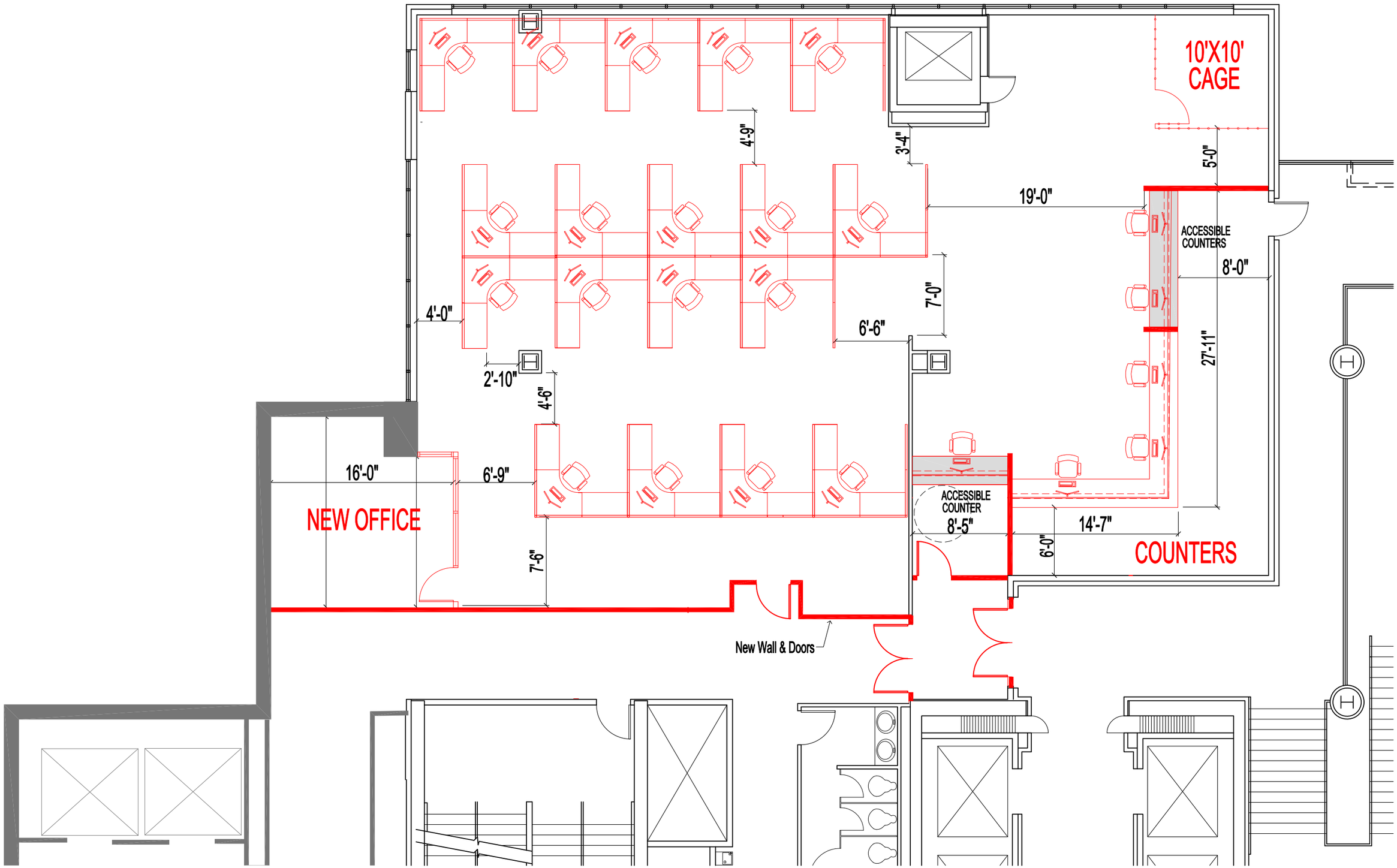
TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**57,869.66**

Suite 2061 - Transaction Desk

4/8/2026 Generated by: Brad
Reviewed:

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ 360.00	
Demolition/ pad protect	200.00	sf	$ 360.00		protect existing areas
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 4,296.71	
Framing	110.00	lf	$ 1,458.05		
Drywall	2200.00	sf surface area	$ 1,096.26		
Insulation	1100.00	sf surface area	$ 1,742.40		
Acoustic Ceilings	0.00	each	$ -		
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 22,296.25	
Doors, Frames, Hardware	2.00	leaf	$ 4,824.25		not sure on doors. What is included in elevator project.
Storefront	182.00	sf	$ 17,472.00		sneez guard approx 3' above counter with continuouse transaction.
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
Finishes				$ 15,811.00	
Tape, Bed, Plaster	2200.00	sf	$ 121.00		
Paint	2200.00	sf	$ 726.00		
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	0.00	each	$ -		
tile	0.00	Sf	$ -		
solid surface	116.00	Sf	$ 12,528.00		
Millwork	58.00	LF upper/ lower	$ 2,436.00		work station counters
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ -	
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 5,750.00	
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	1.00	each	$ 625.00		
Labor- journeymand + helper	40.00	hr	$ 5,125.00		reworkd electrical as needed. Construction and cubicles
			$ -		
Plumbing Systems			$ -	$ -	
floor penetrations	0.00	each	$ -		
rough-in (piping,fittings, carriers)	0.00	LS	$ -		
Fixtures and Trim	0.00	each	$ -		
Fire sprinkler	0.00	sf / heads	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		

Special Equipment				$ 6,600.00	
Folding Partitions	1.00	each	$ 6,600.00		12x12 cage grainger product.
toilet partitions	0.00	per fixture	$ -		
toilet accessories	0.00	per fixture	$ -		
fire extinguishers	0.00	each	$ -		
Maintenance Equipment	0.00		$ -		
Spare Parts / Attic Stock	0.00		$ -		
			$ -		
Low Voltage Systems				$ -	
Building Systems and Equipment	0.00		$ -		
Data	0.00	locations drops	$ -		
Phones	0.00	locations drops	$ -		
Access Control / Security	0.00	relocate	$ -		
Audio / Visual	0.00	locations drops	$ -		
Hard Cost Construction Subtotal			$ 55,113.96	$ 55,113.96	
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -	
4. Professional Services				$ -	
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -		
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -		
Lab Design Consultant	0.00		$ -		
Geotechnical Survey	0.00		$ -		
Phase 1 / 2 Asbetos Surveys	0.00		$ -		
Inspections / Testing	0.00		$ -		
HVAC - Test and Balance	0.00		$ -		
Commissioning - LEED	0.00		$ -		
Document Reproduction	0.00		$ -		
5. Permits and Fees				$ -	
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -		
City Permit Fees (Certificate of Occupancy)	0.00		$ -		
Impact Fee- Waste and Water	0.00		$ -		
Assessment - Natural Gas Service	0.00		$ -		
Assessment - Electrical Service	0.00		$ -		
			$ -		
6. Occupancy / Move In				$ -	
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -		
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -		
			$ -		
			$ -		
			$ -		
Project Subtotal			**$ 55,113.96**	$ 55,113.96	
7. Contingency			$ 2,755.70	$ 2,755.70	
ESTIMATE TOTAL			**$ 57,869.66**	**$ 57,869.66**	


10'X10'
CAGE
4'-9"
3'-4"
19'-0"
5'-0"
ACCESSIBLE
COUNTERS
8'-0"
4'-0"
7'-0"
6'-6"
2'-10"
4'-6"
27'-11"
16'-0"
6'-9"
NEW OFFICE
7'-6"
ACCESSIBLE
COUNTER
8'-5"
14'-7"
6'-0"
COUNTERS
New Wall & Doors

Department	County Clerk
Floor	2
Project	Address ADA Restroom - 2058 and 2059
Justification	Address ADA restroom items
Phase	4
Estimated Budget	$50,000.00

Scope:

- Renovate restrooms (2058 and 2059) in County Clerk suite to meet ADA requirements. Includes new fixtures, restroom accessories, electrical and plumbing adjustments.

Purpose:

- Meet ADA requirements.

Address ADA Restroom - 2058 and 2059

Budget Estimate date **5/20/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	-
3. CONSTRUCTION COST OF THE BUILDING			$	**48,324.30**
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	1,098.20		
Openings	$	550.00		
Finishes	$	19,636.10		
Elevator	$	-		
Mechanical Systems	$	-		
Electrical Systems	$	3,140.00		
Plumbing Systems	$	16,200.00		
Special Equipment	$	7,700.00		
Low Voltage	$	-		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	-
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	-
7. OWNER'S CONTINGENCY			$	**1,449.73**

Tarrant County Facilities Management

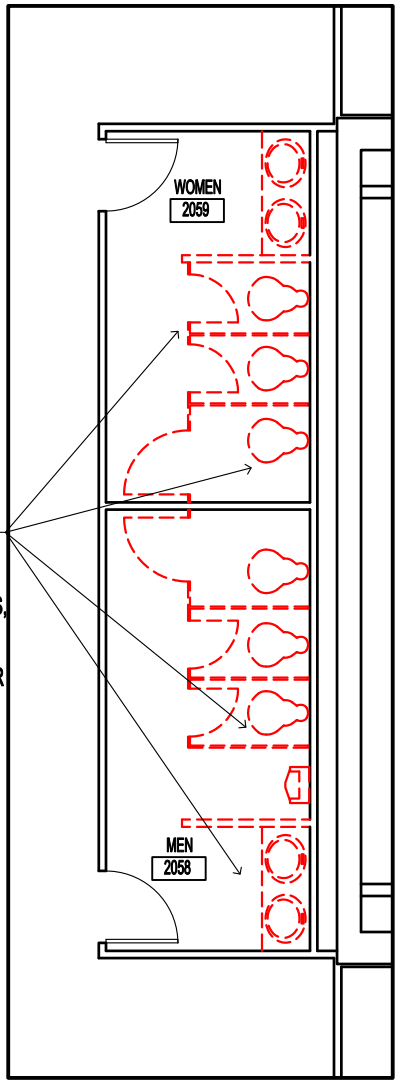
TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**49,774.02**

Address ADA Restroom - 2058 and 2059

5/20/2026 Generated by: Brad
Reviewed:

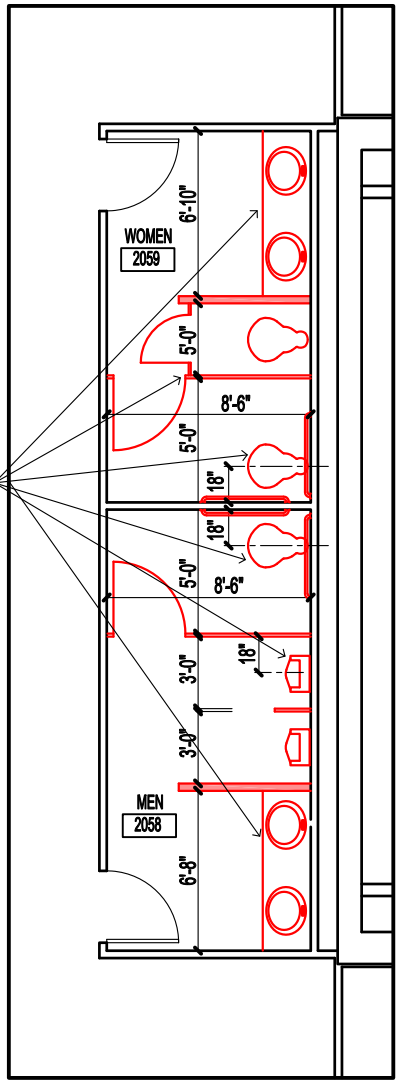
Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ -	
Demolition/ pad protect	0.00	sf	$ -		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 1,098.20	
Framing	20.00	lf	$ 265.10		move wall at womens door way , patch and repair as needed
Drywall	1120.00	sf surface area	$ 558.10		remove and replace with green rock
Insulation	0.00	sf surface area	$ -		
Hard Ceilings	1.00	each	$ 275.00		repair as needed
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 550.00	
Doors, Frames, Hardware	1.00	leaf	$ 550.00		Frame only
Storefront	0.00	sf	$ -		
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 19,636.10	
Tape, Bed, Plaster	560.00	sf	$ 30.80		
Paint	900.00	sf	$ 297.00		paint above wainscott and ceiling
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	0.00	each	$ -		
tile cove base	112.00	Sf	$ 1,108.80		
wall tile	560.00	Sf	$ 7,392.00		
floor tile	324.00	Sf	$ 7,128.00		
solid surface	33.00	Sf	$ 3,267.00		vanities
Millwork	15.00	LF upper/ lower	$ 412.50		materials for sub top
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ -	
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 3,140.00	
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		make safe tile demo and instal/ new fixtures at vanity
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	1.00	each	$ 1,500.00		
Labor- journeymand + helper	16.00	hr	$ 1,640.00		
			$ -		
Plumbing Systems			$ -	$ 16,200.00	
floor penetrations	0.00	each	$ -		does not include any for repairing existing leaks.
rough-in (piping,fittings, carriers)	2.00	LS	$ 5,500.00		
Fixtures and Trim	4.00	each	$ 2,200.00		
new water fountain with bottle filler	1.00	each	$ 2,750.00		new water fountain with bottle filler
Fire sprinkler	0.00	sf / heads	$ -		
Materials =10%	1.00	each	$ 1,650.00		

Labor- journeymand + helper	40.00	hr	$ 4,100.00	
Special Equipment				$ 7,700.00
Folding Partitions	0.00	lf	$ -	
toilet partitions	4.00	per fixture	$ 6,600.00	
toilet accessories	4.00	per fixture	$ 1,100.00	
fire extinguishers	0.00	each	$ -	
Maintenance Equipment	0.00		$ -	
Spare Parts / Attic Stock	0.00		$ -	
			$ -	
Low Voltage Systems				$ -
Building Systems and Equipment	0.00		$ -	
Data	0.00	locations drops	$ -	
Phones	0.00	locations drops	$ -	
Access Control / Security	0.00	relocate	$ -	
Audio / Visual	0.00	locations drops	$ -	
Hard Cost Construction Subtotal			$ 48,324.30	$ 48,324.30
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -
4. Professional Services				$ -
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -	
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -	
Lab Design Consultant	0.00		$ -	
Geotechnical Survey	0.00		$ -	
Phase 1 / 2 Asbetos Surveys	0.00		$ -	
Inspections / Testing	0.00		$ -	
HVAC - Test and Balance	0.00		$ -	
Commissioning - LEED	0.00		$ -	
Document Reproduction	0.00		$ -	
5. Permits and Fees				$ -
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -	
City Permit Fees (Certificate of Occupancy)	0.00		$ -	
Impact Fee- Waste and Water	0.00		$ -	
Assessment - Natural Gas Service	0.00		$ -	
Assessment - Electrical Service	0.00		$ -	
			$ -	
6. Occupancy / Move In				$ -
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -	
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -	
			$ -	
			$ -	
			$ -	
Project Subtotal			**$ 48,324.30**	$ 48,324.30
7. Contingency			$ 1,449.73	$ 1,449.73
ESTIMATE TOTAL			**$ 49,774.02**	**$ 49,774.02**



REMOVE ALL EXISTING PARTITIONS, FIXTURES, COUNTERS AND SINKS, AND ALL R.R. ACCESSORIES, AND WATER FOUNTAIN; EXISTING PLUMBING WILL BE REUSED; PATCH, REPAIR ALL WALLS, CEILINGS AND FLOORING, AND PAINT ALL WALLS.

DEMOLITION FLOOR PLAN

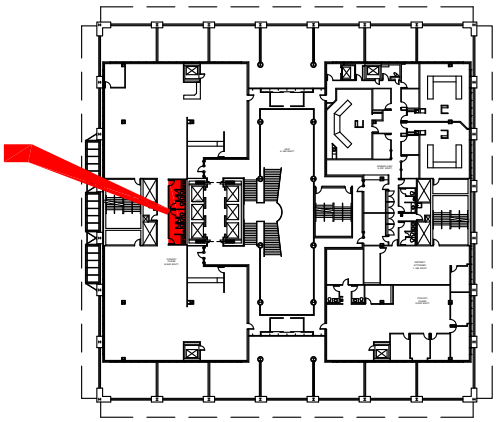


PROVIDE AND INSTALL ALL NEW PARTITIONS, FIXTURES, COUNTERS AND SINKS, AND ALL R.R. ACCESSORIES; REUSE EXISTING PLUMBING AND CONNECT TO NEW R.R. FIXTURES; ALL FIXTURES, COUNTERS, PARTITIONS, AND R.R. ACCESSORIES TO COMPLY WITH ALL ACCESSIBLE STANDARDS AND CODES

RENOVATION FLOOR PLAN

PROJECT LOCATION

TIM CURRY CRIMINAL JUSTICE CENTER
2nd FLOOR, MENS RESTROOM 2058 &
WOMENS RESTROOM 2059



RENOVATION OF MENS 2058 AND WOMENS 2059 RESTROOMS

Tim Curry Criminal Justice Center, 2nd Floor

NORTH

SCALE: 1/8"=1'-0"

Tarrant County - Facilities Management
Construction Services
200 Taylor Street, Suite 344, Room 362
Fort Worth, Texas 76196
p; (817) 884-1502

ACCESSIBLE RENOVATION FOR
MENS RESTROOM 2058 & WOMENS RESTROOM 2059
TIM CURRY CRIMINAL JUSTICE CENTER, 2nd FLOOR

FLOOR PLANS

DRAWN BY: H.C.

DATE: May 21, 2026

DWG. NUMBER tccjc4threnovMar26

SHEET NO. A-1

SHEETS 1 OF 1

Level 3 Current

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	412 S.F.
COMMON	3,270 S.F.
MAJOR VERTICAL PENETRATION (MVP)	3,106 S.F.
DISTRICT CLERKS	14,200 S.F.
DISTRICT ATTORNEY	8,949 S.F.
LEVEL 3 NET	29,937 S.F.
LEVEL 3 GROSS	30,626 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 3 FLOOR PLAN

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002
REVISIONS:
1) 04/01/2002 AREA ADDITIONS
2) 07/02/2008 DWI REVISIONS
3) 08/05/2008 DWI REVISIONS
4) 07/14/2009 Plan Updates Dist. Clerk
5) 12/05/2014 Plan Update
6) 12/15/2015 Plan Update
7) 09/19/2017 Conditioned Spaces Tab
8) 02/14/2018 Plan Update
9) 01/09/2019 Plan Update
10) 03/12/2021 CDA Update Add Offices

FLOOR PLAN
SHEET
OF 13 SHEETS

FILE NAME:02 12/12/2001
UPDATE LOG:

Level 3 Proposed

District Clerk consolidates, modify transactions

Public Restrooms are ADA Compliant at this time

District Clerk Offices (upstairs)
Move in - consolidated- New secure desk needed

Update and secure transaction desks

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	412 S.F.
COMMON	3,270 S.F.
MAJOR VERTICAL PENETRATION (MVP)	3,106 S.F.
DISTRICT CLERKS	14,200 S.F.
DISTRICT ATTORNEY	8,949 S.F.
LEVEL 3 NET	29,937 S.F.
LEVEL 3 GROSS	30,626 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 3 FLOOR PLAN

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002
REVISIONS:
1) 04/01/2002 AREA ADDITIONS
2) 07/02/2008 DWI REVISIONS
3) 08/05/2008 DWI REVISIONS
4) 07/14/2009 Plan Updates Dist. Clerk
5) 12/05/2014 Plan Update
6) 12/15/2015 Plan Update
7) 09/19/2017 Conditioned Spaces Tab
8) 02/14/2018 Plan Update
9) 01/09/2019 Plan Update
10) 03/12/2021 CDA Update Add Offices

FLOOR PLAN

SHEET

OF 13 SHEETS

FILE NAME: 02 12/12/2001
UPDATE LOG:

Department	District Clerk
Floor	3
Project	Suite 3016 – Transaction Desk
Justification	Modifications to District Clerk suite for increased security and efficiency, and ADA compliance
Phase	5
Estimated Budget	$45,000.00

Scope:

- Modifications to reception area (3016) to include new counter with safety glass, ensuring employee safety and ADA compliance with counter heights. Changes to layout and cubicle purchase for suite 3024 to increase space efficiency.

Purpose:

- Increase security for District Clerk staff while meeting ADA requirements. Consolidation of TCCJC while creating efficiency throughout the building

Budget:

- Construction costs estimated at $45,000.00; furniture for suite 3024 estimated at $277,000.00. Total estimated investment is $322,000.00.

District Clerk Room 3024 Renovation

Budget Estimate date **3/26/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	600.00
3. CONSTRUCTION COST OF THE BUILDING			$	27,363.26
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	2,187.42		
Openings	$	13,464.25		
Finishes	$	4,711.60		
Elevator	$	-		
Mechanical Systems	$	-		
Electrical Systems	$	7,000.00		
Plumbing Systems	$	-		
Special Equipment	$	-		
Low Voltage	$	-		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	-
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	276,750.00
7. OWNER'S CONTINGENCY			$	15,235.66

Tarrant County Facilities Management

TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**319,948.93**

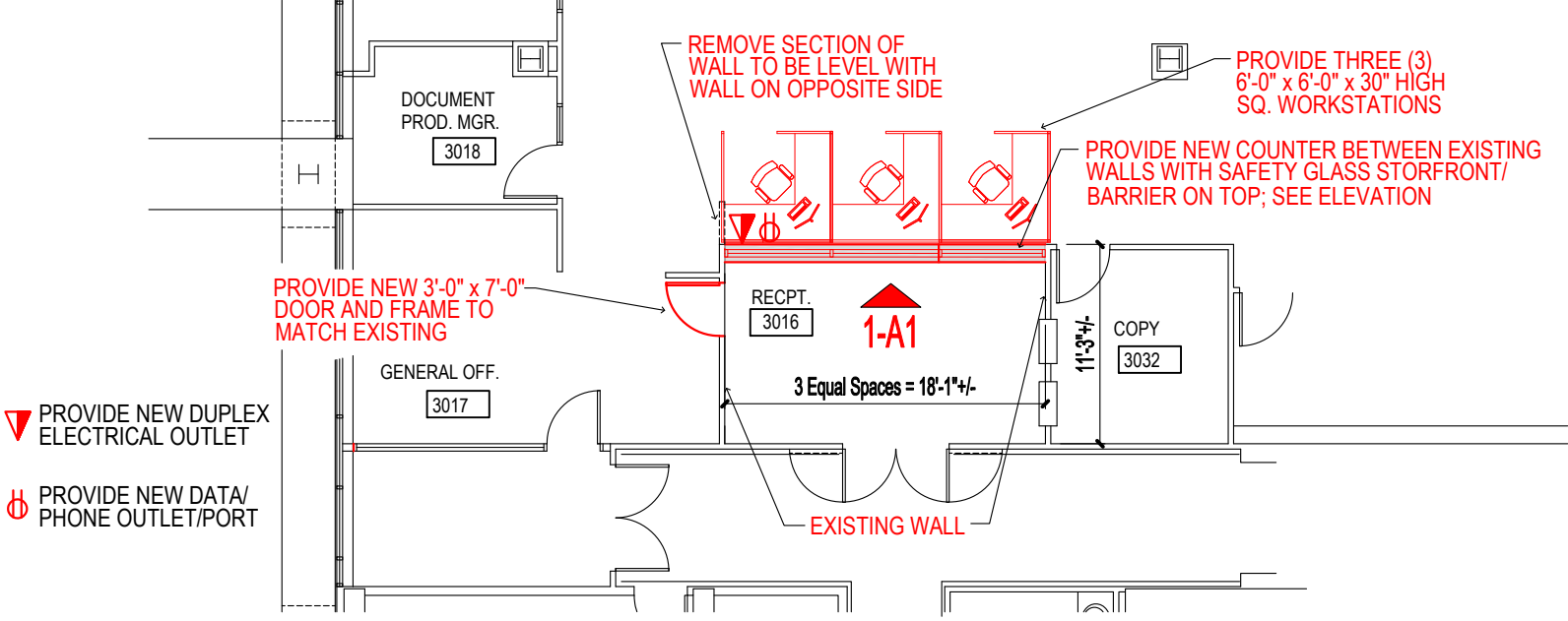
District Clerk Room 3024 Renovation

3/26/2026 Generated by: Brad

40 Reviewed:

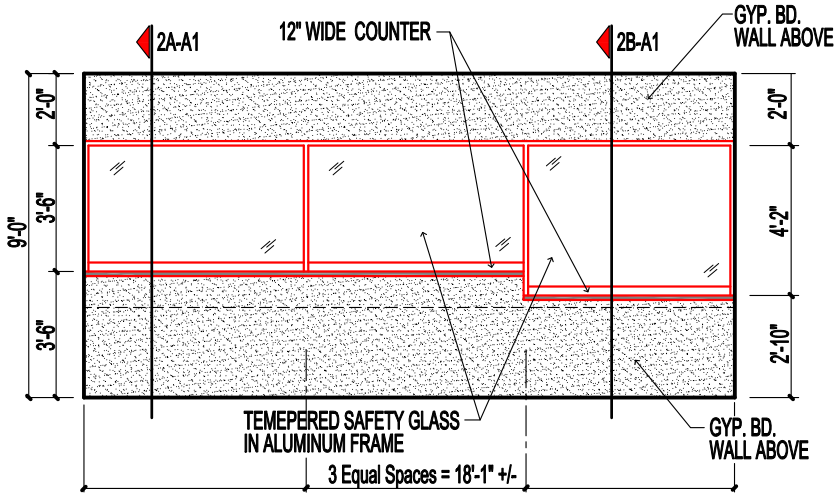
Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ 600.00	
Demolition/ pad protect	1.00	sf	$ 600.00		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 2,187.42	construct walls, new door openings, soffit, transaction counter.
Framing	56.00	lf	$ 742.28		
Drywall	1120.00	sf surface area	$ 558.10		
Insulation	560.00	sf surface area	$ 887.04		
Acoustic Ceilings	0.00	each	$ -		
labor hrs	0.00	each	$ -		
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 13,464.25	
Doors, Frames, Hardware	2.00	leaf	$ 4,824.25		
Storefront	90.00	sf	$ 8,640.00		
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 4,711.60	
Tape, Bed, Plaster	1120.00	sf	$ 61.60		
Paint	1120.00	sf	$ 369.60		
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	0.00	each	$ -		
tile cove base	0.00	Sf	$ -		
wall tile	0.00	Sf	$ -		
floor tile	0.00	Sf	$ -		
solid surface	24.00	Sf	$ 2,592.00		transaction counter
Millwork	18.00	LF upper/ lower	$ 1,688.40		work stations
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ -	
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 7,000.00	
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	1.00	each	$ 1,875.00		supply new power poles
Labor- journeymand + helper	40.00	hr	$ 5,125.00		rework electrical as transaction counters and install power poles for new work stations.
			$ -		
Plumbing Systems			$ -	$ -	
floor penetrations	0.00	each	$ -		
rough-in (piping,fittings, carriers)	0.00	LS	$ -		
Fixtures and Trim	0.00	each	$ -		
Fire sprinkler	0.00	sf / heads	$ -		

Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		
Special Equipment				$ -	
Folding Partitions	0.00	lf	$ -		
toilet partitions	0.00	per fixture	$ -		
toilet accessories	0.00	per fixture	$ -		
fire extinguishers	0.00	each	$ -		
Maintenance Equipment	0.00		$ -		
Spare Parts / Attic Stock	0.00		$ -		
			$ -		
Low Voltage Systems				$ -	
Building Systems and Equipment	0.00		$ -		
Data	0.00	locations drops	$ -		
Phones	0.00	locations drops	$ -		
Access Control / Security	0.00	relocate	$ -		
Audio / Visual	0.00	locations drops	$ -		
Hard Cost Construction Subtotal			$ 27,963.26	$ 27,963.26	
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -	
4. Professional Services				$ -	
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -		
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -		
Lab Design Consultant	0.00		$ -		
Geotechnical Survey	0.00		$ -		
Phase 1 / 2 Asbetos Surveys	0.00		$ -		
Inspections / Testing	0.00		$ -		
HVAC - Test and Balance	0.00		$ -		
Commissioning - LEED	0.00		$ -		
Document Reproduction	0.00		$ -		
5. Permits and Fees				$ -	
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -		
City Permit Fees (Certificate of Occupancy)	0.00		$ -		
Impact Fee- Waste and Water	0.00		$ -		
Assessment - Natural Gas Service	0.00		$ -		
Assessment - Electrical Service	0.00		$ -		
			$ -		
6. Occupancy / Move In				$ 276,750.00	
Furnishings, fixtures, and Equipment- Acquisition	38.00	spaces	$ 228,000.00		4,800 per unit per Anthony
Furnishings, Fixtures, and Equipment- Move-Out/Move In	6.00	spaces	$ 48,750.00		6,500 per unit per Anthony
			$ -		
			$ -		
			$ -		
Project Subtotal			**$ 304,713.26**	$ 304,713.26	
7. Contingency			$ 15,235.66	$ 15,235.66	
ESTIMATE TOTAL			**$ 319,948.93**	**$ 319,948.93**	



FLOOR PLAN (3 Transaction Windows)

SCALE; 3/16"=1'-0"

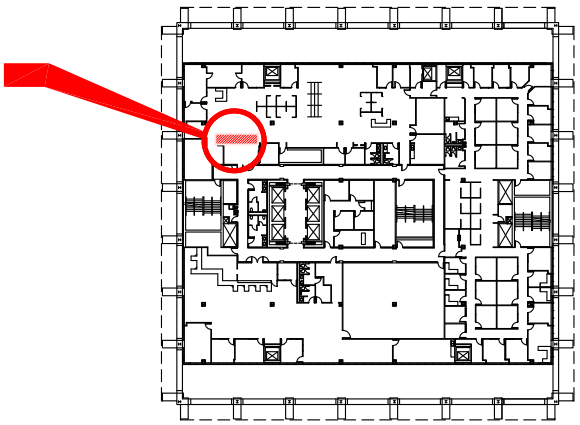


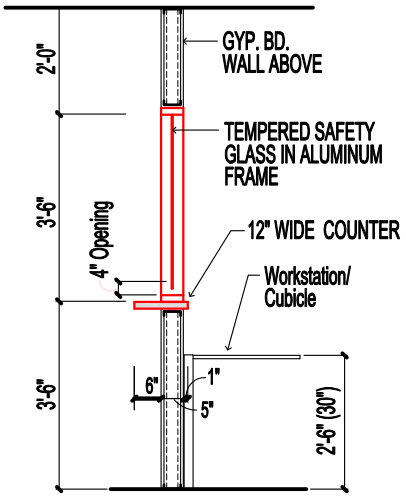
1 TRANSACTION WINDOWS ELEVATION (3 Transaction Windows)

SCALE; 3/16"=1'-0"

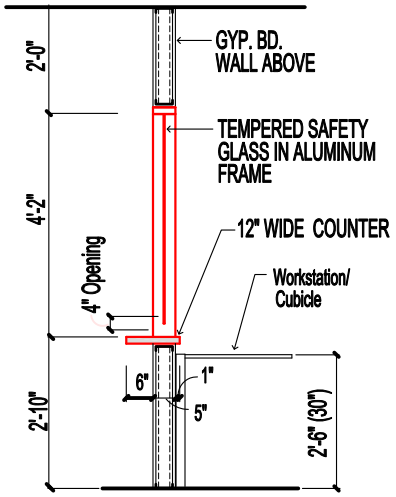
PROJECT LOCATION

Tim Curry Criminal Justice Center
3rd Floor, Northwest Corner





Ⓐ Standard Counters (2)

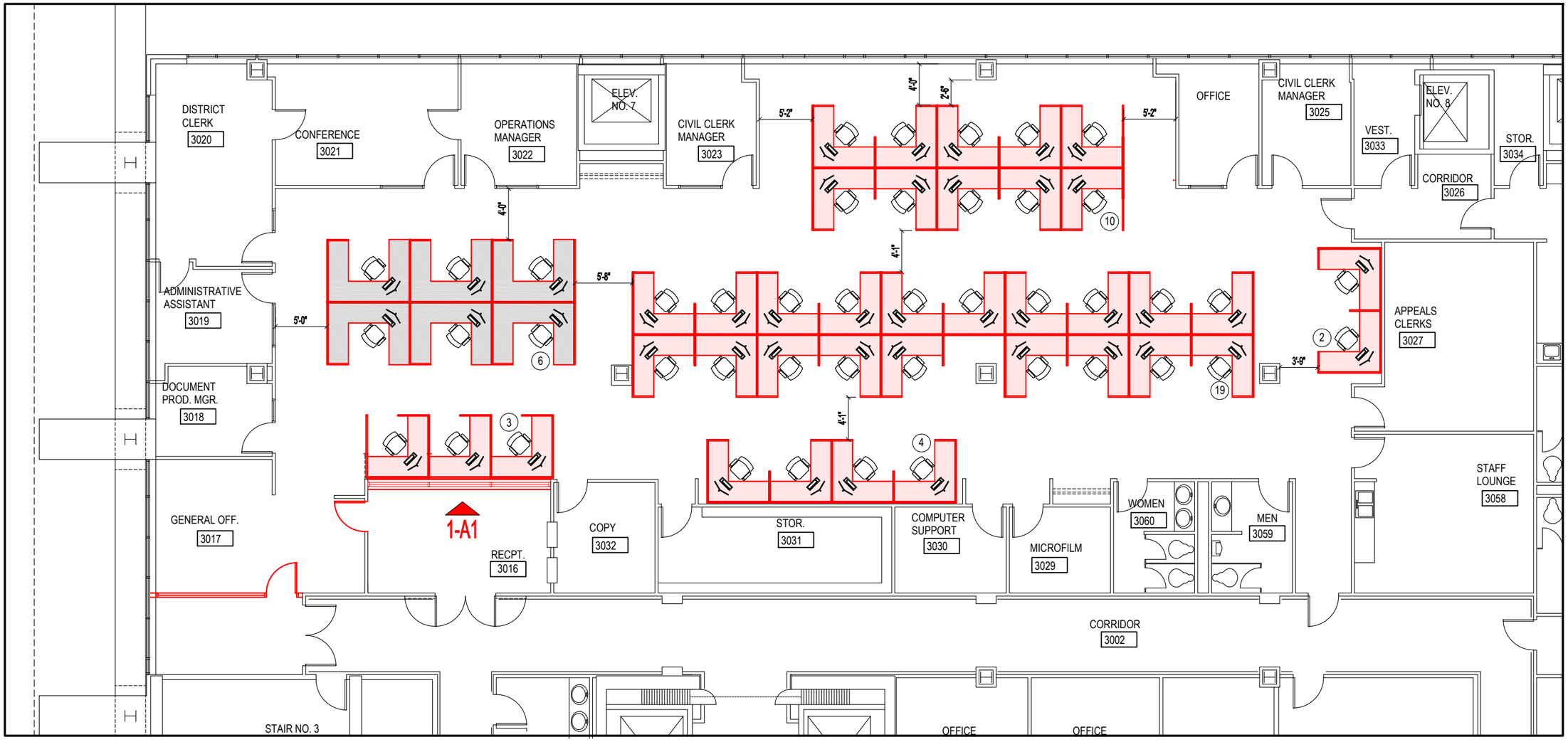


Ⓑ Accessible Counter (1)

2 COUNTERS / WINDOWS WALL SECTIONS

NOT TO SCALE

Tarrant County - Facilities Management Construction Services 200 Taylor Street, Suite 344, Rm. 363 Fort Worth, Texas 76196 p; (817) 884-1502	STOREFRONT SAFETY BARRIER COUNTER FOR DISTRICT CLERK JUSTICE CENTER 3rd FLOOR FLOOR PLAN, INTERIOR ELEVATION, WALL/COUNTER SECTIONS, LOCATION PLAN	DRAWN BY: H.C. DATE: April 21, 2026 DWG. NUMBER tccjc3rdflrDistClrkwind	SHEET NO. A-1 SHEETS 1 OF 1

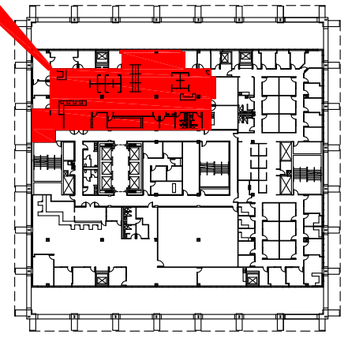


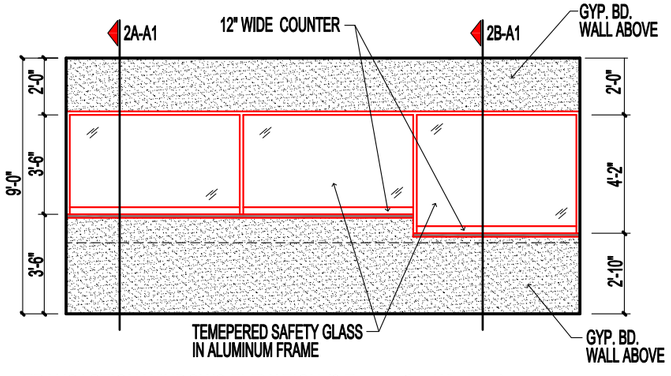
FLOOR PLAN; Northwest Area (3 Transaction Windows)

SCALE; 3/32"=1'-0"

38 6'-0" x 6'-0" Sq. Workstations 6 6'-0" x 8'-0" Workstations

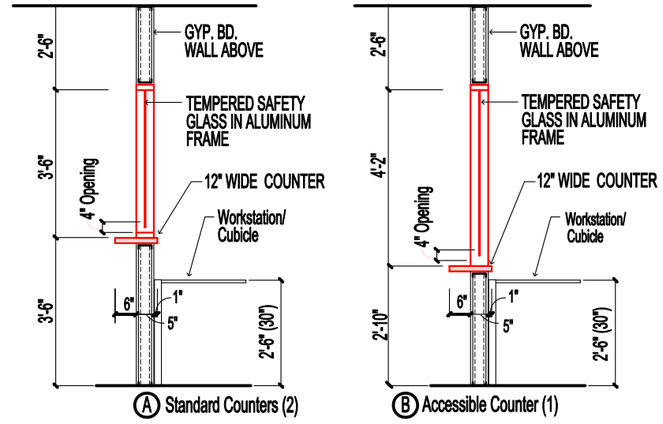
PROJECT LOCATION
Tim Curry Criminal Justice Center
3rd Floor, Northwest Corner





1 TRANSACTION WINDOWS ELEVATION (3 Transaction Windows)

SCALE; 3/16"=1'-0"



2 COUNTERS / WINDOWS WALL SECTIONS

NOT TO SCALE

Tarrant County - Facilities Management
Construction Services
200 Taylor Street, Suite 344, Room 362
Fort Worth, Texas 76196
p: (817) 884-1502

DISTRICT CLERK RENOVATION AND WORKSTATION ADDITIONS
TIM CURRY CRIMINAL JUSTICE CENTER 4TH FLOOR

FLOOR PLAN, ELEVATION, WALL SECTIONS, PROJECT LOCATION

DRAWING NUMBER
tccjc 4thflr distclrk workstat Mar26

DATE: April 21, 2026 (Opt.A)

DRAWN BY: H.C.

SHEET NO.
A-1
1 OF 1 SHEETS

Department	District Clerk
Floor	3
Project	Suite 3095 – Transaction Desk
Justification	Reorganization of TCCJC for efficiency
Phase	6
Estimated Budget	$45,000.00

Scope:

- Modifications to reception area (3095) to include new counter with safety glass, ensuring employee safety and ADA compliance with counter heights. Changes to layout and cubicle purchase for suite 3087 to increase space efficiency.

Purpose:

- Increase security for District Clerk staff while meeting ADA requirements. Consolidation of TCCJC while creating efficiency throughout the building

Budget:

- Construction costs estimated at $45,000.00; furniture for suite 3087 estimated at $160,000.00. Total estimated investment is $205,000.00.

District Clerk Room 3087 Renovation

Budget Estimate date **3/26/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	600.00
3. CONSTRUCTION COST OF THE BUILDING			$	34,693.78
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	2,343.66		
Openings	$	22,572.12		
Finishes	$	4,998.00		
Elevator	$	-		
Mechanical Systems	$	-		
Electrical Systems	$	4,780.00		
Plumbing Systems	$	-		
Special Equipment	$	-		
Low Voltage	$	-		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	-
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	159,250.00
7. OWNER'S CONTINGENCY			$	9,727.19

Tarrant County Facilities Management

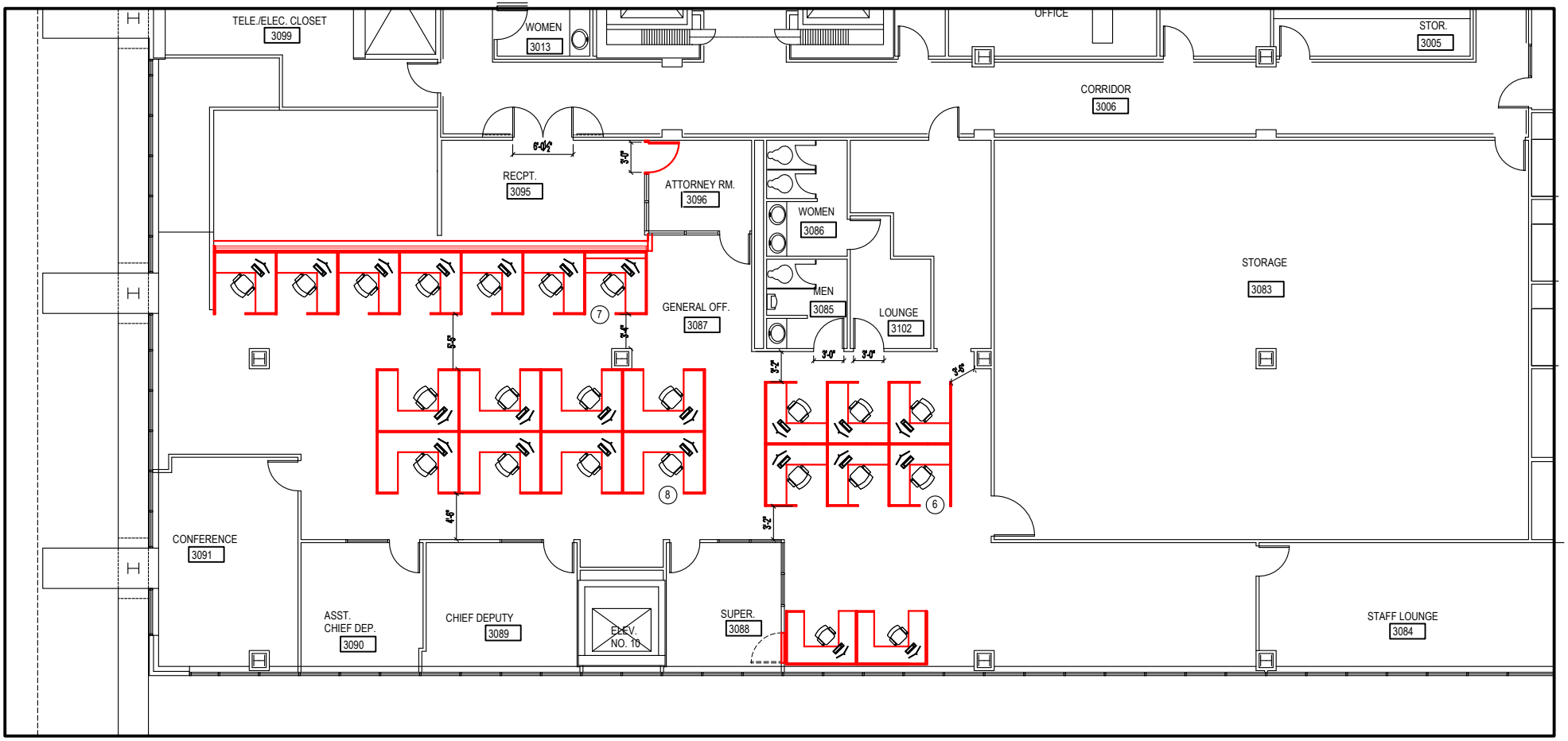
TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**204,270.97**

District Clerk Room 3087 Renovation

3/26/2026 Generated by: Brad
Reviewed:

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ 600.00	
Demolition/ pad protect	1.00	sf	$ 600.00		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 2,343.66	Construct pony wall, and soffit for transaction counters and wall at end
Framing	60.00	lf	$ 795.30		
Drywall	1200.00	sf surface area	$ 597.96		
Insulation	600.00	sf surface area	$ 950.40		
Acoustic Ceilings	0.00	each	$ -		
labor hrs	0.00	each	$ -		
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 22,572.12	
Doors, Frames, Hardware	1.00	leaf	$ 2,412.12		
Storefront	210.00	sf	$ 20,160.00		transaction windows
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 4,998.00	
Tape, Bed, Plaster	1200.00	sf	$ 66.00		
Paint	1200.00	sf	$ 396.00		
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	0.00	each	$ -		
tile cove base	0.00	Sf	$ -		
wall tile	0.00	Sf	$ -		
floor tile	0.00	Sf	$ -		
solid surface	42.00	Sf	$ 4,536.00		transaction counter
Millwork	0.00	LF upper/ lower	$ -		
Elevator			$ -	$ -	
Mechanical Systems				$ -	
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 4,780.00	
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	1.00	each	$ 1,500.00		supply power poles for furniture and install whips
Labor- journeymand + helper	32.00	hr	$ 3,280.00		rework electrical at new transaction counters
			$ -		
Plumbing Systems			$ -	$ -	
floor penetrations	0.00	each	$ -		
rough-in (piping,fittings, carriers)	0.00	LS	$ -		
Fixtures and Trim	0.00	each	$ -		
Fire sprinkler	0.00	sf / heads	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		

Special Equipment				$ -
Folding Partitions	0.00	lf	$ -	
toilet partitions	0.00	per fixture	$ -	
toilet accessories	0.00	per fixture	$ -	
fire extinguishers	0.00	each	$ -	
Maintenance Equipment	0.00		$ -	
Spare Parts / Attic Stock	0.00		$ -	
			$ -	
Low Voltage Systems				$ -
Building Systems and Equipment	0.00		$ -	
Data	0.00	locations drops	$ -	
Phones	0.00	locations drops	$ -	
Access Control / Security	0.00	relocate	$ -	
Audio / Visual	0.00	locations drops	$ -	
Hard Cost Construction Subtotal			$ 35,293.78	$ 35,293.78
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -
4. Professional Services				$ -
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -	
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -	
Lab Design Consultant	0.00		$ -	
Geotechnical Survey	0.00		$ -	
Phase 1 / 2 Asbetos Surveys	0.00		$ -	
Inspections / Testing	0.00		$ -	
HVAC - Test and Balance	0.00		$ -	
Commissioning - LEED	0.00		$ -	
Document Reproduction	0.00		$ -	
5. Permits and Fees				$ -
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -	
City Permit Fees (Certificate of Occupancy)	0.00		$ -	
Impact Fee- Waste and Water	0.00		$ -	
Assessment - Natural Gas Service	0.00		$ -	
Assessment - Electrical Service	0.00		$ -	
			$ -	
6. Occupancy / Move In				$ 159,250.00
Furnishings, fixtures, and Equipment- Acquisition	13.00	spaces	$ 78,000.00	
Furnishings, Fixtures, and Equipment- Move-Out/Move In	10.00	spaces	$ 81,250.00	
			$ -	
			$ -	
			$ -	
Project Subtotal			**$ 194,543.78**	$ 194,543.78
7. Contingency			$ 9,727.19	$ 9,727.19
ESTIMATE TOTAL			**$ 204,270.97**	**$ 204,270.97**



7 TRANSACTION WINDOWS WITH 12" DEEP COUNTERTOP W/ 7 6'-0"x 6'-0" SQ. WORKSTATIONS BEHIND AND NEW DOOR AT ATTORNEY RM.

OPTION 2 - FLOOR PLAN; Southwest Area

District Clerk, Justice Center 3rd Floor

(13) 6'-0" x 6'-0" Workstations

(10) 6'-0" x 8'-0" Workstations



Level 4 Proposed

No Additional Significant Changes This Floor

All Restroom to address ADA Needs

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	432 S.F.
MAJOR VERTICAL PENETRATION (MVP)	3,329 S.F.
COMMON	2,657 S.F.
DISTRICT ATTORNEY	38,038 S.F.
LEVEL 4 NET	44,456 S.F.
LEVEL 4 GROSS	44,978 S.F.

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 4 FLOOR PLAN

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002
REVISIONS:
1) 04/01/2002 AREA ADDITIONS
2) 10/05/2007 RENOVATIONS
3) 10/21/2009 PLAN UPDATES
4) 11/04/2009 PLAN UPDATES
5) 10/23/2012 PLAN UPDATES
6) 11/03/2015 PLAN UPDATES
7) 12/04/2015 PLAN UPDATES
8) 12/15/2015 PLAN UPDATES
9) 09/19/2017 Conditioned Spaces Tab
10) 09/22/2017 PLAN UPDATE

FLOOR PLAN

SHEET

6 OF 13 SHEETS

FILE NAME:02 12/12/2001
UPDATE LOG:

Department	Public
Floor	4
Project	Address ADA Items - 2 Restrooms
Justification	Address ADA restroom items
Phase	7
Estimated Budget	$50,000.00

Scope:

- Renovate restrooms (4017 and 4018) adjacent to elevators on the fourth floor to meet ADA requirements. Includes new fixtures, restroom accessories, electrical and plumbing adjustments.

Purpose:

- Meet ADA requirements.

Address ADA Items - 2 Restrooms

Budget Estimate date **5/20/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	-
3. CONSTRUCTION COST OF THE BUILDING			$	**48,324.30**
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	1,098.20		
Openings	$	550.00		
Finishes	$	19,636.10		
Elevator	$	-		
Mechanical Systems	$	-		
Electrical Systems	$	3,140.00		
Plumbing Systems	$	16,200.00		
Special Equipment	$	7,700.00		
Low Voltage	$	-		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	-
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	-
7. OWNER'S CONTINGENCY			$	**1,449.73**

Tarrant County Facilities Management

TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**49,774.02**

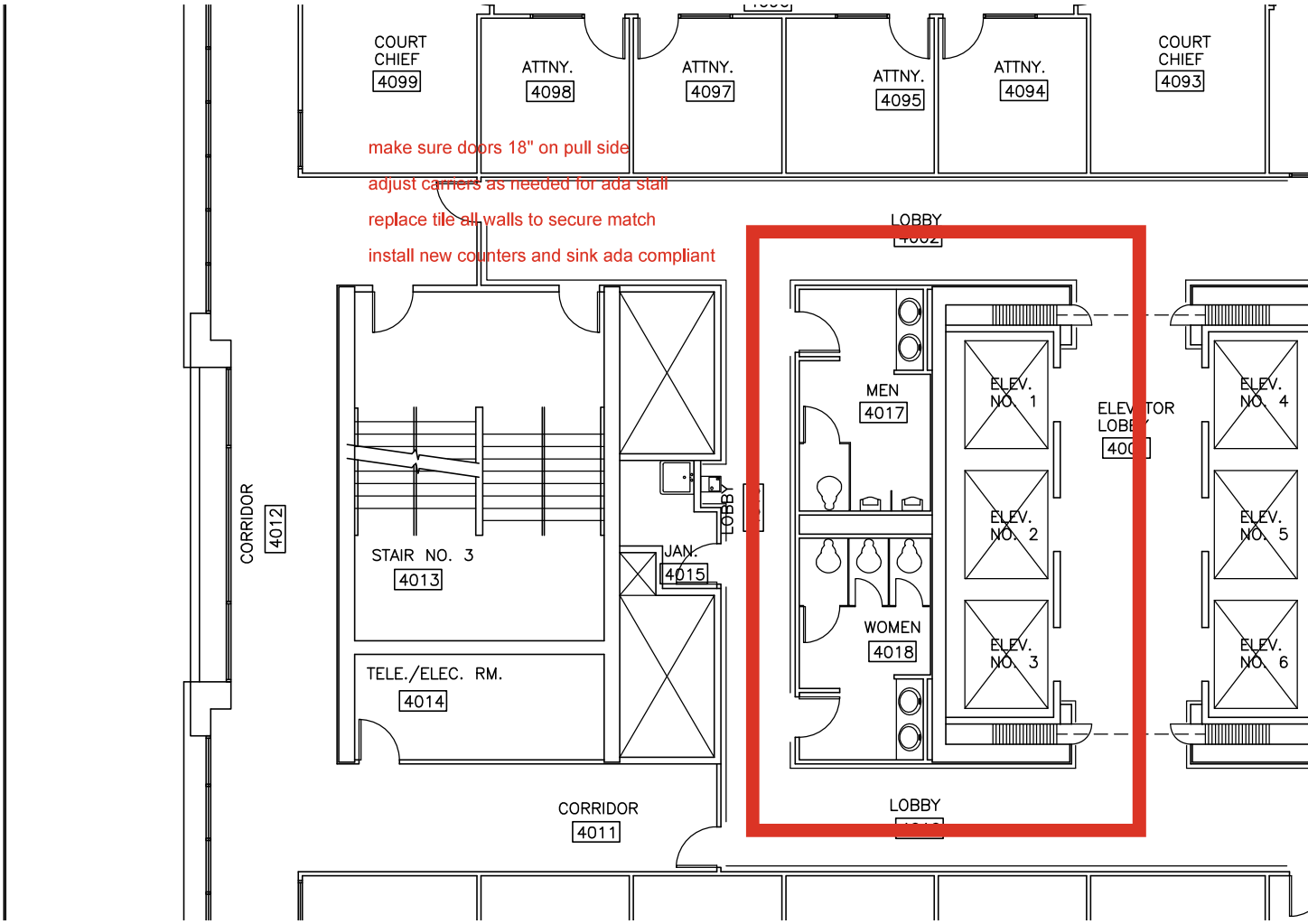
Address ADA Items - 2 Restrooms

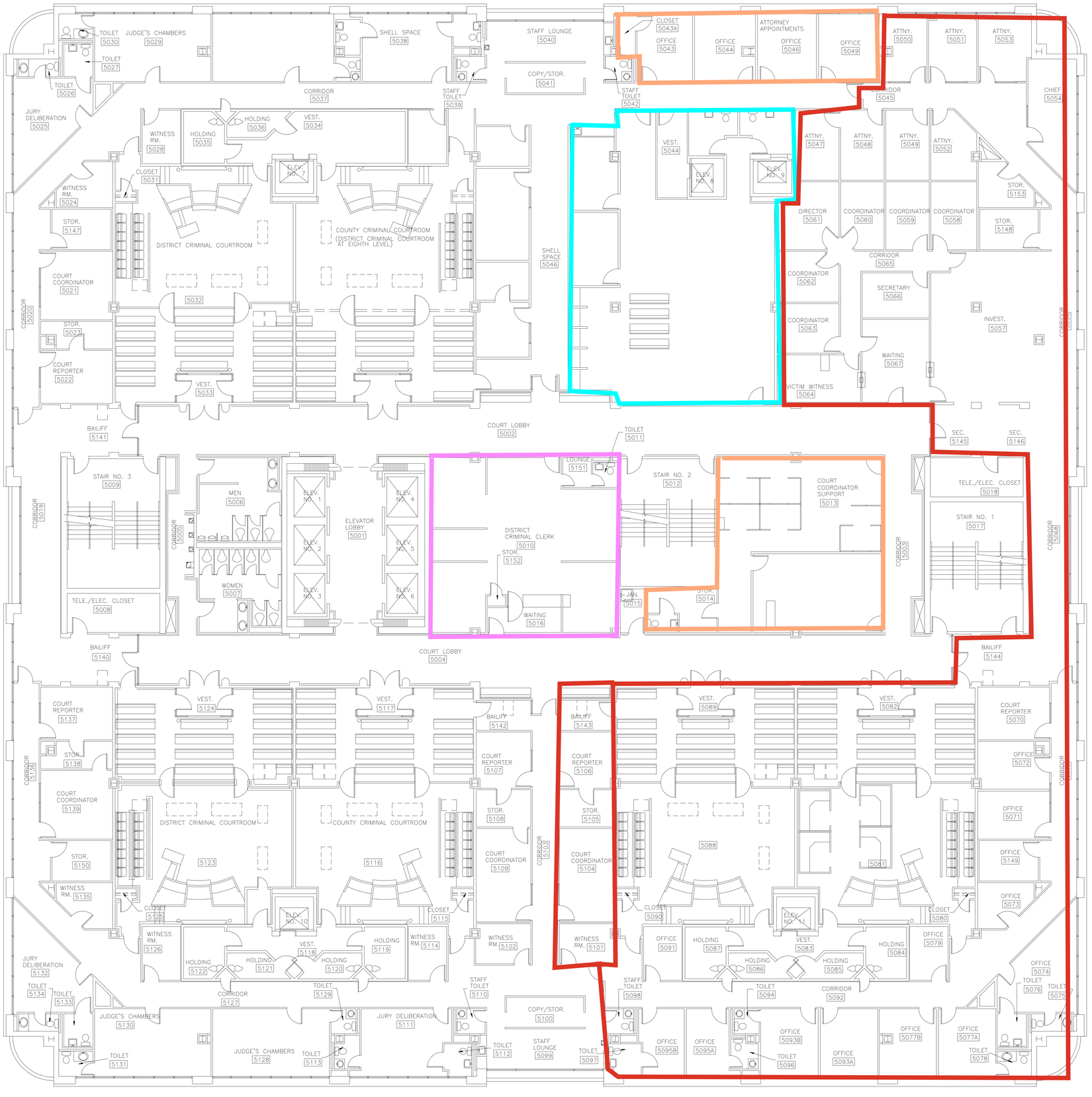
5/20/2026

Generated by: Brad
Reviewed:

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ -	
Demolition/ pad protect	0.00	sf	$ -		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 1,098.20	
Framing	20.00	lf	$ 265.10		move wall at womens door way , patch and repair as needed
Drywall	1120.00	sf surface area	$ 558.10		remove and replace with green rock
Insulation	0.00	sf surface area	$ -		
Hard Ceilings	1.00	each	$ 275.00		repair as needed
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 550.00	
Doors, Frames, Hardware	1.00	leaf	$ 550.00		Frame only
Storefront	0.00	sf	$ -		
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 19,636.10	
Tape, Bed, Plaster	560.00	sf	$ 30.80		
Paint	900.00	sf	$ 297.00		paint above wainscott and ceiling
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	0.00	each	$ -		
tile cove base	112.00	Sf	$ 1,108.80		
wall tile	560.00	Sf	$ 7,392.00		
floor tile	324.00	Sf	$ 7,128.00		
solid surface	33.00	Sf	$ 3,267.00		vanities
Millwork	15.00	LF upper/ lower	$ 412.50		materials for sub top
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ -	
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 3,140.00	
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		make safe tile demo and instal/ new fixtures at vanity
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	1.00	each	$ 1,500.00		
Labor- journeymand + helper	16.00	hr	$ 1,640.00		
			$ -		
Plumbing Systems			$ -	$ 16,200.00	
floor penetrations	0.00	each	$ -		does not include any for repairing existing leaks.
rough-in (piping,fittings, carriers)	2.00	LS	$ 5,500.00		
Fixtures and Trim	4.00	each	$ 2,200.00		
new water fountain with bottle filler	1.00	each	$ 2,750.00		new water fountain with bottle filler

Fire sprinkler	0.00	sf / heads	$ -	
Materials =10%	1.00	each	$ 1,650.00	
Labor- journeymand + helper	40.00	hr	$ 4,100.00	
Special Equipment				$ 7,700.00
Folding Partitions	0.00	lf	$ -	
toilet partitions	4.00	per fixture	$ 6,600.00	
toilet accessories	4.00	per fixture	$ 1,100.00	
fire extinguishers	0.00	each	$ -	
Maintenance Equipment	0.00		$ -	
Spare Parts / Attic Stock	0.00		$ -	
			$ -	
Low Voltage Systems				$ -
Building Systems and Equipment	0.00		$ -	
Data	0.00	locations drops	$ -	
Phones	0.00	locations drops	$ -	
Access Control / Security	0.00	relocate	$ -	
Audio / Visual	0.00	locations drops	$ -	
Hard Cost Construction Subtotal			$ 48,324.30	$ 48,324.30
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -
4. Professional Services				$ -
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -	
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -	
Lab Design Consultant	0.00		$ -	
Geotechnical Survey	0.00		$ -	
Phase 1 / 2 Asbetos Surveys	0.00		$ -	
Inspections / Testing	0.00		$ -	
HVAC - Test and Balance	0.00		$ -	
Commissioning - LEED	0.00		$ -	
Document Reproduction	0.00		$ -	
5. Permits and Fees				$ -
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -	
City Permit Fees (Certificate of Occupancy)	0.00		$ -	
Impact Fee- Waste and Water	0.00		$ -	
Assessment - Natural Gas Service	0.00		$ -	
Assessment - Electrical Service	0.00		$ -	
			$ -	
6. Occupancy / Move In				$ -
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -	
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -	
			$ -	
			$ -	
			$ -	
Project Subtotal			**$ 48,324.30**	$ 48,324.30
7. Contingency			$ 1,449.73	$ 1,449.73
ESTIMATE TOTAL			**$ 49,774.02**	**$ 49,774.02**


COURT CHIEF 4099
ATTNY. 4098
ATTNY. 4097
ATTNY. 4095
ATTNY. 4094
COURT CHIEF 4093
make sure doors 18" on pull side
adjust carriers as needed for ada stall
replace tile all walls to secure match
install new counters and sink ada compliant
LOBBY
CORRIDOR 4012
STAIR NO. 3 4013
JAN. 4015
LOBBY
TELE./ELEC. RM. 4014
CORRIDOR 4011
MEN 4017
WOMEN 4018
ELEV. NO. 1
ELEV. NO. 2
ELEV. NO. 3
ELEV. NO. 4
ELEV. NO. 5
ELEV. NO. 6
LOBBY



Level 5 Current

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	350 S.F.
COMMON	11,848 S.F.
MAJOR VERTICAL PENETRATION (MVP)	2,894 S.F.
297th DISTRICT COURT	3,313 S.F.
COURT SUPPORT/Attorney Appointments	686 S.F.
COUNTY CRIMINAL COURT #1	3,184 S.F.
CRIMINAL DISTRICT COURT #1	3,313 S.F.
COUNTY CRIMINAL COURT #4	3,248 S.F.
DISTRICT ATTORNEY	10,916 S.F.
DISTRICT CLERK	1,304 S.F.
COURT SUPPORT/Court Coordinator	1,258 S.F.
LAWYER LOUNGE	2,141 S.F.
LEVEL 5 NET	44,455 S.F.
LEVEL 5 GROSS	44,978 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 5 FLOOR PLAN

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002

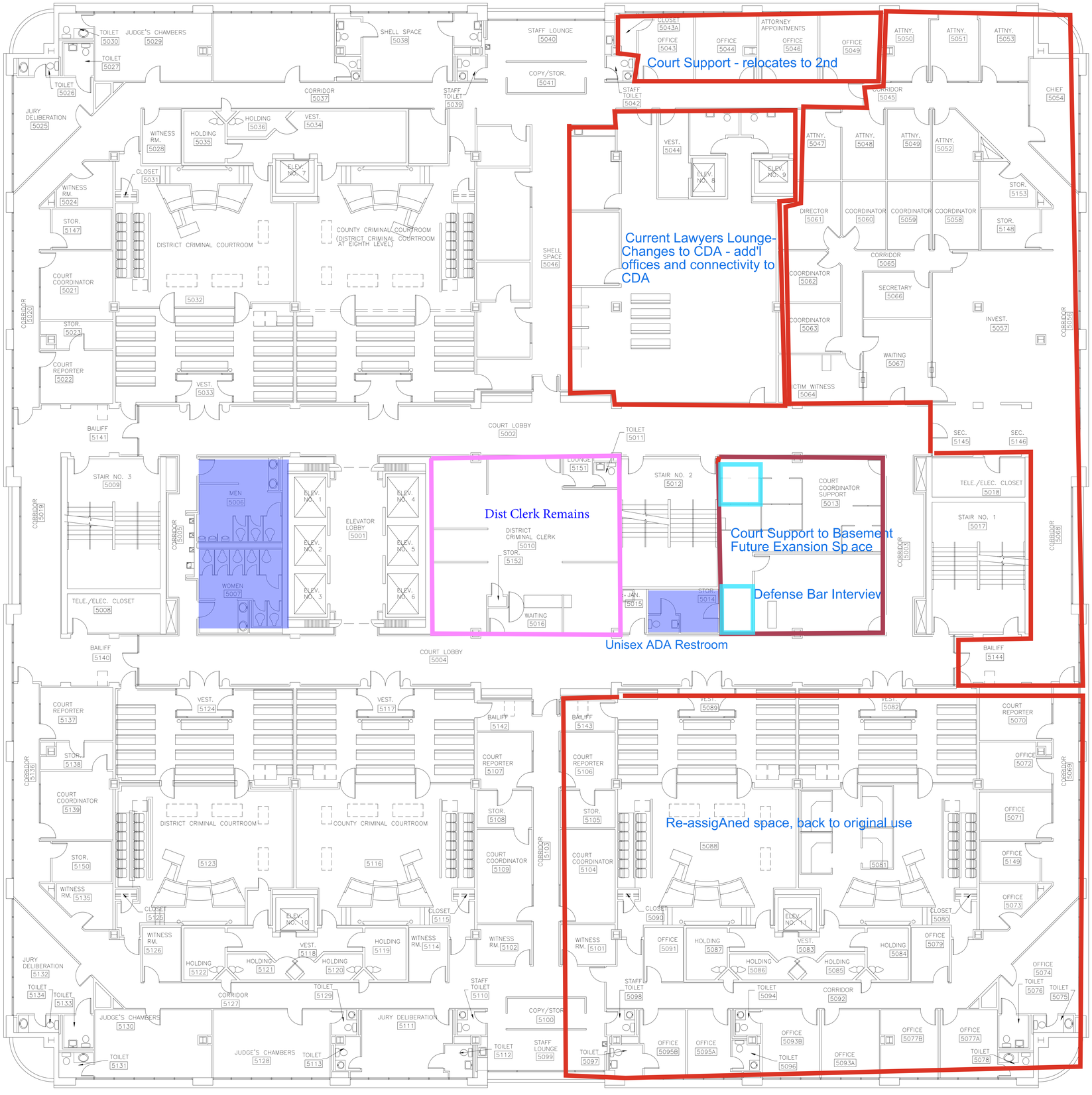
REVISIONS:
1) 04/01/2002 AREA ADDITIONS
2) 01/07/2010 SF UPDATES
3) 01/20/2016 PLAN UPDATES
4) 09/19/2017 Conditioned Spaces Tab
5) 11/27/2017 PLAN UPDATES
6) 09/28/2018 AREA UPDATES
7) 01/28/2019 PLAN UPDATES
8) 06/20/2022 ADDED CORRIDOR DOORS
9) 10/05/2022 PLAN UPDATES
10) 02/03/2023 CDA OFFICE UPDATES
11) 12/12/2023 Added 485th CDC
12) 09/26/2024 PLAN UPDATES
13) 10/21/2025 Added Court Support

FLOOR PLAN

SHEET

7 OF 13 SHEETS

FILE NAME: 02 12/12/2001
UPDATE LOG:
13) 10/21/2025 Added Court Support



Level 5 Proposed

CDA - Net 12

CDA modifies courtrooms and surrounding offices, moves into Support Services spaces and Lawyers Lounge

This floor - add single seat unisex ADA restroom 5014

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	350 S.F.
COMMON	11,848 S.F.
MAJOR VERTICAL PENETRATION (MVP)	2,894 S.F.
297th DISTRICT COURT	3,313 S.F.
COURT SUPPORT/Attorney Appointments	686 S.F.
COUNTY CRIMINAL COURT #1	3,184 S.F.
CRIMINAL DISTRICT COURT #1	3,313 S.F.
COUNTY CRIMINAL COURT #4	3,248 S.F.
DISTRICT ATTORNEY	10,916 S.F.
DISTRICT CLERK	1,304 S.F.
COURT SUPPORT/Court Coordinator	1,258 S.F.
LAWYER LOUNGE	2,141 S.F.
LEVEL 5 NET	44,455 S.F.
LEVEL 5 GROSS	44,978 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 5 FLOOR PLAN

NORTH 0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002
REVISIONS:
1) 04/01/2002 AREA ADDITIONS
2) 01/07/2010 SF UPDATES
3) 01/20/2016 PLAN UPDATES
4) 09/19/2017 Conditioned Spaces Tab
5) 11/27/2017 PLAN UPDATES
6) 09/28/2018 AREA UPDATES
7) 01/28/2019 PLAN UPDATES
8) 06/20/2022 ADDED CORRIDOR DOORS
9) 10/05/2022 PLAN UPDATES
10) 02/03/2023 CDA OFFICE UPDATES
11) 12/12/2023 Added 485th CDC
12) 09/26/2024 PLAN UPDATES
13) 10/21/2025 Added Court Support

FLOOR PLAN

SHEET

7 OF 13 SHEETS

FILE NAME: 02 12/12/2001
UPDATE LOG:
13) 10/21/2025 Added Court Support

Department	County District Attorney
Floor	5
Project	Renovation of 5th Floor Office Space
Justification	CDA space planning and ADA requirements
Phase	4
Estimated Budget	$99,000.00

Scope:

- Construct new offices and add adjoining hallway to incorporate restrooms for victims' assistance.

Purpose:

- CDA needs additional secure office space to accommodate current employees and prepare for future growth needs. This also incorporates restrooms for victims' assistance.

Renovate 5th Floor Office Space for CDA

Budget Estimate date **10/24/2025**

The budget below is based from the following scope of work:

1. This budget includes a total of 2500 sf located at address. TCCJC 400 West Weatherford

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	300.00
3. CONSTRUCTION COST OF THE BUILDING			$	93,897.08
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	23,200.98		
Openings	$	19,250.00		
Finishes	$	26,693.50		
Elevator	$	-		
Mechanical Systems	$	8,983.70		
Electrical Systems	$	5,609.40		
Plumbing Systems	$	6,843.00		
Special Equipment	$	-		
Low Voltage	$	3,316.50		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	-
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	-
7. OWNER'S CONTINGENCY			$	4,709.85

Tarrant County Facilities Management

TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**98,906.93**

Renovate 5th Floor Office Space for CDA

10/24/2025

Generated by: Brad
Reviewed:

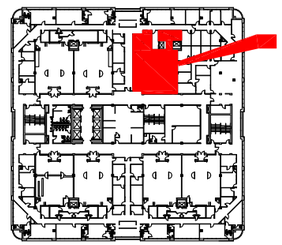
Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ 300.00	
Demolition/ pad protect	1.00	ea	$ 300.00		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 23,200.98	
Framing	180.00	lf	$ 2,385.90		
Drywall	3600.00	sf surface area	$ 1,793.88		
Insulation	1800.00	sf surface area	$ 2,851.20		
Acoustic Ceilings	1400.00	sf	$ 16,170.00		
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 19,250.00	
Doors, Frames, Hardware	10.00	leaf	$ 19,250.00		
Storefront	0.00	sf	$ -		
Storefront Doors	0.00	leaf	$ -		
BR Glass		sf			
Finishes				$ 26,693.50	
Tape, Bed, Plaster	3600.00	sf	$ 198.00		
Paint	3600.00	sf	$ 1,188.00		
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	2100.00	sf	$ 19,057.50		
tile	180.00	Sf	$ 2,214.00		
solid surface	20.00	Sf	$ 2,160.00		
Millwork	20.00	LF upper/ lower	$ 1,876.00		
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ 8,983.70	
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	1.00	each	$ 2,612.50		rework HVAC as needed.
Labor- journeymand + helper	32.00	hr	$ 6,371.20		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 5,609.40	
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	1.00	each	$ 689.40		
Labor- journeymand + helper	48.00	hr	$ 4,920.00		add electrical per plan
			$ -		
Plumbing Systems			$ -	$ 6,843.00	
floor penetrations	0.00	each	$ -		
rough-in (piping,fittings, carriers)	0.00	LS	$ -		
Fixtures and Trim	0.00	each	$ -		
Fire sprinkler	1.00	each	$ 4,375.00		
Materials =10%	1.00	each	$ 828.00		
Labor- journeymand + helper	16.00	hr	$ 1,640.00		
Special Equipment				$ -	
Folding Partitions	0.00	lf	$ -		
toilet partitions	0.00	per fixture	$ -		
toilet accessories	0.00	per fixture	$ -		

fire extinguishers	0.00	each	$ -	
Maintenance Equipment	0.00		$ -	
Spare Parts / Attic Stock	0.00		$ -	
			$ -	
Low Voltage Systems				$ 3,316.50
Building Systems and Equipment	0.00		$ -	
Data	0.00	locations drops	$ -	
Phones	1.00	locations drops	$ 2,062.50	
Access Control / Security	2.00	relocate	$ 1,254.00	
Audio / Visual	0.00	locations drops	$ -	
Hard Cost Construction Subtotal			$ 94,197.08	$ 94,197.08
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -
4. Professional Services				$ -
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -	
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -	
Lab Design Consultant	0.00		$ -	
Geotechnical Survey	0.00		$ -	
Phase 1 / 2 Asbetos Surveys	0.00		$ -	
Inspections / Testing	0.00		$ -	
HVAC - Test and Balance	0.00		$ -	
Commissioning - LEED	0.00		$ -	
Document Reproduction	0.00		$ -	
5. Permits and Fees				$ -
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -	
City Permit Fees (Certificate of Occupancy)	0.00		$ -	
Impact Fee- Waste and Water	0.00		$ -	
Assessment - Natural Gas Service	0.00		$ -	
Assessment - Electrical Service	0.00		$ -	
			$ -	
6. Occupancy / Move In				$ -
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -	
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -	
			$ -	
			$ -	
			$ -	
Project Subtotal			**$ 94,197.08**	$ 94,197.08
7. Contingency			$ 4,709.85	$ 4,709.85
ESTIMATE TOTAL			**$ 98,906.93**	**$ 98,906.93**



LEGEND

- EXISTING CONSTRUCTION TO BE REMOVED / DEMOLISHED
- EXISTING CONSTRUCTION TO REMAIN
- NEW CONSTRUCTION



LOCATION PLAN

Tim Curry Criminal Justice Center
5th Floor, Lawyers Lounge
401 W. Belknap St.
Fort Worth, Texas 76196

PROPOSED RENOVATION FLOOR PLAN

5th Floor Tim Curry Criminal Justice Center - Lawyers Lounge

SCALE; 3/32"=1'-0"

Tarrant County - Facilities Management
Construction Services
200 Taylor Street, Suite 344, Room 383
Fort Worth, Texas 76196
p: (817) 884-1502

OFFICE ADDITIONS TO THE EXISTING LAWYERS LOUNGE
TIM CURRY CRIMINAL JUSTICE CENTER
5th Floor
PROPOSED FLOOR PLAN

DRAWING NUMBER
TCCJC 5th Floor Office Add LawLoung

DATE: October 24, 2025

DRAWN BY: H.C.

SHEET NO.
A-1
1 OF 1 SHEETS

Department	Defense Bar
Floor	5 thru 8
Project	Install 8 Interview Rooms 5, 6, 7, and 8
Justification	Creation of interview rooms for Defense Bar
Phase	7
Estimated Budget	$69,000.00

Scope:

- Creation of two (2) interview rooms on floors 5, 6, 7, and 8 for a total of eight (8) interview rooms for utilization by the Defense Bar. Includes electrical and HVAC rework, card readers, and insulation to ensure privacy.

Purpose:

- Designated interview spaces for Defense Bar on courtroom levels.

Defense Bar - Interview Rooms Floors 5 thru 8

Budget Estimate date **5/19/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	**2,400.00**
3. CONSTRUCTION COST OF THE BUILDING			$	**62,975.07**
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	3,124.88		
Openings	$	19,296.99		
Finishes	$	8,870.40		
Elevator	$	-		
Mechanical Systems	$	1,592.80		
Electrical Systems	$	3,690.00		
Plumbing Systems	$	-		
Special Equipment	$	-		
Low Voltage	$	26,400.00		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	-
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	-
7. OWNER'S CONTINGENCY			$	**3,268.75**

Tarrant County Facilities Management

TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**68,643.83**

Defense Bar - Interview Rooms Floors 5 thru 8

5/19/2026 Generated by: Jon
Reviewed:

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ 2,400.00	demo existing walls and cabinetry.
Demolition/ pad protect	4.00	ea	$ 2,400.00		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 3,124.88	construct walls as per design
Framing	80.00	lf	$ 1,060.40		
Drywall	1600.00	sf surface area	$ 797.28		
Insulation	800.00	sf surface area	$ 1,267.20		
Acoustic Ceilings	0.00	each	$ -		
labor hrs	0.00	each	$ -		
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 19,296.99	
Doors, Frames, Hardware	8.00	leaf	$ 19,296.99		
Storefront	0.00	sf	$ -		
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 8,870.40	
Tape, Bed, Plaster	1600.00	sf	$ 88.00		
Paint	1600.00	sf	$ 528.00		
wall coverings	0.00	sf	$ -		
carpet / cove base	0.00	each	$ -		
tile cove base	0.00	Sf	$ -		
wall tile	0.00	Sf	$ -		
floor tile	0.00	Sf	$ -		
solid surface	0.00	Sf	$ -		
Millwork	88.00	LF upper/ lower	$ 8,254.40		
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ 1,592.80	rework existing HVAC as needed per design
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	8.00	hr	$ 1,592.80		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 3,690.00	Make sate, add electrical as per design
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		
devices (outlets, switches)	16.00	each	$ 160.00		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	1.00	each	$ 250.00		
Labor- journeymand + helper	32.00	hr	$ 3,280.00		
			$ -		
Plumbing Systems			$ -	$ -	
floor penetrations	0.00	each	$ -		
rough-in (piping,fittings, carriers)	0.00	LS	$ -		
Fixtures and Trim	0.00	each	$ -		
Fire sprinkler		sf / heads	$ -		
Materials =10%	0.00	each	$ -		rework fire sprinkler as needed.

Labor- journeymand + helper	0.00	hr	$ -	
Special Equipment				$ -
Folding Partitions	0.00	lf	$ -	
toilet partitions	0.00	per fixture	$ -	
toilet accessories	0.00	per fixture	$ -	
fire extinguishers	0.00	each	$ -	
Maintenance Equipment	0.00		$ -	
Spare Parts / Attic Stock	0.00		$ -	
			$ -	
Low Voltage Systems				$ 26,400.00
Building Systems and Equipment	0.00		$ -	
Data	0.00	locations drops	$ -	
Phones	0.00	locations drops	$ -	
Access Control / Security	8.00	relocate	$ 26,400.00	
Audio / Visual	0.00	locations drops	$ -	
Hard Cost Construction Subtotal			$ 65,375.07	$ 65,375.07
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -
4. Professional Services				$ -
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -	
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -	
Lab Design Consultant	0.00		$ -	
Geotechnical Survey	0.00		$ -	
Phase 1 / 2 Asbetos Surveys	0.00		$ -	
Inspections / Testing	0.00		$ -	
HVAC - Test and Balance	0.00		$ -	
Commissioning - LEED	0.00		$ -	
Document Reproduction	0.00		$ -	
5. Permits and Fees				$ -
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -	
City Permit Fees (Certificate of Occupancy)	0.00		$ -	
Impact Fee- Waste and Water	0.00		$ -	
Assessment - Natural Gas Service	0.00		$ -	
Assessment - Electrical Service	0.00		$ -	
			$ -	
6. Occupancy / Move In				$ -
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -	
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -	
			$ -	
			$ -	
			$ -	
Project Subtotal			**$ 65,375.07**	$ 65,375.07
7. Contingency			$ 3,268.75	$ 3,268.75
ESTIMATE TOTAL			**$ 68,643.83**	**$ 68,643.83**

Department	Public
Floor	5 thru 8
Project	Unisex Single ADA Restroom
Justification	Address ADA restroom items
Phase	7
Estimated Budget	$50,000.00

Scope:

- Renovate women’s restroom south of Stair No. 2 to create a single unisex ADA restroom on floors 5, 6, 7, and 8.

Purpose:

- Meet ADA requirements.

ADA Single Restrooms

Budget Estimate date **5/19/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	-
3. CONSTRUCTION COST OF THE BUILDING			$	13,277.52
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	234.37		
Openings	$	2,420.00		
Finishes	$	2,253.15		
Elevator	$	-		
Mechanical Systems	$	-		
Electrical Systems	$	1,890.00		
Plumbing Systems	$	5,380.00		
Special Equipment	$	1,100.00		
Low Voltage	$	-		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	-
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	-
7. OWNER'S CONTINGENCY			$	663.88

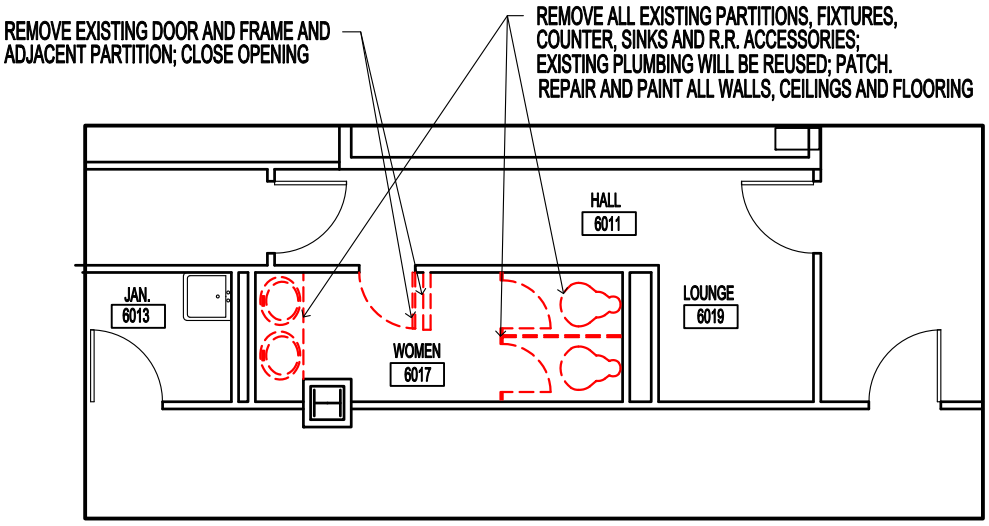
Tarrant County Facilities Management

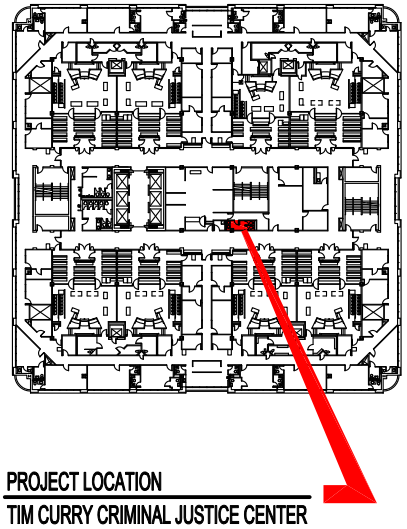
TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**13,941.39**

ADA Single Restrooms	4	5/19/2026	Generated by: Jon Reviewed:

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ -	
Demolition/ pad protect	0.00	sf	$ -		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 234.37	
Framing	6.00	lf	$ 79.53		
Drywall	120.00	sf surface area	$ 59.80		
Insulation	60.00	sf surface area	$ 95.04		
Acoustic Ceilings	0.00	each	$ -		
labor hrs	0.00	each	$ -		
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 2,420.00	
Doors, Frames, Hardware	1.00	leaf	$ 2,420.00		
Storefront	0.00	sf	$ -		
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 2,253.15	
Tape, Bed, Plaster	120.00	sf	$ 6.60		
Paint	335.00	sf	$ 110.55		
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	0.00	each	$ -		
tile cove base	0.00	Sf	$ -		
wall tile	140.00	Sf	$ 336.00		
floor tile	75.00	Sf	$ 1,800.00		
solid surface	0.00	Sf	$ -		
Millwork	0.00	LF upper/ lower	$ -		
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ -	
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	0.00	hr	$ -		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 1,890.00	
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	1.00	each	$ 250.00		
Labor- journeymand + helper	16.00	hr	$ 1,640.00		
			$ -		
Plumbing Systems			$ -	$ 5,380.00	
floor penetrations	0.00	each	$ -		
rough-in (piping,fittings, carriers)	1.00	LS	$ 2,750.00		
Fixtures and Trim	3.00	each	$ 990.00		
Fire sprinkler	0.00	sf / heads	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	16.00	hr	$ 1,640.00		

Special Equipment				$ 1,100.00
Folding Partitions	0.00	lf	$ -	
toilet partitions	0.00	per fixture	$ -	
toilet accessories	4.00	per fixture	$ 1,100.00	
fire extinguishers	0.00	each	$ -	
Maintenance Equipment	0.00		$ -	
Spare Parts / Attic Stock	0.00		$ -	
			$ -	
Low Voltage Systems				$ -
Building Systems and Equipment	0.00		$ -	
Data	0.00	locations drops	$ -	
Phones	0.00	locations drops	$ -	
Access Control / Security	0.00	relocate	$ -	
Audio / Visual	0.00	locations drops	$ -	
Hard Cost Construction Subtotal			$ 13,277.52	$ 13,277.52
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -
4. Professional Services				$ -
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -	
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -	
Lab Design Consultant	0.00		$ -	
Geotechnical Survey	0.00		$ -	
Phase 1 / 2 Asbetos Surveys	0.00		$ -	
Inspections / Testing	0.00		$ -	
HVAC - Test and Balance	0.00		$ -	
Commissioning - LEED	0.00		$ -	
Document Reproduction	0.00		$ -	
5. Permits and Fees				$ -
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -	
City Permit Fees (Certificate of Occupancy)	0.00		$ -	
Impact Fee- Waste and Water	0.00		$ -	
Assessment - Natural Gas Service	0.00		$ -	
Assessment - Electrical Service	0.00		$ -	
			$ -	
6. Occupancy / Move In				$ -
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -	
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -	
			$ -	
			$ -	
			$ -	
Project Subtotal			**$ 13,277.52**	$ 13,277.52
7. Contingency			$ 663.88	$ 663.88
ESTIMATE TOTAL			**$ 13,941.39**	**$ 13,941.39**

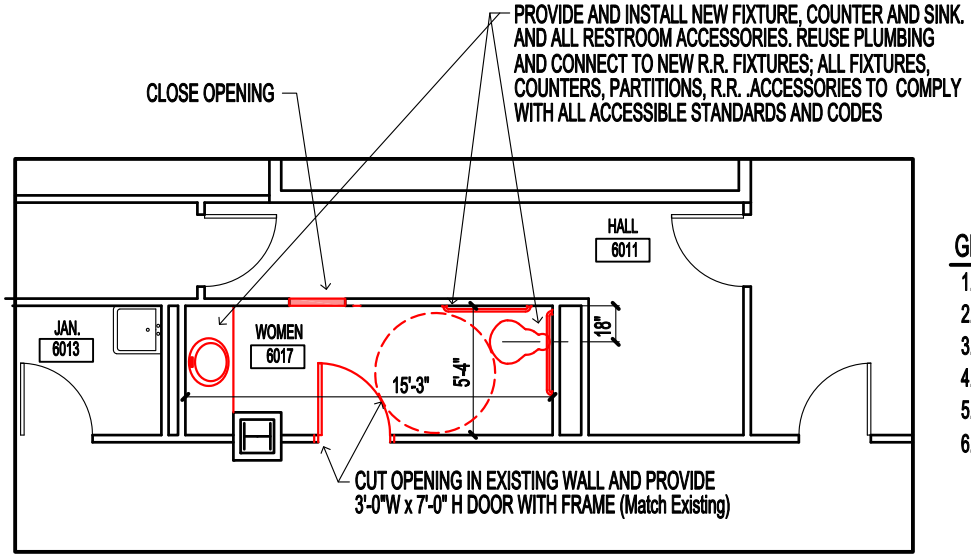




PROJECT LOCATION

TIM CURRY CRIMINAL JUSTICE CENTER
6th FLOOR, WOMENS RESTROOM 6017
Note; TYPICAL ON FLOOR 5, 6, 7, and 8

DEMOLITION FLOOR PLAN



GENERAL NOTES FOR RENOVATION WORK

1. PATCH / REPAIR FLOORS AS REQUIRED.
2. PATCH / REPAIR AND PAINT ALL WALLS AS REQUIRED.
3. REPAIR / REPLACE ALL CEILINGS, TILES & GRID AS REQ'D.
4. REPAIR / REPLACE HVAC / MECHANICAL AS REQUIRED.
5. REPLACE ALL LIGHTING / FIXTURES AS REQUIRED.
6. REUSE ALL EXISTING PLUMBING AND REROUTE TO NEW LOCATIONS.

RENOVATION FLOOR PLAN

RENOVATION OF WOMENS 6017 RESTROOM - TYPICAL ON FLOORS 5, 6, 7 and 8

NORTH

SCALE: 1/8"=1'-0"

Tim Curry Criminal Justice Center, 6th Floor

Tarrant County - Facilities Management Construction Services 200 Taylor Street, Suite 344, Room 362 Fort Worth, Texas 76196 p; (817) 884-1502	TARRANT COUNTY TEXAS	ACCESSIBLE RENOVATION FOR WOMENS RESTROOM 6017 TYPICAL ON FLOOR 5, 6, 7, and 8 TIM CURRY CRIMINAL JUSTICE CENTER FLOOR PLAN	DRAWN BY: H.C. DATE: May 21, 2026 DWG. NUMBER tccjc4threnovMar26	SHEET NO. A-1 SHEETS 1 OF 1

Department	County District Attorney
Floor	5
Project	Renovate Courtroom 5081 to Offices
Justification	Creation of additional offices for CDA
Phase	8
Estimated Budget	$285,000.00

Scope:

- Renovate Courtroom 5081 to create nine (9) new offices and modify an existing office to be more functional.

Purpose:

- Creation of new offices to accommodate CDA staff.

Renovate Courtroom 5081 to Offices

Budget Estimate date **10/30/2024**

The budget below is based from the following scope of work:

1. This budget includes a total of 0 sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	-
3. CONSTRUCTION COST OF THE BUILDING			$	**153,042.05**
General Requirements	$	375.00		
Concrete	$	-		
Gypsum Board Assemblies	$	16,798.47		
Openings	$	32,400.00		
Finishes	$	24,960.84		
Elevator	$	-		
Mechanical Systems	$	15,765.00		
Electrical Systems	$	12,270.00		
Plumbing Systems	$	8,350.00		
Special Equipment	$	-		
Low Voltage	$	19,250.00		
General Contractor (1 if bid out, 0 if performed in-house)	$	22,872.74		
4. PROFESSIONAL SERVICES			$	**41,000.00**
5. PERMITS & FEES			$	**1,000.00**
6. OCCUPANCY EXPENSES			$	**63,250.00**
7. OWNER'S CONTINGENCY			$	**25,829.20**

Tarrant County Facilities Management

TOTAL PROJECT BUDGET	$	**284,121.25**

Renovate Courtroom 5081 to Offices

10/30/2024

Generated by: RR
Reviewed: BP, JH

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ -	
Demolition		sf	$ -		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ 375.00	
Safety / Temporary Partitions / protect finishes / logistics	1.00	ls	$ 375.00		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 16,798.47	
Framing	291.00	lf	$ 776.97		$8k is cost to C-Shop
Drywall	5820.00	sf surface area	$ 4,161.30		
Insulation	2910.00	sf surface area	$ 640.20		
Acoustic Ceilings	1200.00	sf	$ 11,220.00		
Openings				$ 32,400.00	
Doors, Frames, Hardware	12.00	leaf	$ 32,400.00		Unit Cost is for materials
Storefront		sf	$ -		No sidelite windows at doors
Storefront Doors		leaf	$ -		
Finishes				$ 24,960.84	
Tape, Bed, Plaster	5820.00	sf	$ 3,201.00		
Paint	5820.00	sf	$ 1,746.00		
wall coverings		sf	$ -		
sealed concrete		sf	$ -		
carpet / cove base	293.33	Sy	$ 20,013.84		Includes Cove Base; Based on Voiredire Courtroom
tile		Sf	$ -		
Millwork		LF upper/ lower	$ -		
Elevator	0.00		$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ 15,765.00	
HVAC Units		tons	$ -		
New VAV's for existing systems	1.00	each	$ 2,640.00		Contract Vendor
Ductwork	300.00	lf	$ 13,125.00		Contract Vendor
New grilles and Regs		each	$ -		
New Controls (Tstats)		each point	$ -		
Electrical Systems				$ 12,270.00	
Equipment - panels, transformers, diconnects	1.00		$ 3,510.00		Sub-Panel Upgrade
Wiring/Conduit	1200.00	lf	$ 2,640.00		Contract Vendor
devices (outlets, switches)		each	$ -		
Lighting/Fixtures	8.00	each	$ 3,000.00		Contract Vendor - add in grid, relocate sconces
Fire Alarm	8.00	device / drop	$ 3,120.00		Strobe & Horn for offices
			$ -		
			$ -		
Plumbing Systems			$ -	$ 8,350.00	
floor penetrations		each	$ -		
rough-in (piping,fittings, carriers)	1.00	LS	$ 2,750.00		move sink , cap unused fixtures
Fixtures and Trim		each	$ -		relocate the existing sink
Fire sprinkler	16.00	sf / heads	$ 5,600.00		Modify 16 heads
Special Equipment				$ -	
Folding Partitions		lf	$ -		
toilet partitions		per fixture	$ -		
toilet accessories		per fixture	$ -		
fire extinguishers		each	$ -		
Maintenance Equipment			$ -		
Spare Parts / Attic Stock			$ -		
			$ -		

Low Voltage Systems				$ 19,250.00	
Building Systems and Equipment			$ -		door C\contacts, card readers, cameras, motion detectors
Data	8.00	locations drops	$ 2,750.00		Estimate for switch upgrade & data drops
Phones	8.00	locations drops	$ 16,500.00		VOIP Stations for offices
Access Control / Security		locations drops	$ -		door C\contacts, card readers, cameras, motion detectors
Audio / Visual		locations drops	$ -		
Hard Cost Construction Subtotal			$ 130,169.31	$ 130,169.31	
General Contractor (1 if bid out, 0 if performed in-house)	1.00		$ 22,872.74	$ 22,872.74	GC OH&P if bid out
4. Professional Services				$ 41,000.00	
Pre-design (programming, preliminary drawings, site alternates)	1.00		$ -		
Full Architect / Engineering Services (triggered if HC is > $50,000)	1.00		$ 35,000.00		
Lab Design Consultant	1.00		$ -		
Geotechnical Survey	1.00		$ -		
Phase 1 / 2 Asbetos Surveys	1.00		$ -		
Inspections / Testing	1.00		$ -		
HVAC - Test and Balance	1.00		$ 6,000.00		
Commissioning - LEED	1.00		$ -		
Document Reproduction	1.00		$ -		
5. Permits and Fees				$ 1,000.00	
Texas Accessibility Plan Review and Inspection Fees	1.00		$ 1,000.00		Change of Space
City Permit Fees (Certificate of Occupancy)	0.00		$ -		
Impact Fee- Waste and Water	0.00		$ -		
Assessment - Natural Gas Service	0.00		$ -		
Assessment - Electrical Service	0.00		$ -		
			$ -		
6. Occupancy / Move In				$ 63,250.00	
Furnishings, fixtures, and Equipment- Move Out	8.00	spaces	$ -		services
Furnishings, fixtures, and Equipment- Acquisition	8.00	spaces	$ 63,250.00		reference, modfier for material
Furnishings, fixtures, and Equipment- Move In	8.00	spaces	$ -		Moved-in - support services
			$ -		
			$ -		
Project Subtotal			**$ 258,292.05**	$ 258,292.05	
7. Contingency			$ 25,829.20	$ 25,829.20	
ESTIMATE TOTAL			**$ 284,121.25**	**$ 284,121.25**	

KEYED NOTES

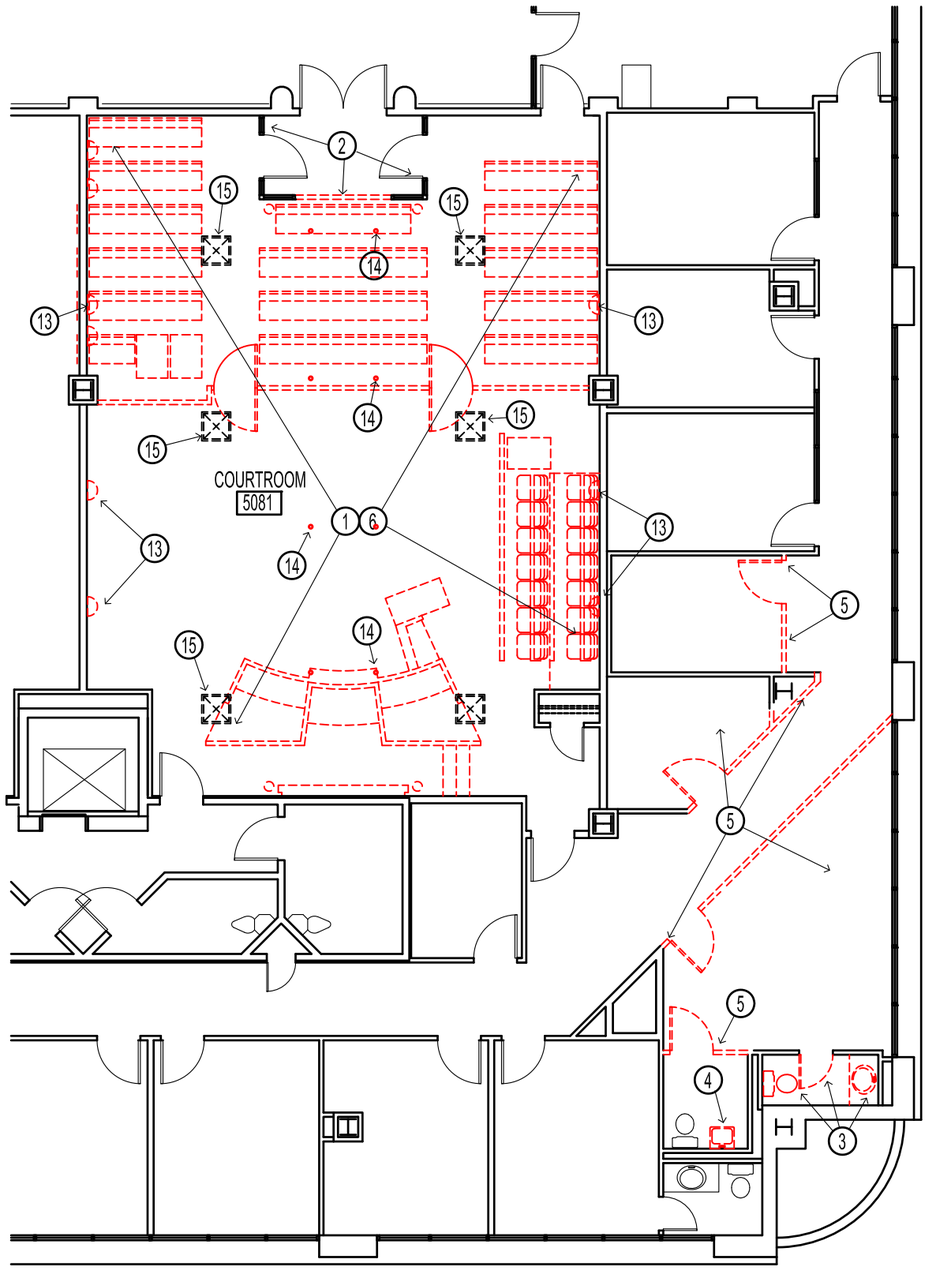
1. EXISTING SHOWN IN RED DASHED LINE IS TO BE DEMOED / REMOVED AND SALVAGED. RAISED FLOORING TO BE REMOVED. PROVIDE NEW FLOORING AS REQUIRED WHERE REQUIRED. MATCH EXISTING.
2. EXISTING STOREFRONT AND DOORS TO REMAIN AS IS. EXISTING GYP. BD. WALL SECTION TO BE REMOVED TO 8'-0" A.F.F.
3. REMOVE EXISTING DOOR, CABINET AND RESTROOM FIXTURES (Capped Lines behind wall and at floor). REUSE DOOR W/ OPP0SITE SWING.
4. REMOVE EXISTING RESTROOM FIXTURE AND RELOCATE TO NEW LOCATION IN SAME ROOM.
5. REMOVE EXISTING WALLS AND DOORS AND RELOCATE DOORS. REMOVE AND REWORK EXISTING CEILINGS AS REQUIRED. See Reflected Ceiling Plan. PROVIDE NEW FLOORING AS REQUIRED WHERE REQUIRED. MATCH EXISTING.
6. EXISTING CEILING MOUNTED SUPPLY AND RETURN AIR REISTERS AND FIRE SPRINKLERS TO BE RELOCATED / EXTENDED. See Reflected Ceiling Plan.
7. PROVIDE NEW GYP. BD. ON MTL. STUDS WALL TO 12" ABOVE EXISTING LOWER OVERHANG/SOFFIT. SEE WALL SECTION 2-A2 (Typ.).
8. PROVIDE NEW 7'-0" x 3'-0" DOORS IN H.M. FRAME. MATCH EXISTING FINISHES.
9. RELOCATED EXISTING DOOR WITH NEW DOOR SWING.
10. NEW GYP BD WALL TO BOTTOM OF EXISTING CEILING WITH RELOCATED DOOR AND FRAME.
11. RELOCATED WALL MOUNTED SINK. CONNECT TO EXISTING PLUMBING IN ADJACENT WALL.
12. PATCH, REPAIR WALLS AND PAINT .
13. REMOVE AND RELOCATE EXISTING WALL SCONCE TO CENTER OF ROOM. PATCH/REPAIR WALL. See reflected Ceiling Plan..
14. REMOVE AND RELOCATE EXISTING SPRINKLER HEAD AND EXTEND PIPING TO NEW ACOUSTIC CEILING @ 9'-2" +/- A.F.F.
15. APPROXIMATE LOCATION OF SUPPLY AIR REGISTERS LOCATED ON MIDDLE/CENTER OVERHANG/SOFIIT TO BE. EXTENDED INTO NEW OFFICES. SEE 1-A2.

LEGEND

- EXISTING CONSTRUCTION OR PARTITION TO REMAIN
- NEW CONSTRUCTION OR PARTITION (Shown in Red)
- EXISTING CONSTRUCTION OR PARTITION TO BE REMOVED
- TYP. WALL TYPE; 3 5/8" METAL STUDS AT 16" O.C. WITH 5/8" GYP. BD. ON EACH SIDE TO 12" ABOVE EXISTING CEILING / SOFFIT (Provide mtl. kicker studs @ 4'-0"+/- anchored to bottom of structure above)

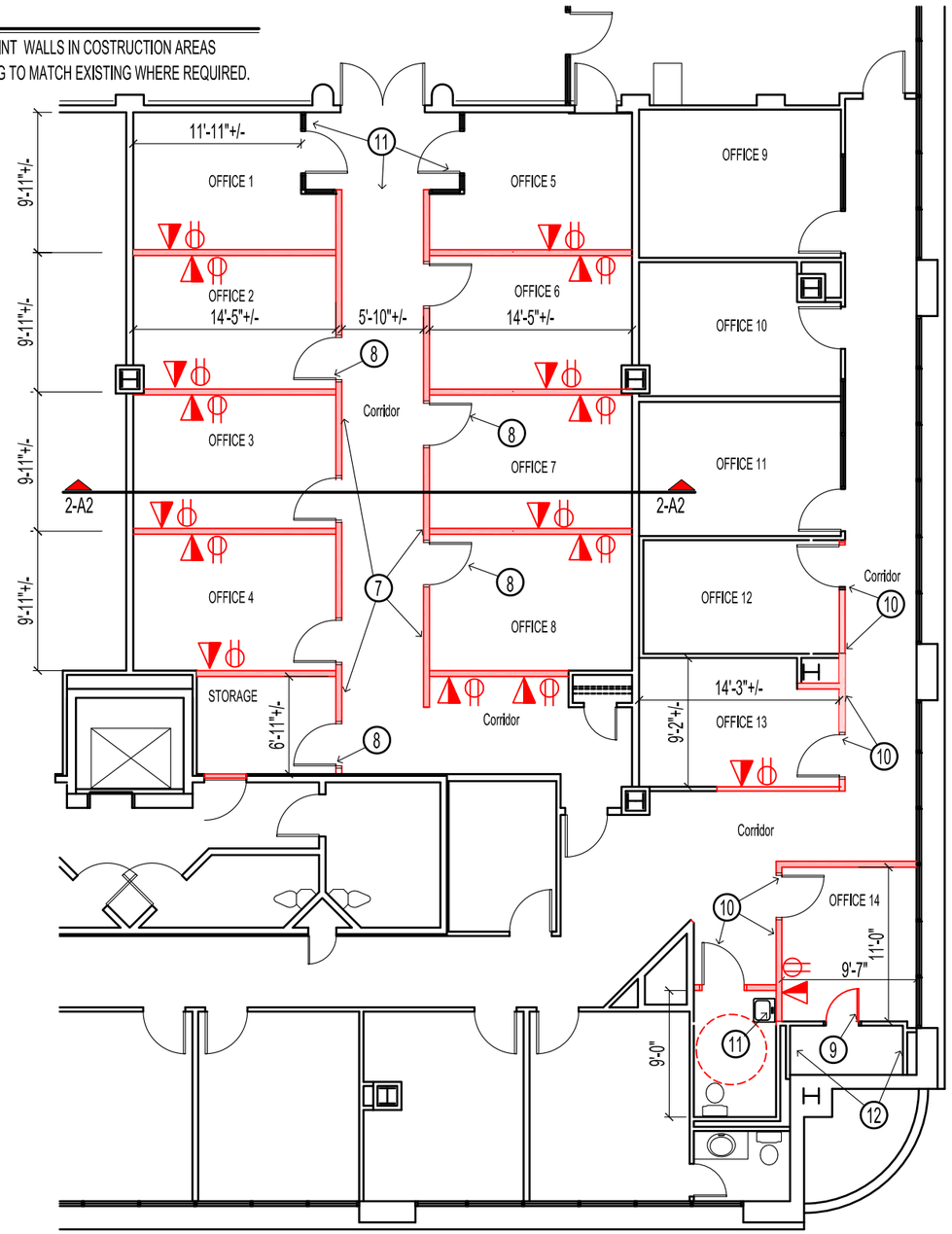
GENERAL NOTES

1. PATCH / REPAIR AND PAINT WALLS IN COSTRUCTION AREAS
2. PROVIDE NEW FLOORING TO MATCH EXISTING WHERE REQUIRED.



DEMOLITION FLOOR PLAN

SCALE; 1/4"=1'-0"



RENOVATION FLOOR PLAN

SCALE; 1/4"=1'-0"

Tarrant County - Facilities Management
Construction Services
100 W. Weatherford St. Room 350
Fort Worth, Texas 76196
p:(817) 884-1502

RENOVATION OF COURTROOM 5081
TIM CURRY CRIMINAL JUSTICE CENTER - 3rd Floor

DEMOLITION PLAN RENOVATION FLOOR PLAN, KEYED NOTES LEGEND

DRAWING NUMBER
TCCJC 5th Flr Courtrm Renov

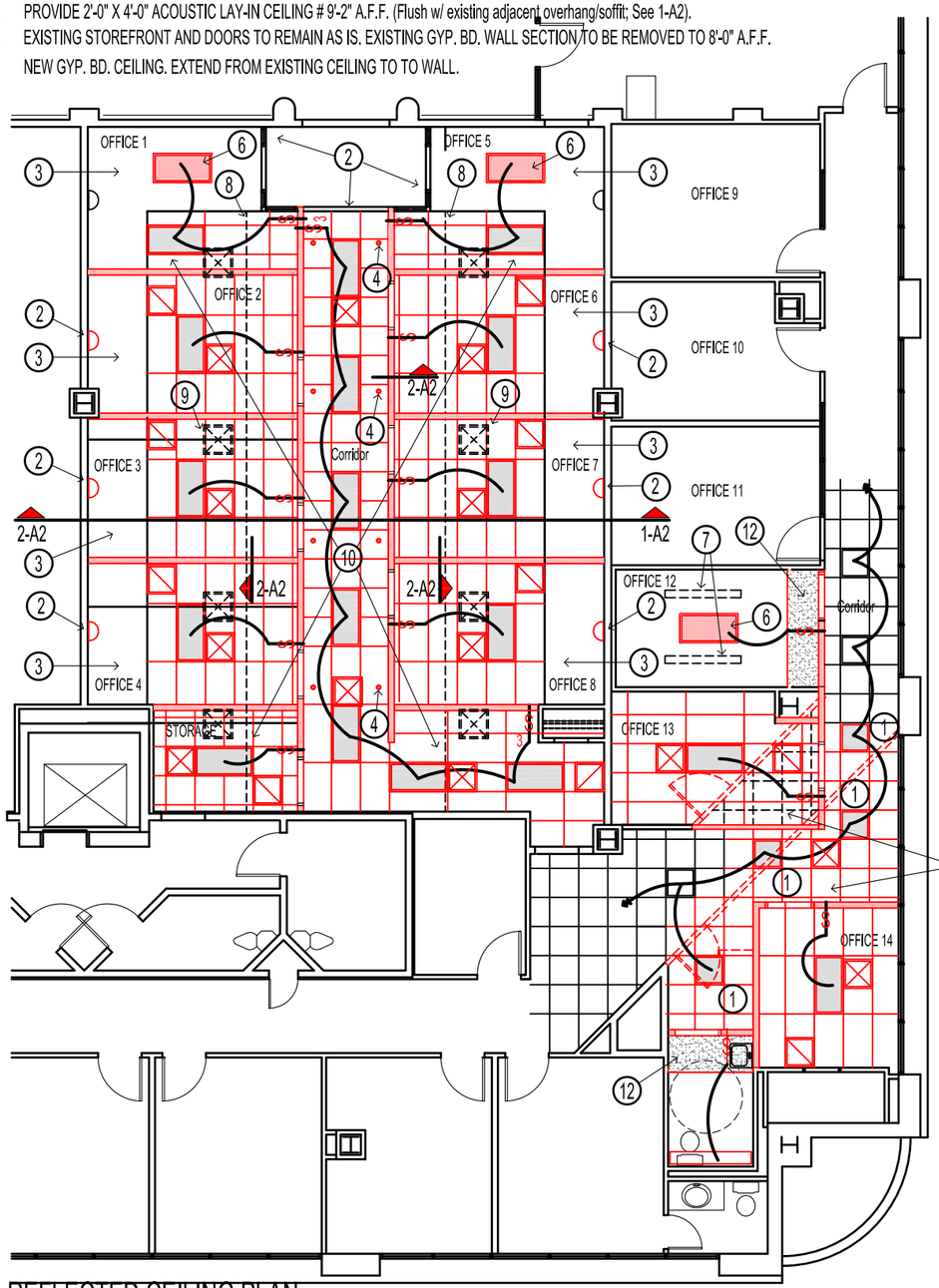
DATE: October 27, 2024

DRAWN BY: H.C.

SHEET NO.
A-1
1 OF 2 SHEETS

KEYED NOTES

1. RELOCATED 2'-0" X2'-0" LAY-IN LIGHT FIXTURES.
2. RELOCATED WALL SCONCE TO CENTERED IN ROOM. PATCH/REPAIR WALL WHERE THEY WERE REMOVED.
3. EXISTING HARD CEILING OVERHANG/SOFFIT @ 9'-2" A.F.F.
4. REMOVE AND RELOCATE EXISTING SPRINKLER HEAD AND EXTEND PIPING TO CORRIDOR CEILING @ 9'-2" +/- A.F.F. SEE 1-A2.
5. REMOVE EXISTING ACOUSTIC LAY-IN CEILING IN THIS AREA AS REQUIRED, RELOCATE, LIGHT FIXTURES AND REGISTERS AS SHOWN.
6. PROVIDE NEW SURFACE MOUNTED 2'-0" X 4'-0" SURFACE MOUNTED FLUORESCENT LIGHT FIXTURE, WIRE TO NEW LIGHT SWITCH.
7. REMOVE EXISTING LINEAR LIGHT FIXTURE. PATCH/REPAIR CEILING.
8. EDGE OF MIDDLE OVERHANG/SOFFIT.
9. APPROXIMATE LOCATION OF SUPPLY AIR REGISTERS LOCATED ON MIDDLE/CENTER OVERHANG/SOFIIT TO BE EXTEND INTO NEW OFFICES. SEE 1-A2.
10. PROVIDE 2'-0" X 4'-0" ACOUSTIC LAY-IN CEILING # 9'-2" A.F.F. (Flush w/ existing adjacent overhang/soffit; See 1-A2).
11. EXISTING STOREFRONT AND DOORS TO REMAIN AS IS. EXISTING GYP. BD. WALL SECTION TO BE REMOVED TO 8'-0" A.F.F.
12. NEW GYP. BD. CEILING. EXTEND FROM EXISTING CEILING TO TO WALL.

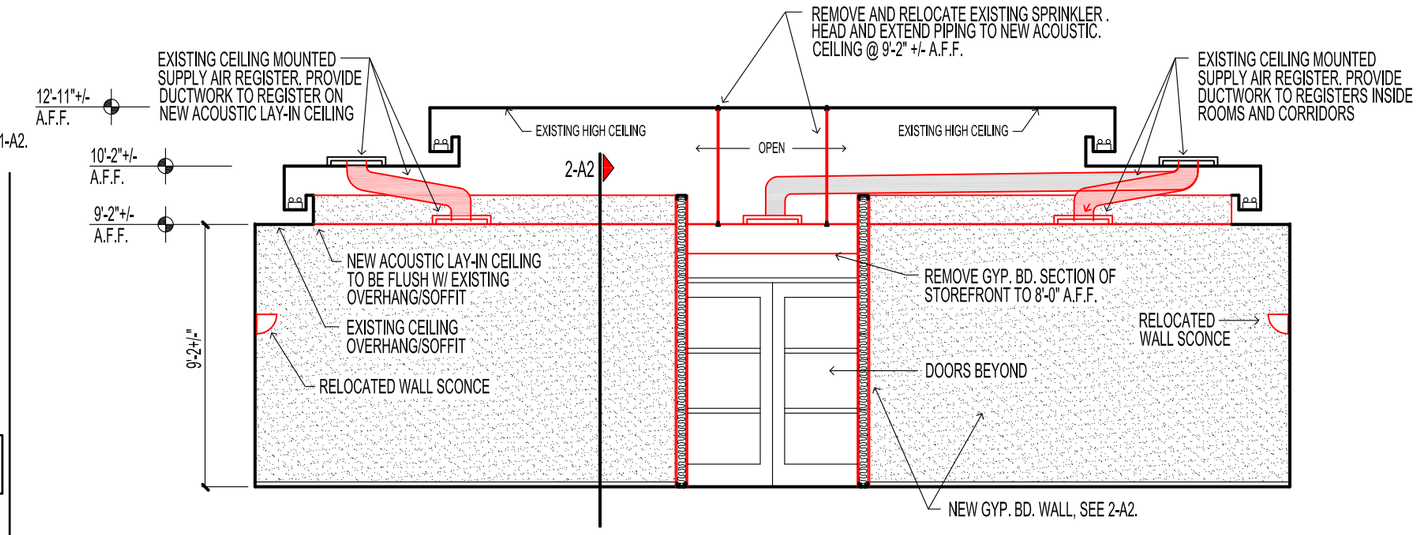


REFLECTED CEILING PLAN

SCALE; 1/4"=1'-0"

GENERAL NOTES

1. PATCH / REPAIR AND PAINT WALLS IN COSTRUCTION AREAS
2. PROVIDE NEW FLOORING TO MATCH EXISTING WHERE REQUIRED.

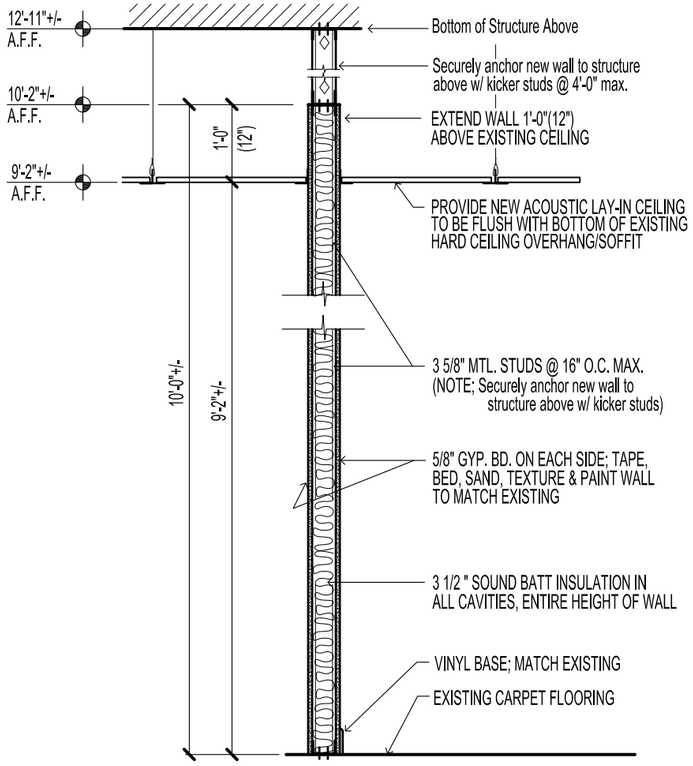


1 BUILDING SECTION

SCALE; 3/16"=1'-0"

LEGEND

- PROVIDE 2'x4' FLUORESCENT RECESSED LIGHT FIXTURE; WIRE AS SHOWN
- PROVIDE 2'x4' FLUORESCENT CEILING MOUNTED LIGHT FIXTURE; WIRE AS SHOWN
- RELOCATED 2'x2' FLUORESCENT LIGHT; WIRE AS SHOWN
- PROVIDE DUPLEX ELECTRICAL OUTLET
- PROVIDE DATA/PHONE OUTLET
- PROVIDE LIGHT SWITCH (Provide 3-Way Switches in Corridor)
- PROVIDE 2'x2' SUPPLY AIR REGISTER
- PROVIDE 2'x2' RETURN AIR REGISTER
- EXISTING SPRINKLER HEADS LOCATED ON UPPER CEILING TO BE EXTENDED INTO CORRIDOR
- APPROXIMATE LOCATION OF SUPPLY AIR REGISTERS LOCATED ON. MIDDLE/CENTER OVERHANG/SOFIIT TO BE EXTENDED INTO NEW OFFICES.
- NEW GYP. BD. CEILING. EXTEND FROM EXISTING CEILING TO TO WALL.



2 WALL SECTION

SCALE; 1/2"=1'-0"

Tarrant County - Facilities Management
Construction Services
100 W. Weatherford St., Room 330
Fort Worth, Texas 76196
p. (817) 884-1502

RENOVATION OF COURTROOM 5081
TIM CURRY CRIMINAL JUSTICE CENTER - 3rd Floor

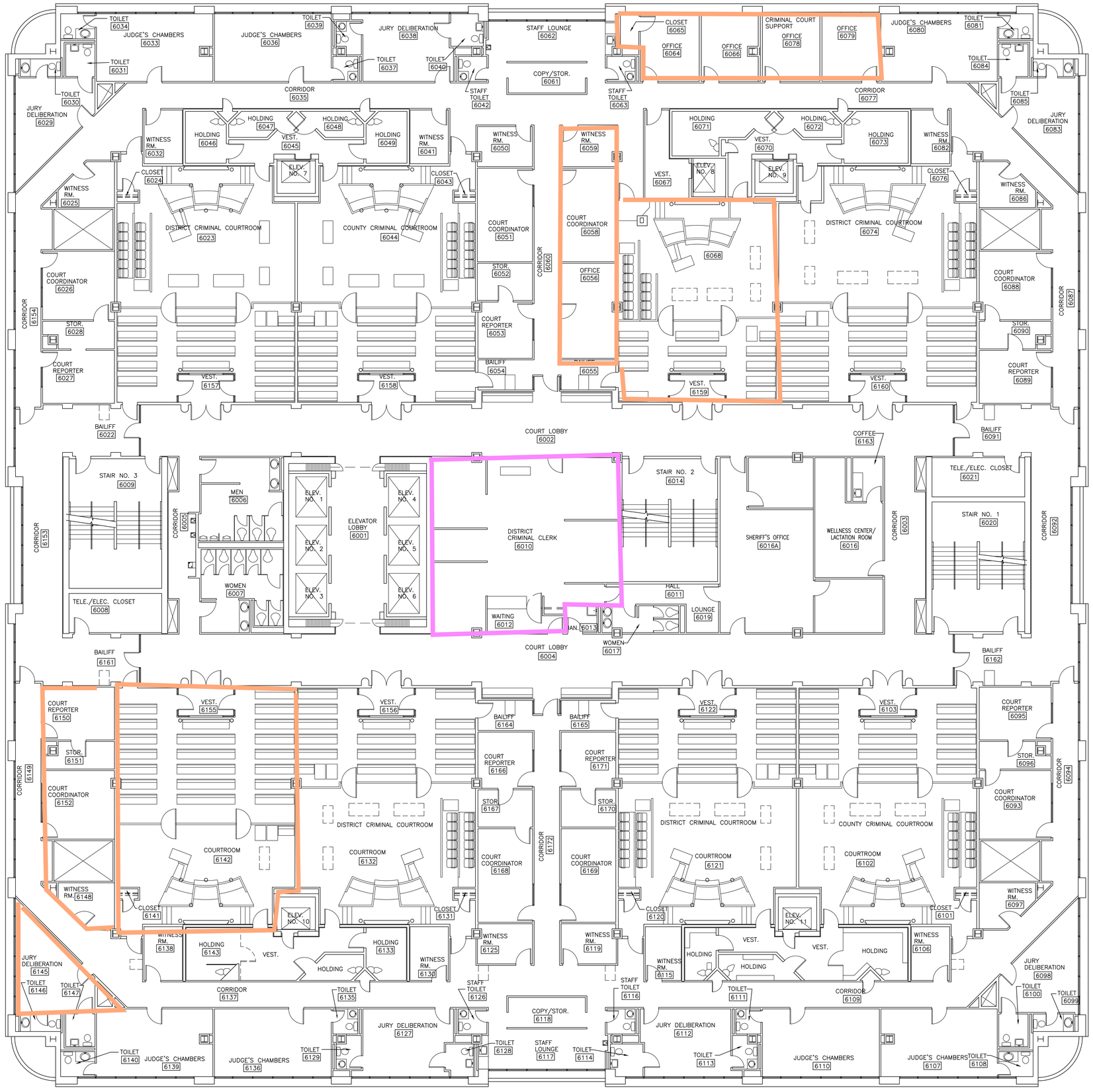
REFLECTED CEILING PLAN, KEYED NOTES, BUILDING SECTION, LEGEND WALL SECTION

DRAWING NUMBER
TCCJC 5th Flr Courtrm Renov

DATE: October 27, 2024

DRAWN BY: H.C.

SHEET NO.
A-2
2 OF 2 SHEETS



Level 6 Current

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	338 S.F.
COMMON	12,576 S.F.
MAJOR VERTICAL PENETRATION (MVP)	3,301 S.F.
COUNTY CRIMINAL COURT #10	3,211 S.F.
432nd CRIMINAL DISTRICT COURT	3,268 S.F.
372nd DISTRICT COURT	3,256 S.F.
VOIR DIRE COURTROOM	3,208 S.F.
371st DISTRICT COURT	3,208 S.F.
COUNTY CRIMINAL COURT #2	3,264 S.F.
CRIMINAL DISTRICT COURT #2	3,453 S.F.
AUXILIARY TRIAL ROOM G	2,090 S.F.
COURT SUPPORT/Criminal Court Support	686 S.F.
DISTRICT CLERK	1,460 S.F.
SHERIFFS OFFICE	797 S.F.
WELLNESS CENTER/ LACTATION ROOM	337 S.F.
LEVEL 6 NET	44,453 S.F.
LEVEL 6 GROSS	44,978 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 6 FLOOR PLAN

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002

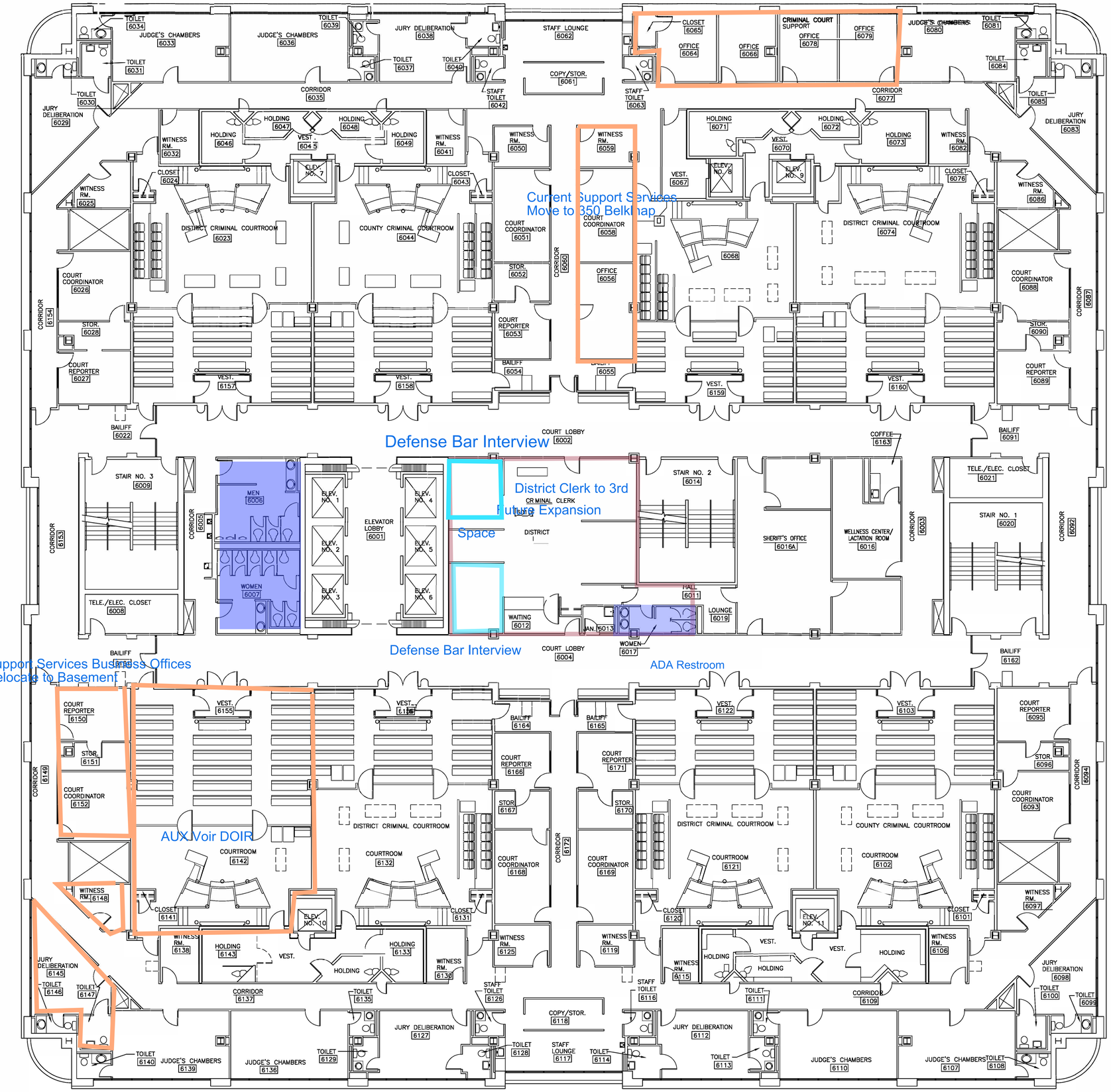
REVISIONS:
1) 04/01/2002 AREA ADDITIONS
2) 07/26/2008 RM NAME UPDATE
3) 08/05/2008 HOLDING UPDATE
4) 12/09/2009 REASSIGN COURTS
5) 01/07/2010 SF UPDATES
6) 10/20/2010 Auxiliary Trial Update
7) 01/20/2016 PLAN UPDATES
8) 09/19/2017 Conditioned Spaces Tab
9) 11/27/2017 PLAN UPDATES
10) 09/28/2018 AREA UPDATES
11) 01/09/2019 PLAN & AREA UPDATES
12) 01/28/2019 PLAN UPDATE
13) 10/05/2022 PLAN UPDATE
14) 11/16/2022 PLAN UPDATE
15) 11/28/2022 COURT PLAN UPDATE
16) 12/12/2023 Add 485th CDC
17) 10/21/2025 PLAN UPDATE

FLOOR PLAN

SHEET

8 OF 13 SHEETS

FILE NAME: 02 12/12/2001
UPDATE LOG:



Level 6 Proposed

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	338 S.F.
COMMON	12,576 S.F.
MAJOR VERTICAL PENETRATION (MVP)	3,301 S.F.
COUNTY CRIMINAL COURT #10	3,211 S.F.
432nd CRIMINAL DISTRICT COURT	3,268 S.F.
372nd DISTRICT COURT	3,256 S.F.
VOIR DIRE COURTROOM	3,208 S.F.
371st DISTRICT COURT	3,208 S.F.
COUNTY CRIMINAL COURT #2	3,264 S.F.
CRIMINAL DISTRICT COURT #2	3,453 S.F.
AUXILIARY TRIAL ROOM G	2,090 S.F.
COURT SUPPORT/Criminal Court Support	686 S.F.
DISTRICT CLERK	1,460 S.F.
SHERIFF'S OFFICE	797 S.F.
WELLNESS CENTER/ LACTATION ROOM	337 S.F.
LEVEL 6 NET	44,453 S.F.
LEVEL 6 GROSS	44,978 S.F.

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 6 FLOOR PLAN

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

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6) 10/23/2010 Auxiliary Trial Update
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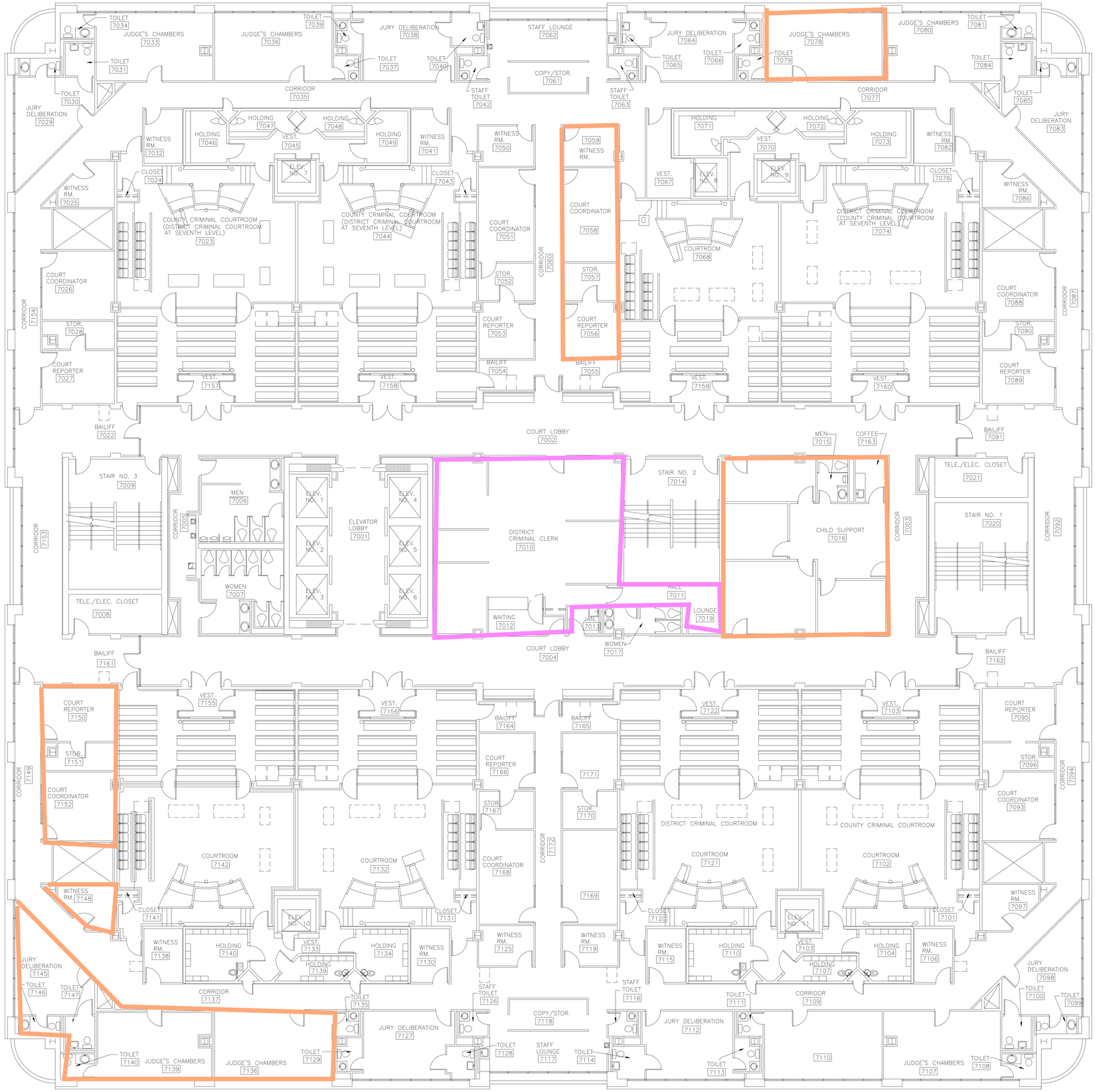
12) 01/28/2019 PLAN UPDATE
13) 10/05/2022 PLAN UPDATE
14) 11/16/2022 PLAN UPDATE
15) 11/29/2022 COURT PLAN UPDATE
16) 12/12/2023 Add 485th CDC
17) 10/21/2025 PLAN UPDATE

FLOOR PLAN

SHEET

8 OF 13 SHEETS

FILE NAME: 02 12/12/2001
UPDATE LOG:



Level 7 Current

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	338 S.F.
COMMON	12,576 S.F.
MAJOR VERTICAL PENETRATION (MVP)	3,301 S.F.
AUXILIARY TRIAL ROOM D	2,776 S.F.
AUXILIARY TRIAL ROOM E	3,208 S.F.
COUNTY CRIMINAL COURT #3	3,208 S.F.
COUNTY CRIMINAL COURT #8	3,264 S.F.
COUNTY CRIMINAL COURT #7	3,208 S.F.
CRIMINAL DISTRICT COURT #3	3,453 S.F.
AUXILIARY TRIAL ROOM C	3,256 S.F.
JUDICIAL STAFF COUNCIL	689 S.F.
DISTRICT CLERK	1,460 S.F.
COURT SUPPORT	1,134 S.F.
396th CRIMINAL DISTRICT COURT	2,582 S.F.
LEVEL 7 NET	44,453 S.F.
LEVEL 7 GROSS	44,978 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 7 FLOOR PLAN

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002

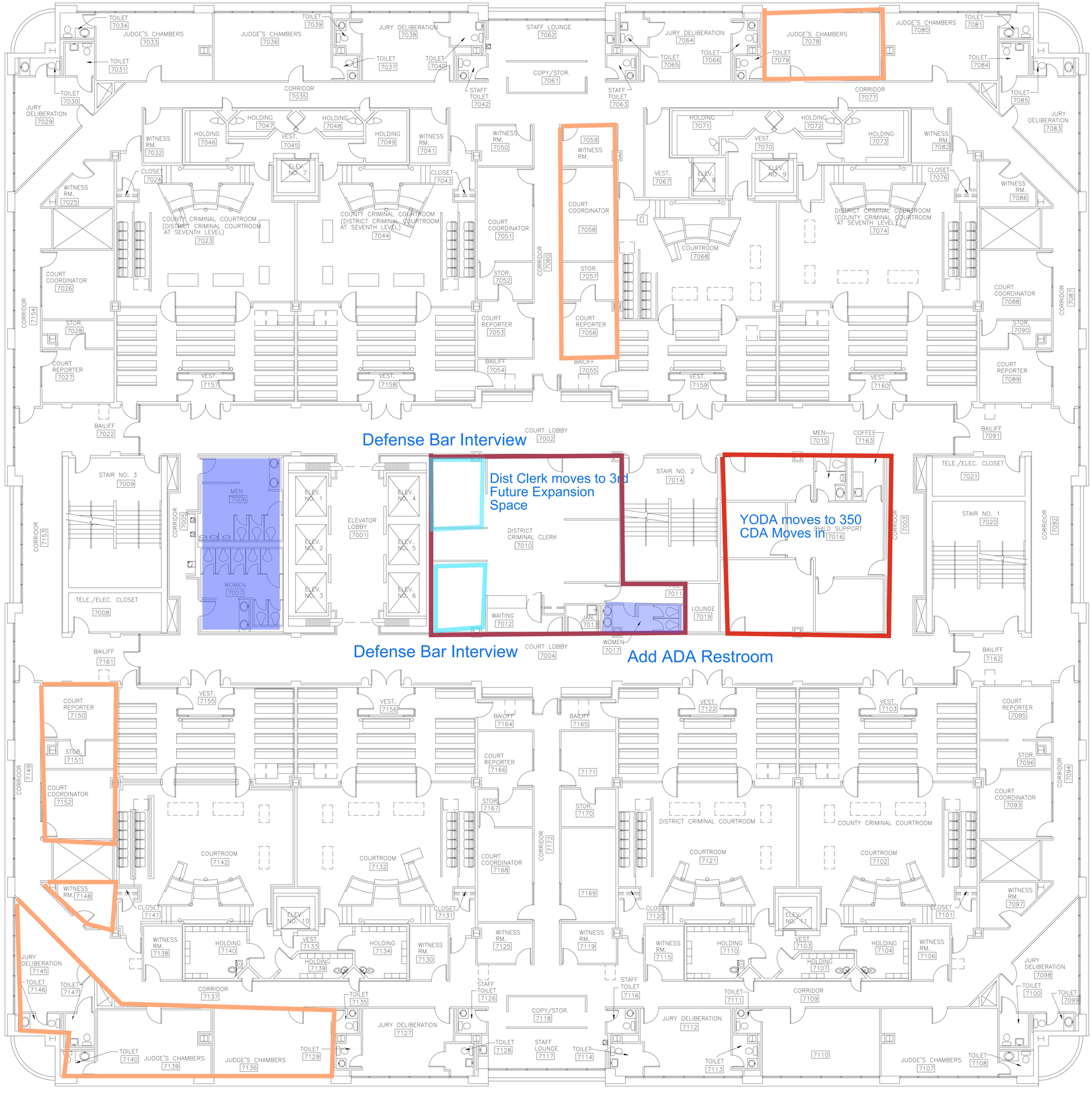
REVISIONS:
1) 04/01/2002 AREA ADDITIONS
2) 12/09/2009 REASSIGN COURTS
3) 01/07/2010 SF UPDATES
4) 02/05/2010 SF UPDATES
5) 10/20/2010 Auxiliary Trial Update
6) 01/20/2016 PLAN UPDATES
7) 10/27/2016 PLAN UPDATES
8) 09/14/2017 PLAN UPDATES
9) 09/19/2017 Conditioned Spaces Tab
10) 11/27/2017 PLAN UPDATES
11) 09/28/2018 AREA UPDATES
12) 10/05/2022 PLAN UPDATES
13) 11/16/2022 PLAN UPDATES
14) 11/28/2022 Door Relocation
15) 09/25/2025 PLAN UPDATES

FLOOR PLAN

SHEET

9 OF 13 SHEETS

FILE NAME: 02 12/12/2001
UPDATE LOG:



Level 7 Proposed

CDA Plus - 5

CDA moves into District Clerk space and Yoda space

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	338 S.F.
COMMON	12,576 S.F.
MAJOR VERTICAL PENETRATION (MVP)	3,301 S.F.
AUXILIARY TRIAL ROOM D	2,776 S.F.
AUXILIARY TRIAL ROOM E	3,208 S.F.
COUNTY CRIMINAL COURT #3	3,208 S.F.
COUNTY CRIMINAL COURT #8	3,264 S.F.
COUNTY CRIMINAL COURT #7	3,208 S.F.
CRIMINAL DISTRICT COURT #3	3,453 S.F.
AUXILIARY TRIAL ROOM C	3,256 S.F.
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DISTRICT CLERK	1,460 S.F.
COURT SUPPORT	1,134 S.F.
396th CRIMINAL DISTRICT COURT	2,582 S.F.
LEVEL 7 NET	44,453 S.F.
LEVEL 7 GROSS	44,978 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 7 FLOOR PLAN

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
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4) 02/05/2010 SF UPDATES
5) 10/20/2010 Auxiliary Trial Update
6) 01/20/2016 PLAN UPDATES
7) 10/27/2016 PLAN UPDATES
8) 09/14/2017 PLAN UPDATES
9) 09/19/2017 Conditioned Spaces Tab
10) 11/27/2017 PLAN UPDATES
11) 09/28/2018 AREA UPDATES
12) 10/05/2022 PLAN UPDATES
13) 11/16/2022 PLAN UPDATES
14) 11/28/2022 Door Relocation
15) 09/25/2025 PLAN UPDATES

FLOOR PLAN

SHEET

9 OF 13 SHEETS

FILE NAME: 02 12/12/2001
UPDATE LOG:

Department	County District Attorney (CDA)
Floor	7
Project	Renovate Suite 7016 (YODA) to Offices
Justification	Office creation
Phase	1
Estimated Budget	$34,000.00

Scope:

- Demolition of walls, creation of an additional office, and installation of transaction window and counter.

Purpose:

- The Youth Offender Diversion Alternative (YODA) team has relocated from TCCJC to 350 W Belknap. This allows suite 7016 to be available for reassignment to the CDA's office to meet space requirements.

YODA Suite Remodel

Budget Estimate date **5/19/2026**

The budget below is based from the following scope of work:

1. This budget includes a total of ? sf located at address.

3. This budget does not include relocation costs.

4. This budget does not include annual operating costs.

Capital Budget Summary

1. SITE WORK			$	-
2. DEMOLITION / ABATEMENT			$	-
3. CONSTRUCTION COST OF THE BUILDING			$	**32,021.05**
General Requirements	$	-		
Concrete	$	-		
Gypsum Board Assemblies	$	2,698.36		
Openings	$	14,746.10		
Finishes	$	5,321.00		
Elevator	$	-		
Mechanical Systems	$	3,185.60		
Electrical Systems	$	4,180.00		
Plumbing Systems	$	1,890.00		
Special Equipment	$	-		
Low Voltage	$	-		
General Contractor (1 if bid out, 0 if performed in-house)	$	-		
4. PROFESSIONAL SERVICES			$	-
Pre-design (programming, preliminary drawings, site alternates)	$	-		
Full Architect / Engineering Services (triggered if HC is > $50,000)	$	-		
Lab Design Consultant	$	-		
Geotechnical Survey	$	-		
Phase 1 / 2 Asbetos Surveys	$	-		
Inspections / Testing	$	-		
HVAC - Test and Balance	$	-		
Commissioning - LEED	$	-		
Document Reproduction	$	-		
5. PERMITS & FEES			$	-
6. OCCUPANCY EXPENSES			$	-
7. OWNER'S CONTINGENCY			$	**1,601.05**

Tarrant County Facilities Management

TOTAL PROJECT BUDGET : If Self-Perfomred	**$**	**33,622.10**

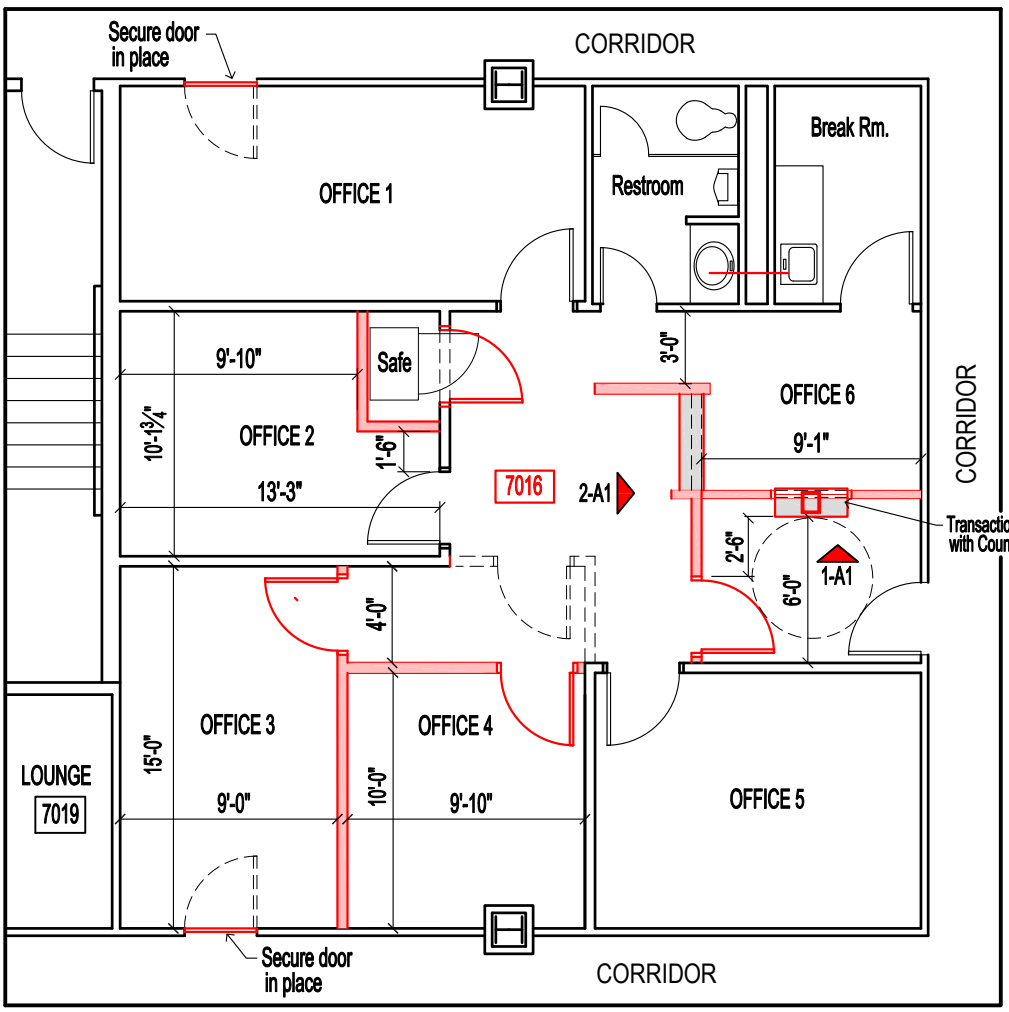
YODA Suite Remodel

5/19/2026

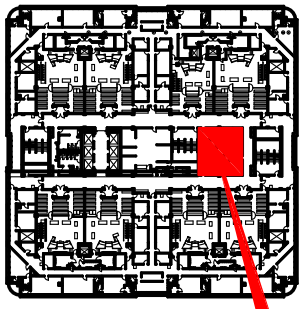
Generated by: Brad
Reviewed:

Cost Category	Qty	Unit	Estimate	Section Subtotal	Notes
1. Site Work				$ -	
Utilities - Sanitary Sewer	0.00	lf	$ -		
Utilities - Storm Sewer	0.00	lf	$ -		
Utilities - Irrigation		lf	$ -		
Utilities - Electrical		lf	$ -		
Utilities - Natural Gas		lf	$ -		
Utilities - Fiber Data / Communications		lf	$ -		
			$ -		
2. Demo / Abatement				$ -	
Demolition/ pad protect	0.00	sf	$ -		
Abatement		sf	$ -		
Trash Haul / Cleaning			$ -		
3. Construction			$ -		
General Requirements				$ -	
Safety / Temporary Partitions / protect finishes / logistics	0.00	ls	$ -		
			$ -		
Concrete				$ -	
Saw cut / Demo		sf/ lf	$ -		
Form, Place, Finish		sf/ lf	$ -		
			$ -		
Gyp Assemblies				$ 2,698.36	
Framing	55.00	lf	$ 729.03		
Drywall	1100.00	sf surface area	$ 548.13		
Insulation	550.00	sf surface area	$ 871.20		
Acoustic Ceilings	2.00	each	$ 550.00		
labor hrs	0.00	each	$ -		
level 3 bul resist	0.00	sf surface area	$ -		
Openings				$ 14,746.10	
Doors, Frames, Hardware	4.00	leaf	$ 9,648.50		
Storefront	36.00	sf	$ 5,097.60		
Storefront Doors	0.00	leaf	$ -		
Clear security film	0.00	sf			
BR Glass	0.00	sf			
c					
Finishes				$ 5,321.00	
Tape, Bed, Plaster	1100.00	sf	$ 60.50		
Paint	1100.00	sf	$ 363.00		
wall coverings	0.00	sf	$ -		
sealed concrete	0.00	sf	$ -		
carpet / cove base	100.00	each	$ 577.50		
tile cove base	0.00	Sf	$ -		
wall tile	0.00	Sf	$ -		
floor tile	0.00	Sf	$ -		
solid surface	40.00	Sf	$ 4,320.00		
Millwork	0.00	LF upper/ lower	$ -		
Elevator			$ -	$ -	
New Cab	0.00	cab/ floor	$ -		
Cab Finish Allowance	0.00	cab/ floor	$ -		
			$ -		
Mechanical Systems				$ 3,185.60	
HVAC Units	0.00	tons	$ -		
New VAV's for existing systems	0.00	each	$ -		
Ductwork	0.00	lf	$ -		
New grilles and Regs	0.00	each	$ -		
Materials =10%	0.00	each	$ -		
Labor- journeymand + helper	16.00	hr	$ 3,185.60		
New Controls (Tstats)	0.00	each point	$ -		
Electrical Systems				$ 4,180.00	
Equipment - panels, transformers, diconnects	0.00		$ -		
Wiring/Conduit	0.00	lf	$ -		
devices (outlets, switches)	0.00	each	$ -		
Lighting/Fixtures	0.00	each	$ -		
Materials =10%	1.80	each	$ 900.00		
Labor- journeymand + helper	32.00	hr	$ 3,280.00		
			$ -		
Plumbing Systems			$ -	$ 1,890.00	
floor penetrations	0.00	each	$ -		
rough-in (piping,fittings, carriers)	0.00	LS	$ -		
Fixtures and Trim	0.00	each	$ -		

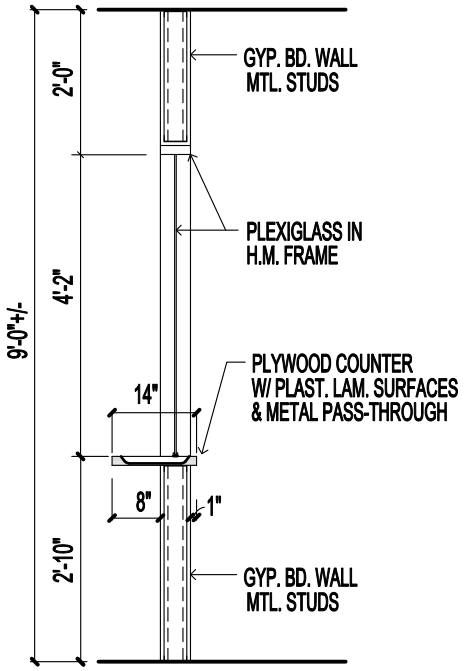
Fire sprinkler	0.00	sf / heads	$ -	
Materials =10%	1.00	each	$ 250.00	
Labor- journeymand + helper	16.00	hr	$ 1,640.00	
Special Equipment				$ -
Folding Partitions	0.00	lf	$ -	
toilet partitions	0.00	per fixture	$ -	
toilet accessories	0.00	per fixture	$ -	
fire extinguishers	0.00	each	$ -	
Maintenance Equipment	0.00		$ -	
Spare Parts / Attic Stock	0.00		$ -	
			$ -	
Low Voltage Systems				$ -
Building Systems and Equipment	0.00		$ -	
Data	0.00	locations drops	$ -	
Phones	0.00	locations drops	$ -	
Access Control / Security	0.00	relocate	$ -	
Audio / Visual	0.00	locations drops	$ -	
Hard Cost Construction Subtotal			$ 32,021.05	$ 32,021.05
General Contractor (1 if bid out, 0 if performed in-house)	0.00		$ -	$ -
4. Professional Services				$ -
Pre-design (programming, preliminary drawings, site alternates)	0.00		$ -	
Full Architect / Engineering Services (triggered if HC is > $50,000)	0.00		$ -	
Lab Design Consultant	0.00		$ -	
Geotechnical Survey	0.00		$ -	
Phase 1 / 2 Asbetos Surveys	0.00		$ -	
Inspections / Testing	0.00		$ -	
HVAC - Test and Balance	0.00		$ -	
Commissioning - LEED	0.00		$ -	
Document Reproduction	0.00		$ -	
5. Permits and Fees				$ -
Texas Accessibility Plan Review and Inspection Fees	0.00		$ -	
City Permit Fees (Certificate of Occupancy)	0.00		$ -	
Impact Fee- Waste and Water	0.00		$ -	
Assessment - Natural Gas Service	0.00		$ -	
Assessment - Electrical Service	0.00		$ -	
			$ -	
6. Occupancy / Move In				$ -
Furnishings, fixtures, and Equipment- Acquisition	0.00	spaces	$ -	
Furnishings, Fixtures, and Equipment- Move-Out/Move In	0.00	spaces	$ -	
			$ -	
			$ -	
			$ -	
Project Subtotal			**$ 32,021.05**	$ 32,021.05
7. Contingency			$ 1,601.05	$ 1,601.05
ESTIMATE TOTAL			**$ 33,622.10**	**$ 33,622.10**



Location Plan



Tim Curry Criminal Justice Center
7th Floor, Room 7016



FLOOR PLAN

Justice Center 7th Floor, Room 7016

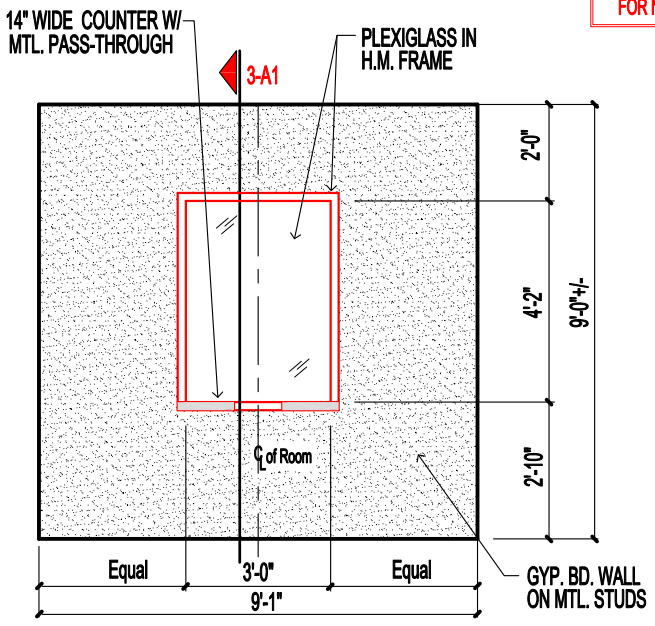
SCALE; 1/8"=1'-0"

EXISTING CONSTRUCTION TO BE REMOVED
NEW CONSTRUCTION

General Notes;
1. PATCH, REPAIR AND PAINT ALL WALLS INSIDE ROOM 7016
2. REWORK EXISTING CEILING AND FIXTURES AS REQUIRED FOR NEW WALLS

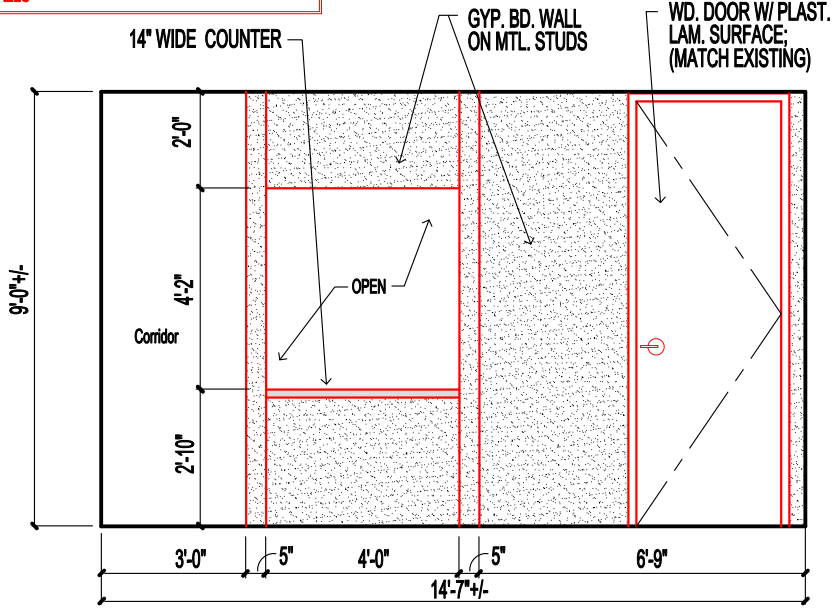
3 TRANSACTION WINDOW SECTION

SCALE;3/8"=1'-0"



1 TRANSACTION WINDOW ELEVATION

SCALE; 1/4"=1'-0"



2 COUNTER ELEVATION

SCALE; 1/4"=1'-0"

Tarrant County - Facilities Management
Construction Services
200 Taylor Street, Suite 344, Rm. 363
Fort Worth, Texas 76196
p; (817) 884-1502

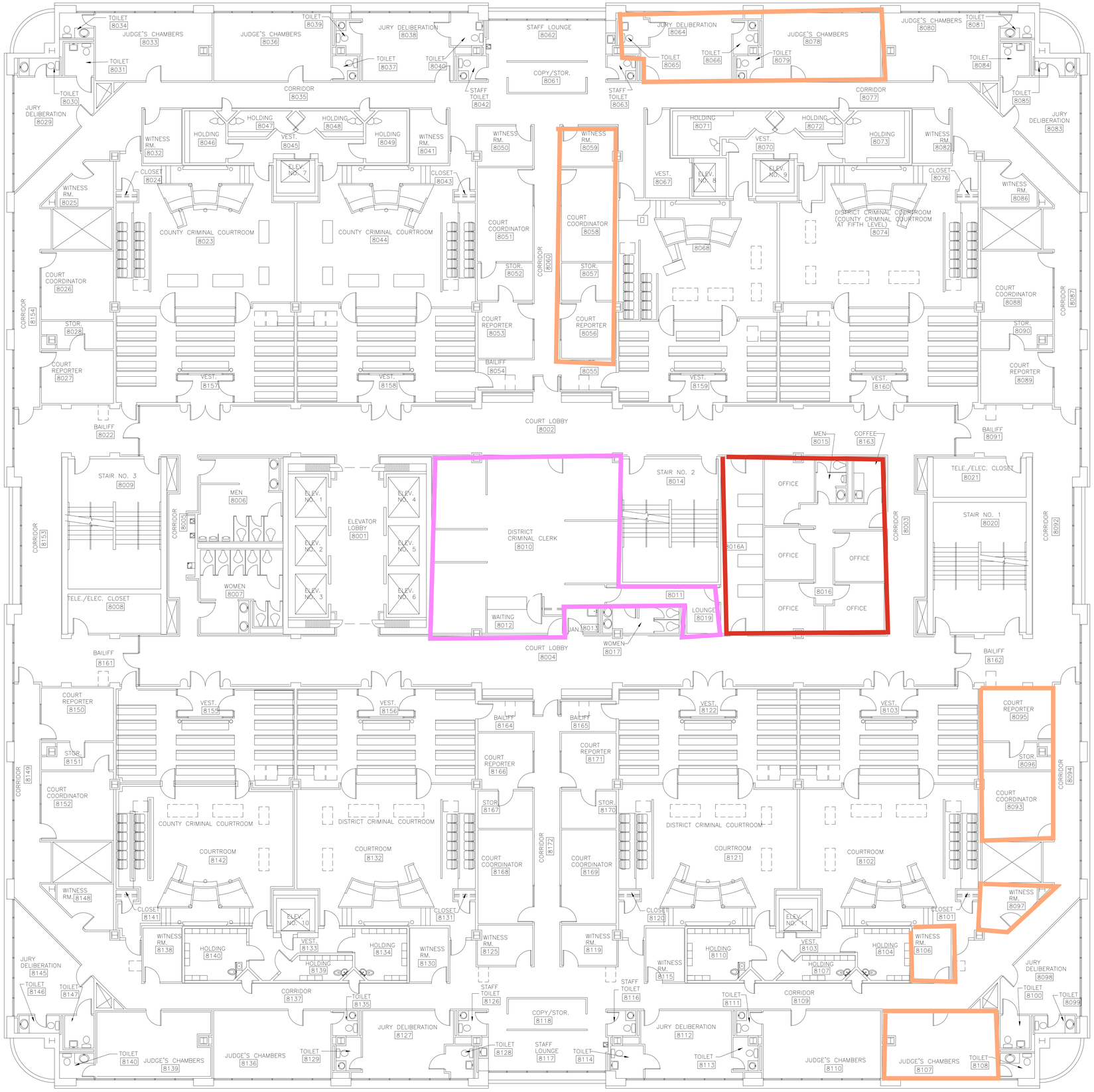
TARRANT COUNTY TEXAS

TRANSACTION WINDOW, COUNTER AND OFFICES FOR TIM CURRY CRIMINAL JUSTICE CENTER 7th FLOOR

FLOOR PLAN, TRANSACTION WINDOW ELEVATION, COUNTER ELEVATION, WALL SECTION, LOCATION PLAN

DRAWN BY: H.C.
DATE: May 21, 2026
DWG. NUMBER tcjc yoda 7th floor wind

SHEET NO. A-1
SHEETS 1 OF 1



Level 8 Current

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	338 S.F.
COMMON	12,576 S.F.
MAJOR VERTICAL PENETRATION (MVP)	3,301 S.F.
AUXILIARY TRIAL ROOM A	3,208 S.F.
213th DISTRICT COURT	3,271 S.F.
485th DISTRICT COURT	3,256 S.F.
COUNTY CRIMINAL COURT #9	3,057 S.F.
COUNTY CRIMINAL COURT #6	3,208 S.F.
COUNTY CRIMINAL COURT #5	3,264 S.F.
CRIMINAL DISTRICT COURT #4	3,453 S.F.
AUXILIARY TRIAL ROOM B	2,776 S.F.
MAGISTRATE COURT	151 S.F.
DISTRICT CLERK	1,460 S.F.
DISTRICT ATTORNEY	1,134 S.F.
LEVEL 8 NET	44,453 S.F.
LEVEL 8 GROSS	44,978 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 8 FLOOR PLAN

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002

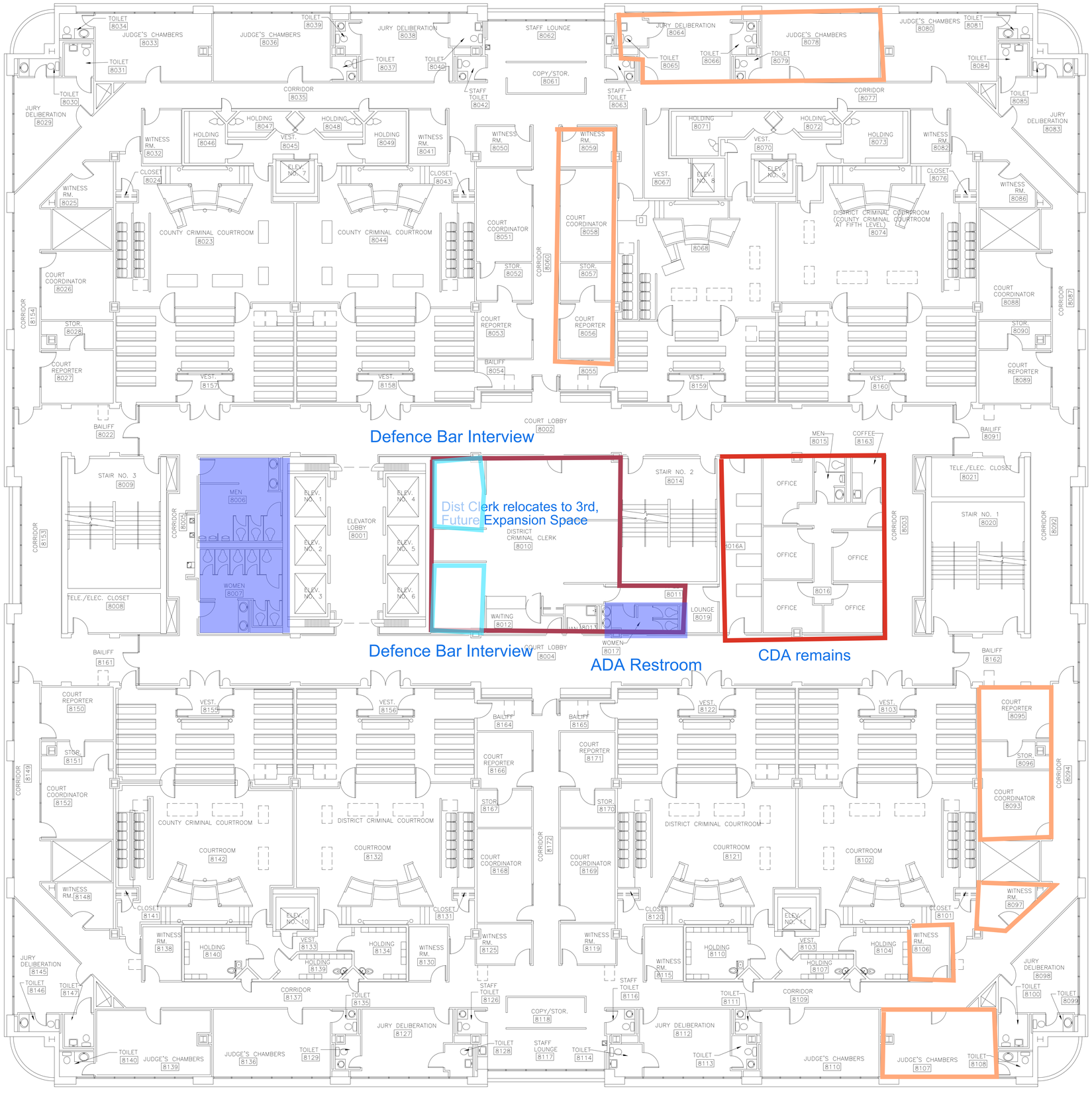
REVISIONS:
1) 04/01/2002 AREA ADDITIONS
2) 01/07/2010 SF UPDATES
3) 02/05/2010 SF UPDATES
4) 01/20/2016 PLAN UPDATES
5) 09/19/2017 Conditioned Spaces Tab
6) 09/22/2017 District Attorney Update
7) 11/27/2017 PLAN UPDATES
8) 03/06/2018 PLAN UPDATES
9) 09/28/2018 AREA UPDATES
10) 10/05/2022 PLAN UPDATES
11) 09/24/2025 PLAN UPDATES

FLOOR PLAN

SHEET

10 OF 13 SHEETS

FILE NAME: 02 12/12/2001
UPDATE LOG:



Level 8 Proposed

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	338 S.F.
COMMON	12,576 S.F.
MAJOR VERTICAL PENETRATION (MVP)	3,301 S.F.
AUXILIARY TRIAL ROOM A	3,208 S.F.
213th DISTRICT COURT	3,271 S.F.
485th DISTRICT COURT	3,256 S.F.
COUNTY CRIMINAL COURT #9	3,057 S.F.
COUNTY CRIMINAL COURT #6	3,208 S.F.
COUNTY CRIMINAL COURT #5	3,264 S.F.
CRIMINAL DISTRICT COURT #4	3,453 S.F.
AUXILIARY TRIAL ROOM B	2,776 S.F.
MAGISTRATE COURT	151 S.F.
DISTRICT CLERK	1,460 S.F.
DISTRICT ATTORNEY	1,134 S.F.
LEVEL 8 NET	44,453 S.F.
LEVEL 8 GROSS	44,978 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 8 FLOOR PLAN

NORTH 0 8' 16' 24'

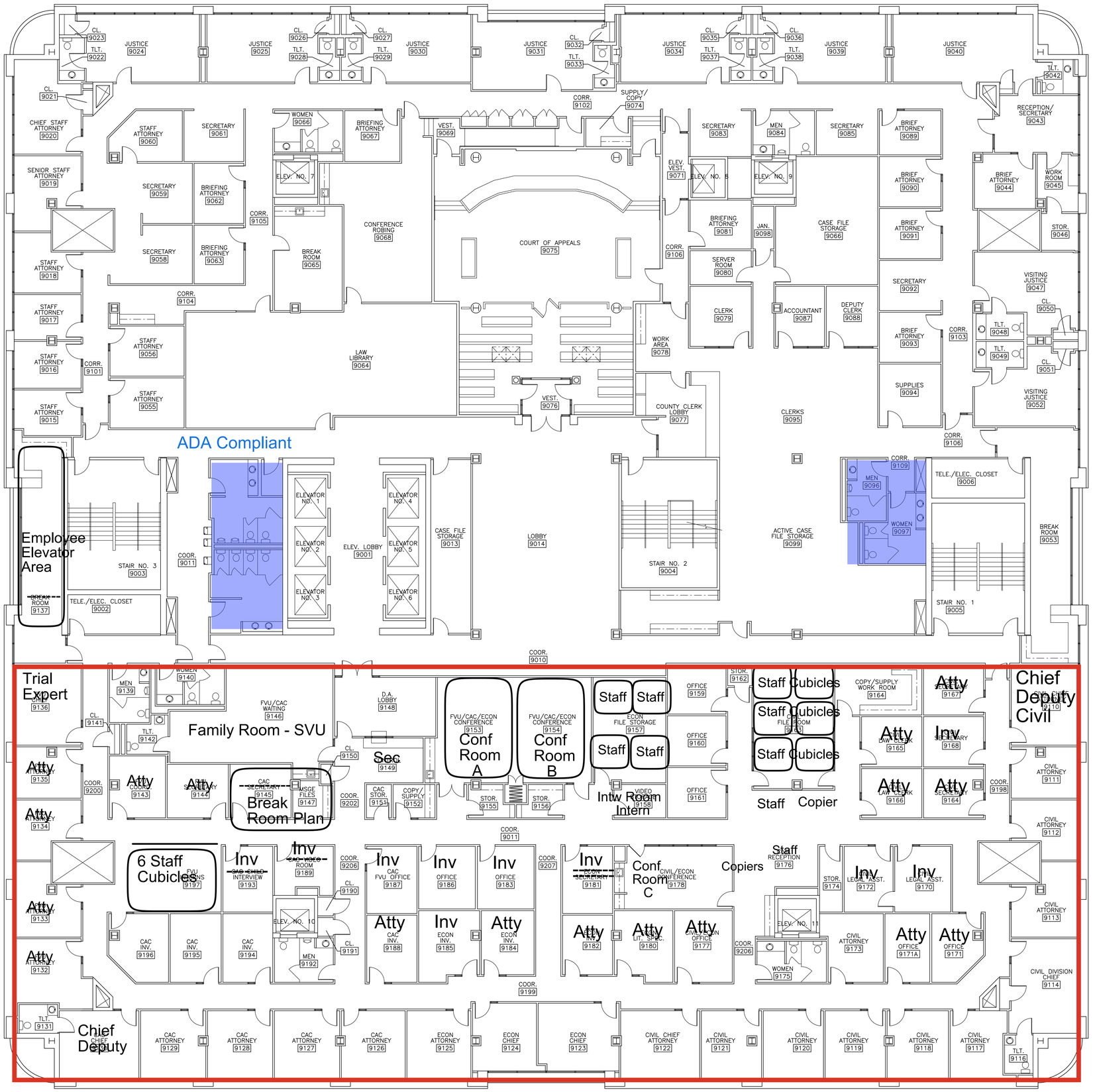
TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002
REVISIONS:
1) 04/01/2002 AREA ADDITIONS
2) 01/07/2010 SF UPDATES
3) 02/05/2010 SF UPDATES
4) 01/20/2016 PLAN UPDATES
5) 09/19/2017 Conditioned Spaces Tab
6) 09/22/2017 District Attorney Update
7) 11/27/2017 PLAN UPDATES
8) 03/06/2018 PLAN UPDATES
9) 09/28/2018 AREA UPDATES
10) 10/05/2022 PLAN UPDATES
11) 09/24/2025 PLAN UPDATES

FLOOR PLAN
SHEET

FILE NAME: 02 12/12/2001
UPDATE LOG:



Level 9 Proposed

Some potential this floor for CDA expansion - from Active Case file storage

Color Coding Key
ADA Restrooms (Public)
CDA
Court Support Services
County Clerk
Defense Bar
District Clerk
Available Flex Space

SQ. FT. PER DEPARTMENT	
SERVICE AREA	353 S.F.
COMMON	2,674 S.F.
MAJOR VERTICAL PENETRATION (MVP)	3,394 S.F.
COURT OF APPEALS	20,800 S.F.
DISTRICT ATTORNEY	17,235 S.F.
LEVEL 9 NET	44,456 S.F.
LEVEL 9 GROSS	44,989 S.F.

TIM CURRY CRIMINAL JUSTICE CENTER LEVEL 9 FLOOR PLAN

NORTH

0 8' 16' 24'

TIM CURRY CRIMINAL JUSTICE CENTER - 3110404000
401 WEST BELKNAP * FORT WORTH, TEXAS 76196

COUNTY OF TARRANT
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.
DRAWN BY
CHECKED BY
DATE 03/13/2002
REVISIONS:
1) 04/01/2002 Area Additions
2) 09/19/2017 Conditioned Spaces Tab
3) 09/22/2017 Plan Updates

FLOOR PLAN
SHEET
OF 13 SHEETS

FILE NAME: 02 12/12/2001
UPDATE LOG:

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 2

Department: Facilities Management	**Prepared By:** Misty Foster	**Approved By:** Jon P. Hendrickson

SUBJECT:

Consideration of a Property Use Request and Fee Waiver from the Office of Commissioner Alisa Simmons to Use the Subcourthouse in Arlington for Precinct 2 Town Hall Meetings

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider a property use request and fee waiver from the Office of Commissioner Alisa Simmons to use the Subcourthouse in Arlington for Precinct 2 Town Hall meetings.

BACKGROUND

Commissioner Simmons has requested to use the Arlington Subcourthouse to conduct Town Hall meetings from 5:30 p.m. to 7:00 p.m. on the following dates:

July 23, 2026
August 6, 2026
September 17, 2026
October 22, 2026

The Constables Office has agreed to provide security during the non-business hours for this meeting. Facilities has received the property use forms for this event.

FISCAL IMPACT

The estimated fiscal impact based on salary average overtime rates for Facilities Management and the Constable's Office will be approximately $1,314.48
Salary Cost will be charged to the following accounts:

$540.23 - Facilities - 10000-2026 General Fund/3110225000 Sub-Courthouse at Arlington/510000 Personnel
$774.26 - Constables - 10000-2026 General Fund/2220100000 Constable Precinct 2/510000 Personnel

Attachments

Pct. Town Hall.pdf

Facility use for Town Hall.pdf

TARRANT COUNTY FACILITIES MANAGEMENT
PROPERTY USE APPLICATION

PLEASE COMPLETE ALL SECTIONS.

Location requested: TARRANT COUNTY ARLINGTON SUB. COURTHOUSE

Event Date(s): JUNE 23 2026, AUG. 6, 2026, SEPTEMBER 17, & OCTOBER 22

Time of event: 5:30PM - 7:00 PM

Description of event (if more than three lines, please provide an attachment):
TARRANT COUNTY PRECINCT 2 WILL HOST A TOWN HALL

✓ Electricity required

✓ Set up equipment (tables/chairs/podium/speakers, etc.) requested from County

Contact Person: DUCHESS D. HUMPHREY

Address: 700 E. ABRAM STE 304 City: ARLINGTON State: TX Zip: 76010

Cell phone number: 817 2486099 Email: DDHUMPHREY2@TARRANTCOUNTYTX.GOV

Name of Organization: OFFICE OF COMMISSIONER ALISA SIMMONS

____ Non-Profit ____ For-Profit GOVERNMENT

Primary contact person: ALISA SIMMONS

Address: 700 E ABRAM STE 304 City: ARLINGTON State: TX Zip: 76010

Business phone number: 817 248 6099 Email: ALSIMMONS@TARRANTCOUNTYTX.GOV

Event on-site contact person & cell phone number: DUCHESS HUMPHREY
972 900 7664

Applicant's signature: [signature]

Applicant's printed name: DUCHESS HUMPHREY

Date: MAY 21 2026

FY26 Salary Costs Related to After-Hours Building Use									
Title	**# of Employees**	**Event Length (Hrs)**	**Total Staff Hours**	**Hourly Rate**	**OT Rate**	**Hourly Cost**	**FICA**	**Retirement**	**Total Cost**
Constable Deputy	1	10	10	$ 43	$ 65	**$ 647**	$ 49	$ 78	**$ 774.26**
Building Services Technician III	1	10	10	$ 30	$ 45	**$ 451**	$ 35	$ 54	**$ 540.23**
								TOTAL	**$ 1,314.48**

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 3

Department: Facilities Management	**Prepared By:** Misty Foster	**Approved By:** Jon P. Hendrickson

SUBJECT:

Consideration of a Property Use Request and Fee Waiver from the Southern University Alumni - Fort Worth Chapter to Use the Subcourthouse in Arlington Community Room to Host the Southern University Student Send-Off

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider a property use request and a fee waiver from the Southern University Alumni Fort Worth Chapter to use the Subcourthouse in Arlington Community Room to host their Southern University Student Send-off on Saturday July 18, 2026.

BACKGROUND

The Southern University Alumni Federation- Fort Worth Chapter is a nonprofit alumni organization committed to supporting students through scholarship, mentorship, and community engagement.

This event is to celebrate and encourage incoming and returning students attending the Southern University System, provide mentorship and networking opportunities, connect students and families with alumni support and share resources to support student success “to and through” college.

This event will be held on Saturday July 18, 2026 from 9:00am to 1:00pm.

Facilities received the property use forms for this event.

FISCAL IMPACT

Attachments

Southern University.pdf

Facility Use for Subcourthouse in Arlington - students.pdf

TARRANT COUNTY FACILITIES MANAGEMENT
PROPERTY USE APPLICATION

PLEASE COMPLETE ALL SECTIONS.

Location requested: Arlington Sub-Courthouse

Event Date(s): July 11 OR July 18 (whichever is available)

Time of event: ~~10am - 2pm~~ 9am to 1pm

Description of event (if more than three lines, please provide an attachment):
Southern University Fort Worth Alumni Chapter will send 24 Tarrant County Student

✓ Electricity required

✓ Set up equipment (tables/chairs/podium/speakers, etc.) requested from County

Contact Person: Tiffany Fuller

Address: 6905 Shenandoah City: Fort Worth State: TX Zip: 76140

Cell phone number (346) 410-6800 Email: suaffwmembership@gmail.com

Name of Organization: Southern University Alumni - Fort Worth Chapter

✓ Non-Profit ____ For-Profit

Primary contact person: Tiffany Fuller

Address: 6905 Shenandoah Dr City: Forest Hill State: TX Zip: 76140

Business phone number (346) 410-6800 Email: tiffanyfuller731@gmail.com

Event on-site contact person & cell phone number: (C) 346-410-6800

Applicant's signature: Tiffany Fuller

Applicant's printed name: Tiffany Fuller

Date: 5/21/26

FY26 Salary Costs Related to After-Hours Building Use									
Title	**# of Employees**	**Event Length (Hrs)**	**Total Staff Hours**	**Hourly Rate**	**OT Rate**	**Hourly Cost**	**FICA**	**Retirement**	**Total Cost**
Constable Deputy	1	6.5	6.5	$ 43	$ 65	**$ 421**	$ 32	$ 51	**$ 503.27**
Building Services Technician III	1	6.5	6.5	$ 30	$ 45	**$ 293**	$ 22	$ 35	**$ 351.15**
								TOTAL	**$ 854.41**

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 3
Department: Human Resources	**Prepared By:** Jennifer Jones	**Approved By:** Roxie Held

SUBJECT:

Consideration of a Memorandum of Understanding between Tarrant County and Rangers Baseball LLC for the 27th Annual Tarrant County Employee Picnic at Globe Life Field

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider a Memorandum of Understanding between Tarrant County and Rangers Baseball LLC (Texas Rangers) for the 27th Annual Tarrant County Employee Picnic to be held on Friday, September 18, 2026, at 7:05 PM and Saturday, September 19, 2026, at 6:05 PM.

BACKGROUND

County employees have two ticket options available for each event, with pricing based on a $20.00 per ticket subsidy:

Tickets for September 18, 2026:
- All-You-Can-Eat Ticket: Valued at $71.06, with a County Employee price of $51.06 per ticket.
- Seat-Only Ticket: Valued at $28.55, with a County Employee price of $8.55 per ticket.

Tickets for September 19, 2026:
- All-You-Can-Eat Ticket: Valued at $85.04, with a County Employee price of $65.04 per ticket.
- Seat-Only Ticket: Valued at $39.59, with a County Employee price of $19.59 per ticket.

FISCAL IMPACT

The Texas Rangers reserved 2,195 tickets for employees and families. At a $20 County subsidy per ticket, the maximum cost is $43,900 before taxes and fees. Funds are available in account 10000-2026 general Fund/1820100000 Human Resources/ 579076 Service Awards.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

MOU-Texas_Rangers_2026.pdf

Docusign Envelope ID: 506C1DDF-2014-8879-80D5-049EC8D73053

MEMORANDUM OF UNDERSTANDING BETWEEN TARRANT COUNTY AND RANGERS BASEBALL LLC

This Memorandum of Understanding (the "Agreement") is entered into on May 14, 2026 ("Effective Date") by and between **Tarrant County**, a political subdivision of the State of Texas ("County"), and **Rangers Baseball LLC** ("Texas Rangers"), with its principal location at 734 Stadium Drive, Arlington, Texas 76011.

TERMS AND CONDITIONS

PURPOSE: Texas Rangers has offered to create a Web Portal (defined below) for County's employees to purchase tickets for the Texas Rangers baseball games at Globe Life Field on September 18, 2026 at 7:05pm and September 19, 2026 at 6:05pm (the "Event(s)"). Tickets to the Event will include two options:

1. **All-You-Can-Eat Ticket:** This ticket provides an assigned seat in Sections 27-33 and includes an all-you-can-eat-meal.

2. **Seat Only Ticket:** This ticket provides an assigned seat in Section 306-307 ONLY. No Meal.

Web Portal: https://www.gofevo.com/group/TarrantCountyTX26

PURCHASE PRICE: County employees have two ticket options available for each Event, each with a different value (Calculations are based on the current $20.00 per ticket subsidy):

1. Tickets to the Event on September 18, 2026:

    a. **All-You-Can-Eat Ticket:** This Ticket value is $71.06. The County Employee price will be $51.06 per Ticket.

    b. **Seat Only Ticket:** This Ticket Value is $28.55. The County Employee price will be $8.55 per Ticket.

2. Tickets to the Event on September 19, 2026

    a. **All-You-Can-Eat Ticket:** This ticket is valued at $85.04. The County Employee's price will be $65.04 per ticket.

    b. **Seat Only Ticket:** This ticket is valued at $39.59. The County Employee's price is $19.59 per ticket.

Please note that these prices include applicable taxes or fees.

REIMBURSEMENT: The Texas Rangers will present the County with an invoice during the week of September 7th, 2026, for reimbursement at a rate of $20.00 per ticket sold for the Event. Tarrant County agrees to promptly issue a physical check of final payment to the Texas Rangers

Docusign Envelope ID: 506C1DDF-2014-8879-80D5-049EC8D73053

five (5) days before the Event.

EXECUTION OF AGREEMENT: This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this Agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

ENTIRE AGREEMENT: This Agreement represents the entire agreement between the parties. Any oral representations or modifications concerning this Agreement shall be of no force or effect unless contained in a subsequent writing signed by both parties. By their signatures below, the parties accept the terms of this Agreement in full.

[Signature page follows]

Docusign Envelope ID: 506C1DDF-2014-8879-80D5-049EC8D73053

IN WITNESS WHEREOF, the parties have entered into this Agreement as of the Effective Date indicated above.

Separate Electronic Signature Page
Tim O'Hare, County Judge
Tarrant County
100 East Weatherford Street, Suite 501
Fort Worth, Texas 76196

DocuSigned by:
Dan Hessling
6A546C005436419...

Dan Hessling, SVP, Ticketing
Rangers Baseball LLC
734 Stadium Drive
Arlington, Texas 760011

May 18, 2026
Date

APPROVED AS TO FORM:

Criminal District Attorney's Office*

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

CERTIFICATION OF
AVAILABLE FUNDS: $_____

Separate Electronic Signature Page
Tarrant County Auditor

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 5
Department: Human Resources	**Prepared By:** Michelle L. Johnson, Assistant Director; Learning & Development	**Approved By:** Roxie Held

SUBJECT:

Consideration to Adopt the Revised Tuition Reimbursement Program Policy

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider adopting the Tarrant County Tuition Reimbursement Program Policy, which will replace the existing policy approved on December 13, 2022, through Court Order #139940, effective October 1, 2026.

BACKGROUND

The proposed Tuition Reimbursement Program Policy would replace the existing policy adopted on December 13, 2022, through Court Order #139940. The new policy updates how tuition reimbursement is calculated and establishes clearer guidelines for eligibility, reimbursement, and program administration.

Under the existing policy, reimbursement is determined using a tuition rate benchmark tied to the University of Texas at Arlington. The new policy bases reimbursement on an employee's actual out-of-pocket tuition and mandatory academic fees, up to an annual approved amount not to exceed Internal Revenue Service (IRS) guidelines.

The new policy also provides clearer structure for the program, including eligibility requirements, covered expenses, application and documentation procedures, repayment requirements for employees who separate within twelve (12) months of receiving reimbursement, and oversight and reporting expectations.

FISCAL IMPACT

The fiscal impact will depend on employee participation rates and the total amount of reimbursements requested.

The annual maximum reimbursement amount per employee will be established during the annual budget process and shall not exceed the non-taxable amount established by the IRS.

Attachments

Tuition Reimbursement Policy 2026.pdf

TARRANT COUNTY

TUITION REIMBURSEMENT PROGRAM

I. Purpose

The Commissioners Court supports employee education that improves performance, fosters career growth, and aligns with County workforce goals. The Tuition Reimbursement Program funds traditional academic degrees through the annual budget process and is a strategic investment in workforce development and retention.

II. Eligibility

To be eligible, employees must:

- Be a full-time, regular-status employee who has completed the County's initial probationary period. After the completion of your initial probation, any additional probationary period does not affect eligibility.
- Be in good standing, meaning no active Performance Improvement Plan (PIP) or disciplinary action on file with HR and none within 90 days prior to application.
    - If standing changes, current approvals are honored, but future requests are denied until standing is restored.
- Not be an elected official, contractor, substitute, or temporary employee.

III. Eligible Programs and Coursework

Accreditations

Courses and educational institutions must be accredited by an agency recognized by the U.S. Department of Education, including approved online programs.

Certifications (e.g., PMP, Six Sigma, etc.) and trade or vocational schools are not eligible.

Job Relevance

Courses must directly support the employee's current role or prepare them for advancement within the County.

The completion of a course or a degree does not obligate the County to promote the employee to a position with a higher pay grade or to a different position. The benefits derived from the successful completion of coursework may be considered by the hiring authority when opportunities for advancement do occur.

IV. Covered and Ineligible Expenses

The program covers tuition and mandatory academic fees charged by an accredited institution as part of enrollment in a credit-bearing academic term.

Mandatory expenses must be billed by the institution and itemized or supported by official documentation. If an itemized tuition bill is not available, the employee must submit official supporting documentation (such as a catalog listing, registrar letter, or financial aid breakdown), confirming that the charges are required for enrollment. Mandatory fees are those listed as required by the institution's official course catalog, billing statement, or registrar. Fees not clearly designated as mandatory will not be reimbursed. *HR reserves the right to request additional documentation such as a course syllabus or an institutional letter, to verify that a fee is required and eligible for reimbursement.*

Only tuition and eligible fees paid out-of-pocket qualify for reimbursement. Any amounts covered by grants, scholarships, or third-party aid will be deducted from the reimbursable total. Student loans are not considered third-party aid and will not be deducted from the reimbursement.

Examples of eligible vs. ineligible expenses:

Eligible Expenses	Ineligible Expenses
Tuition (credit-bearing courses only)	Course materials, textbooks, supplies, access codes
Mandatory lab or course-specific program fees	Parking, meals, transportation, lodging/housing
Registration and enrollment fees	Transcript requests, student ID fees
Technology, facility, or LMS access fees (if clearly required and billed by the institution)	Late registration, schedule change, or reactivation fees
Required Library and student services fees	Graduation, cap & gown, or commencement ceremony fees
Proctoring and testing/exam fees (if required)	Tutoring, test prep, optional workshops
Distance learning delivery fees (online modality fees)	Fees for non-credit, audited, informal, or non-instructional courses
Program-specific fees (e.g., nursing)	Fees charged by non-accredited institutions or organizations

V. Reimbursement Limits

The annual maximum reimbursement amount per employee will be established during the annual budget process and shall not exceed the non-taxable amount established by the IRS.If total approved requests exceed the annual budget, reimbursements will be paid on a first-come, first-served basis based on application date.

VI. Course Attendance

The County is not required to allow course attendance during work hours. If a course is only available during work hours:

- Employees may use vacation, personal leave, or unpaid leave with prior approval.
- Work schedules may be adjusted with prior approval.
- The County will not provide compensation or excuse tardiness due to class attendance.

VII. Application Process

Applications must be submitted within 5 business days after the start of the term or within 10 business days of registration, whichever comes first. Applications must include:

- Course title and description (from catalog or syllabus)
- Start and end dates
- How the course supports the employee's career goals
- The employee's current job description

Applications are term specific. Course or degree plan changes must be reported within 10 business days of registration. HR will review and notify employees of the outcome. Denials may be appealed (see Section IX).

Term Approvals and Schedule Change

Applications are approved for specific courses each term. For programs with nontraditional or rolling academic calendars, the term is defined as the official start and end dates for the course(s) submitted on the tuition reimbursement application.

Any schedule changes must be reported to HR within 10 business days of registration.

VIII. Reimbursement Process

Employees must submit reimbursement documentation within 60 days of the last day of the academic term. Late submissions will not be accepted.

Required Documentation:

a. Official final grade report
b. Current transcript
c. Itemized tuition statement showing:
    - Tuition and eligible fees
    - Any scholarships, grants, or other aid
    - Employee payments with a $0 balance confirming the account is paid in full

Reimbursement Rates

Final Grade	Undergraduate	Graduate	Pass/Fail only
A	100%	100%	—
B	80%	80%	—
C	70%	70%	—
Pass	—	—	100%
Below C / Fail	Not Eligible	Not eligible	Not eligible

Courses previously reimbursed are not eligible again, even if retaken for a higher grade.

IX. Appeal Process

Employees may appeal tuition reimbursement decisions, including application denials or reimbursement adjustments. To appeal:

- Submit a Tuition Reimbursement Appeal Request Form within 10 business days of the decision.
- Appeals will be reviewed by the Tuition Reimbursement Team within 10 business days.
- If needed, a final review may be requested by the Assistant Director of Learning & Development within 5 business days. Final decisions will be issued within 10 business days.

The L&D Assistant Director may consult with appropriate parties to reach a final decision.

X. Repayment Requirement

Employees who voluntarily or involuntarily separate from the County within 12 months of the end of a reimbursed academic term must repay the reimbursement for that term. Repayment is calculated on a term-by-term basis, using the end date of each reimbursed semester, quarter, or other credit-bearing instructional period. Only terms that ended within 12 months prior to the employee's separation are subject to repayment.

The amount owed will be withheld from the employee's final payroll disbursement in an effort to fully reimburse the County. Such withholdings will be made and may result in the net pay being zero. Any remaining balance will be pursued by the County in the form of a promissory note. Unresolved balances will be referred to the Criminal District Attorney's Office for further action.

XI. Oversight and Reporting

HR will maintain records, track program use, and completion rates.

XII. Employee Acknowledgment

By submitting a tuition reimbursement application, employees acknowledge that they have read, understand, and agree to comply with this policy, including the requirement to repay funds as outlined in section X. Submitting false, misleading, or incomplete

information may result in denial of reimbursement, recovery of disbursed funds, and potential disciplinary action.

XIII. Policy Authority

This policy is administered by the Human Resources Department, Learning & Development Division. This version supersedes all previous versions. Revision history is maintained by Human Resources.

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 3
Department: Human Resources	**Prepared By:** Michelle L. Johnson, Assistant Director; Learning & Development	**Approved By:** Roxie Held

SUBJECT:

Consideration to Adopt the Entry-Level Driver Training Program for Commercial Driver's License Policy

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider adoption of the new Tarrant County Entry-Level Driver Training (ELDT) Program for Commercial Driver's License (CDL) Policy, which establishes requirements and procedures for County-funded CDL training and replaces previously issued CDL-related training program guidance. The proposed policy will take effect upon Court approval.

BACKGROUND

The proposed ELDT Program for CDL Policy establishes guidelines for consistent, compliant, and cost-effective administration of County-funded CDL training. The policy applies to all positions for which the official job description designates a CDL as an essential condition of employment.

The policy clearly defines eligibility requirements, covered training expenses, and expectations for employees participating in the program. Eligible employees must be in a position requiring a CDL and must complete their CDL training through a County-selected ELDT provider. The policy clarifies that only the cost of the ELDT training vendor is covered, while state and federal fees, such as DPS or TXDOT fees, remain the employee's responsibility.

The policy formalizes program limits tied to departmental budget availability and outlines documentation requirements, including proof of CDL issuance. Employees who fail to obtain the required CDL within the designated timeframe may be subject to termination and repayment of County training costs.

To protect County resources, the new policy establishes repayment requirements for employees who voluntarily or involuntarily separate within two years after receiving County-funded CDL training. The policy also details the repayment process, including deductions from final payroll and potential referral to the District Attorney's Office for unresolved balances. Additional structure is provided regarding oversight responsibilities for both HR and departmental precincts.

FISCAL IMPACT

The fiscal impact will depend on the number of employees requiring CDL training, the cost of training services through the approved ELDT provider, and departmental budget allocations. Because the County funds only the ELDT vendor portion and not state or federal licensing fees, actual County cost exposure is limited to vendor training fees and may vary based on workforce needs each fiscal year.

Attachments

Tarrant County Entry-Level Driver Training Program (ELDT) for Commercial Driver's License (CDL) Policy.pdf

TARRANT COUNTY

ENTRY-LEVEL DRIVER TRAINING PROGRAM (ELDT) FOR COMMERCIAL DRIVER'S LICENSE (CDL) POLICY

I. Purpose

This policy applies to all Tarrant County positions for which the official Job Description designates a Commercial Driver's License (CDL) as an essential condition of employment. The Entry-Level Driver Training Program (ELDT) for Commercial Driver's License (CDL) policy establishes guidelines for County-funded CDL training and licensing to ensure that employees meet job requirements and to protect County resources associated with required licensure.

II. Eligibility

To be eligible, employees must:

- Be in a position that requires a CDL as outlined in the official job description (JD) or have a documented requirement to obtain a CDL within a specified timeframe
- Not currently carry a CDL or equivalent
- Remain actively employed throughout the duration of the ELDT/CDL training

III. Covered Training and Requirements

Training Coverage

The program covers Training program costs directly associated with obtaining a CDL through an approved provider only. All fees including DPS, TXDOT, and other fees are the responsibility of the employee.

Employees must complete the ELDT and obtain the required CDL within the timeframe established by the department at the time of hire.

Training Requirements

Employees must:

- Successfully complete all required training and testing within the designated timeframe

- Obtain the required CDL classification and any required endorsements
- Maintain compliance with all federal, state, and local CDL regulations
- Complete training only through the County-selected ELDT provider

IV. Ineligible Expenses

County payment covers only the cost of the ELDT training vendor. State and federal fees (including DPS or TXDOT fees) are not covered.

The program does not cover:

- Travel, meals, or lodging associated with training
- Optional study materials or preparatory courses not required for licensure
- Fees associated with retesting due to failure, unless otherwise approved
- Costs not directly tied to obtaining the CDL

HR reserves the right to determine whether an expense is eligible for coverage.

V. Program Limits

Funding for CDL training is subject to departmental budget availability and approval through the annual budget process.

VI. Completion and Documentation

Employees must provide documentation of successful completion, including:

- Proof of CDL issuance
- Any required endorsements

Failure to obtain this licensure within the designated timeframe from employment will result in termination and recoupment of funds.

VII. Repayment Requirement

Employees who voluntarily or involuntarily separate from the County within **two (2) years** of obtaining a CDL must repay the full cost of the training.

Repayment will be based on the County's direct cost for the ELDT training vendor.

VIII. Repayment Process

The amount owed will be withheld from the employee's final payroll disbursement in an effort to fully reimburse the County. Such withholdings will be made and may result in the net pay being zero.

Any remaining balance will be pursued by the County in the form of a promissory note. Unresolved balances will be referred to the Tarrant County District Attorney's Office for further action.

IX. Oversight and Reporting

HR is responsible for maintaining program records, tracking participant progress and completion, and monitoring compliance with service commitments and repayment requirements.

Precincts must notify HR when an employee participating in the program separates from County employment so HR may coordinate with Payroll to initiate the repayment process as required.

Precincts are also responsible for identifying eligible employees for participation, ensuring the employee signs the ELDT/CDL Program Acknowledgment prior to enrollment, and supporting operational needs while the employee attends training.

X. Employee Acknowledgment

Participation in the CDL Training Program constitutes acknowledgment that the employee has read, understands, and agrees to comply with this policy, including the requirement to repay funds as outlined in Section VII. By signing the ELDT/CDL Program Acknowledgment, employees authorize the County to withhold repayment from their final payroll disbursement.

Submitting false, misleading, or incomplete information may result in denial of participation, recovery of funds, and potential disciplinary action.

XI. Policy Authority

This policy is administered by the Human Resources Department, Learning & Development Division. This version supersedes all previous versions. Revision history is maintained by Human Resources.

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 1

Department: Human Resources	**Prepared By:** Jennifer Jones	**Approved By:** Roxie Held

SUBJECT:

Consideration of a Change to the Table of Organization – 323rd District Court

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider the approval of a change to the Table of Organization for the 323rd District Court to add one (1) Judicial Bailiff II position effective June 10, 2026.

BACKGROUND

The 323rd District Court is requesting to add one (1) Grade 53-II Judge's Bailiff II position. The addition of a Judge's Bailiff II position is essential to maintaining safety, order, and operational efficiency within the courtroom. This role provides critical security functions, including managing inmate transport, maintaining courtroom safety, executing warrants, and making arrests, when necessary, duties that directly support the Judge and ensure proceedings can occur without interruption or risk.

As court dockets continue to expand in volume and complexity, the need for a dedicated, certified peace officer to handle inmate movement, confirm active warrants, and monitor potential threats is increasingly vital. The position also performs key administrative and logistical tasks, such as preparing and monitoring budgets, assisting with jury services, coordinating schedules, and ensuring court readiness, which contribute to the smooth and timely operation of the court's daily functions.

Adding this position strengthens courtroom security, enhances the court's ability to manage high-risk individuals, ensures compliance with statutory and procedural requirements, and provides the judge with reliable support that allows them to focus on judicial responsibilities. This role is a direct investment in the safety, efficiency, and effectiveness of court operations.

FISCAL IMPACT

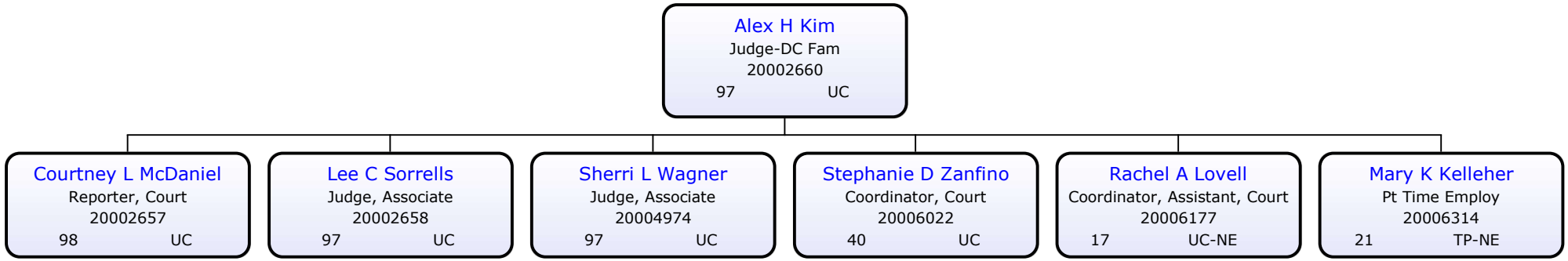
The Table of Organizational change will be offset through existing vacancies within the Sheriff Courts division.

Attachments

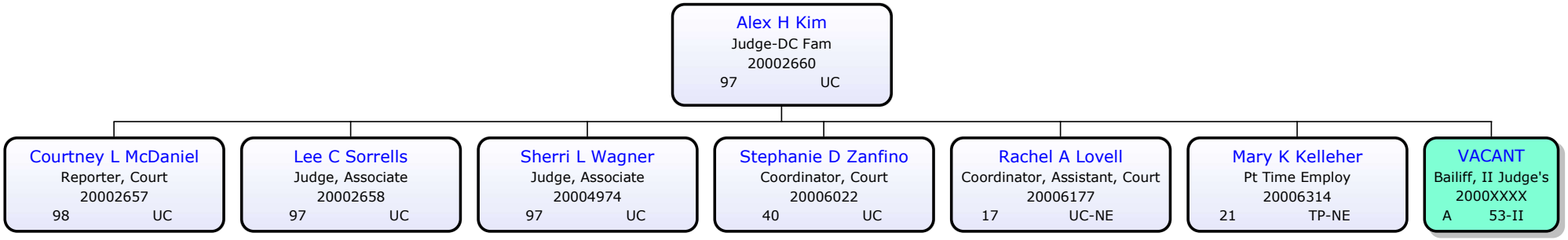
323rd District Court Org.pdf

06.09-2026 TO Change-323rd District Court.pdf

Current
323rd District Court



Proposed
323rd District Court
Effective: June 10, 2026



Proposed Position Title, and Grade	Proposed Organizational Unit	Proposed Job Number	Proposed Cost Center	Proposed Fund	Effective Date
Judge's Bailiff II	10000253-District Court-323rd	TBD	4132500000	10000-2026	6/10/2026

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 10

Department: Human Resources	**Prepared By:** Jennifer Jones	**Approved By:** Roxie Held

SUBJECT:

Consideration of a Change to the Table of Organization - Criminal Courts

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider the approval of a change to the Table of Organization for the Criminal Courts to add one (1) Court Magistrate position and one (1) Magistrate Support Officer position effective June 10, 2026.

BACKGROUND

The Criminal Courts are requesting to add one (1) Grade 97 Court Magistrate and one (1) Grade 17 Magistrate Support Officer position. The addition of these positions is to ensure the timely, consistent, and legally compliant processing of individuals entering the criminal justice system. The duties required to support 24-hour magistration, criminal history evaluation, risk assessment, and bond determinations have grown significantly, and the existing resources are no longer sufficient to meet statutory obligations or operational demands.

The Magistrate position performs essential judicial functions, including hearing and evaluating evidence, making findings of fact, determining bail, issuing orders, and carrying out statutory duties under Chapter 54 of the Texas Government Code. This role operates under the jurisdiction of the elected Criminal Court Judges and ensures that legally mandated duties, such as timely magistration and constitutional advisement are carried out with judicial independence and consistency.

The addition of a Magistrate Support Officer is equally vital to maintain operational efficiency. This position prepares essential magistration documentation, conducts criminal history research, generates risk and financial assessments, assists in creating daily arraignment dockets, verifies court-appointed counsel eligibility, and ensures defendants understand and comply with release conditions. These tasks are fundamental to the Magistrate’s decision-making process and ensure accurate, complete, and legally compliant records. The Support Officer also monitors personal bond dockets, coordinates with multiple criminal justice partners, and serves as a point of contact for defendants on bond, functions that significantly improve efficiency and reduce failures to appear.

Adding these two positions will strengthen compliance with statutory requirements, reduce delays in the magistration workflow, support judicial capacity during peak operational periods, and enhance the accuracy, reliability, and fairness of the pretrial process. Together, the Magistrate and Magistrate Support Officer positions provide a fully integrated support structure that ensures timely processing of arrested individuals, protects constitutional rights, and improves the overall functioning of the Criminal Courts.

FISCAL IMPACT

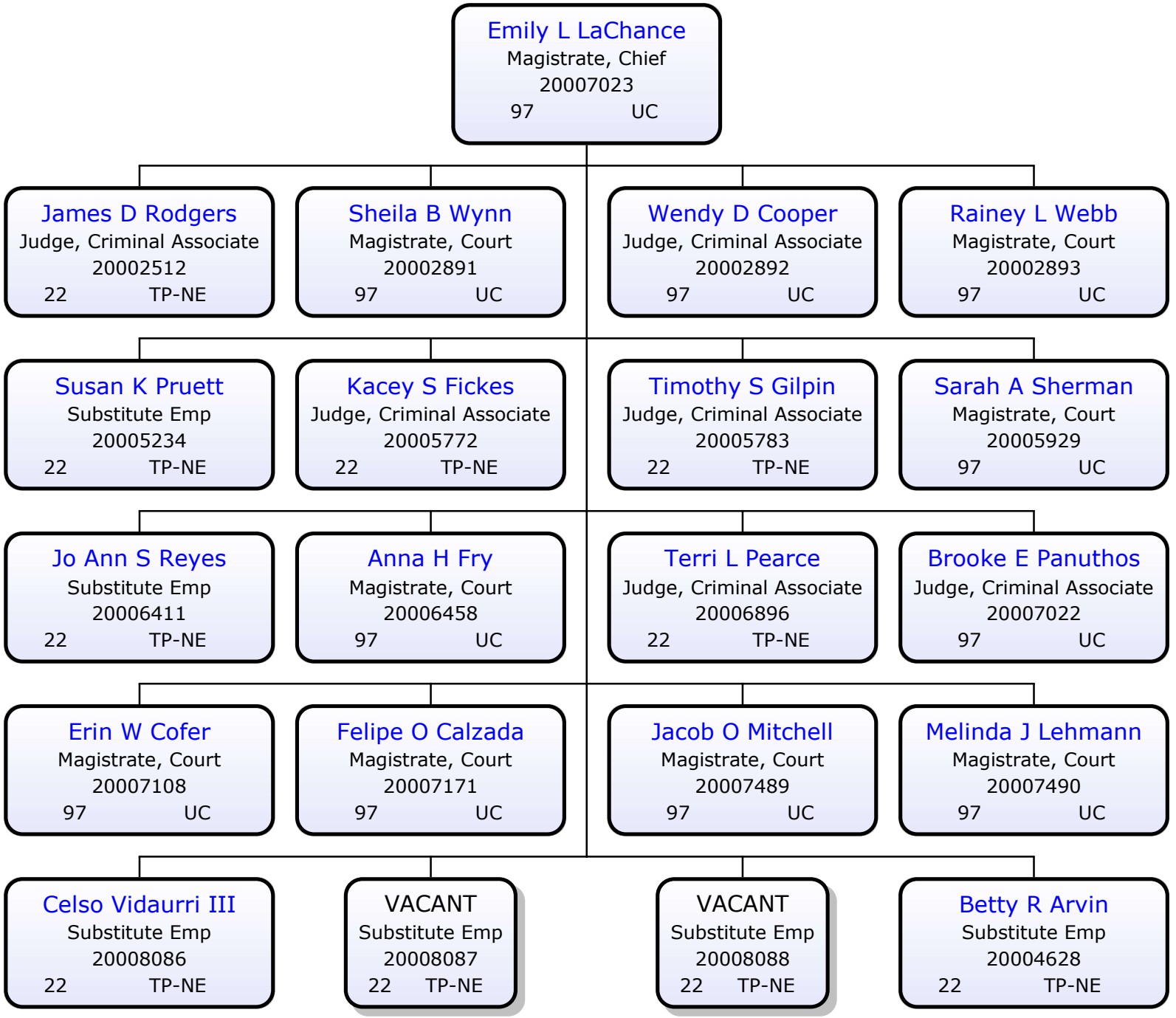
The Table of Organization salary change will result in an increase of $72,470 including fringe. Releasing six inmates one hour earlier each day after magistration will generate enough savings to offset the added positions.

Attachments

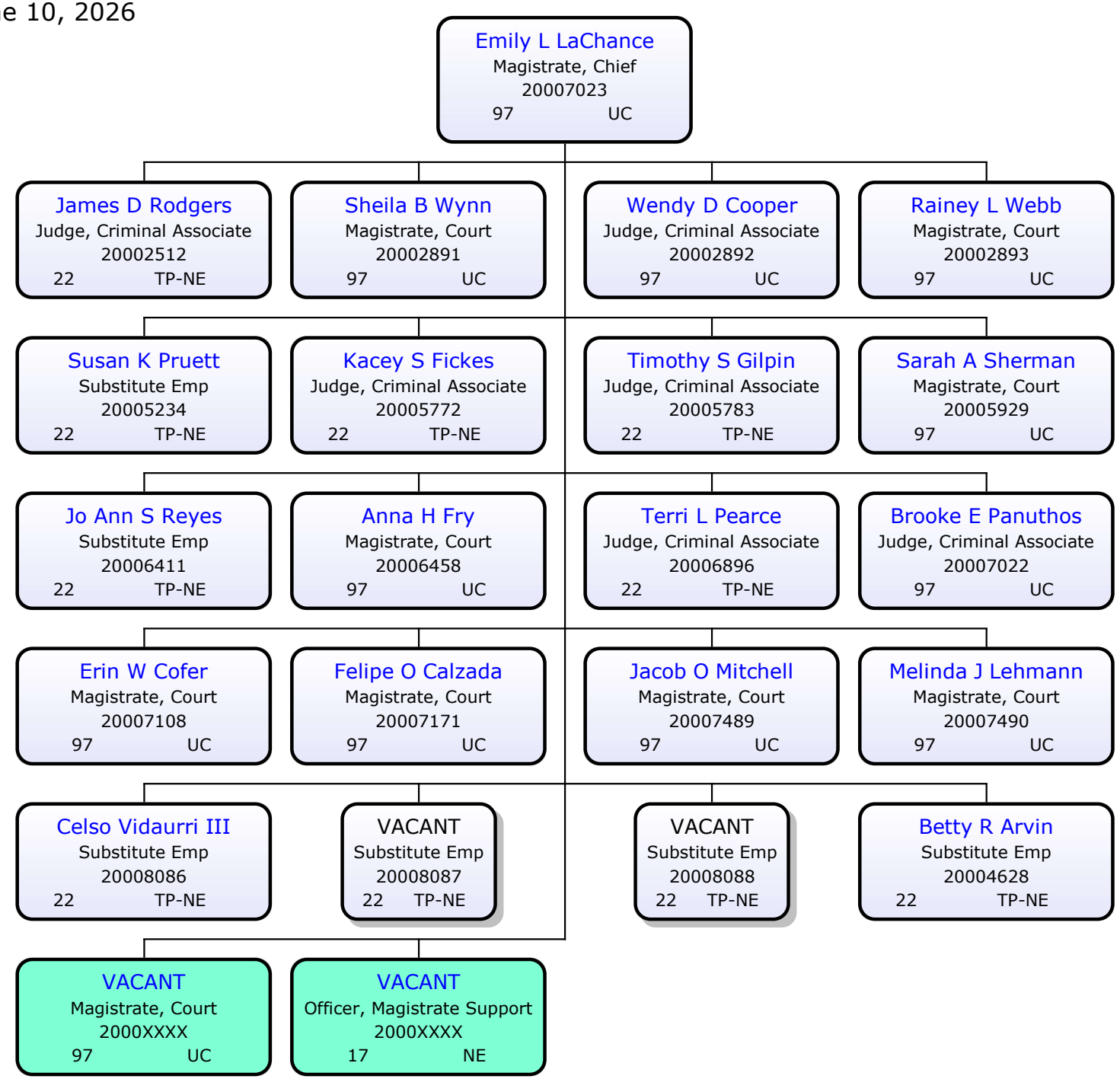
06.09-2026 TO Change-Criminal Court.pdf
Criminal Courts Org.pdf

Proposed Position Title, and Grade	Proposed Organizational Unit	Proposed Job Number	Proposed Cost Center	Proposed Fund	Effective Date
Court Magistrate	10000715-Criminal Courts-Magistrate	TBD	4125500000	10000-2026	6/10/2026
Magistrate Support Officer	10000715-Criminal Courts-Magistrate	TBD	4125500000	10000-2026	6/10/2026

Current
Criminal Courts



Proposed
Criminal Courts
Effective: June 10, 2026



TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 1

Department: Human Resources	**Prepared By:** Jennifer Jones	**Approved By:** Roxie Held

SUBJECT:

Consideration of Changes to the Table of Organization - County Administrator/Intergovernmental Relations

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider the approval of a change to the Table of Organization for the County Administrator/Intergovernmental Relations Office to re-class one (1) Director of Intergovernmental Relations position effective June 10, 2026.

BACKGROUND

The County Administrator/Intergovernmental Relations Office is requesting that one (1) Vacant Grade MG 6 Director of Intergovernmental Relations position (#20005378) be downward re-classed to a Grade 74 Intergovernmental Relations Specialist position. The County Administrator's Office is consolidating the Director of Communications position into a single department head role that combines the County's comprehensive communications, media relations, legislative engagement, and intergovernmental relations responsibilities, ensuring these interconnected functions operate with unified leadership and consistent strategic direction.

With these responsibilities now centralized under one (1) director-level position, the former Intergovernmental Relations Director role is no longer needed at the director classification level. The position's remaining duties, including legislative research, monitoring policy developments, preparing briefing materials, and supporting intergovernmental engagements, align with a specialist-level scope. The Specialist will serve as the department's second-in-command and support the Director of External Affairs in carrying out legislative and intergovernmental functions. This restructuring strengthens coordination, eliminates duplicate director roles, and aligns resources with operational needs

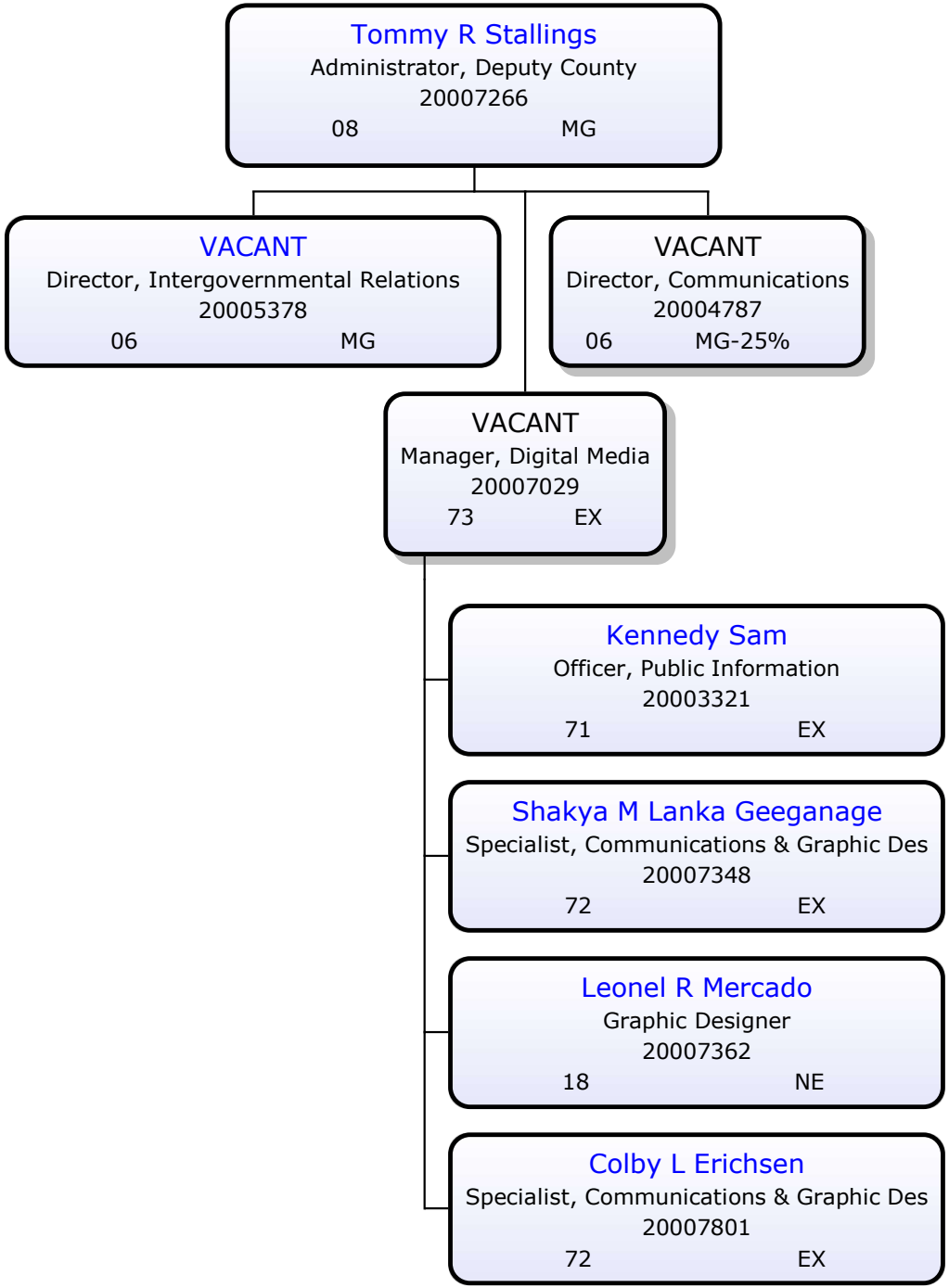
FISCAL IMPACT

The Table of Organization salary change will result in a savings of $6,903.22 including fringe benefits.

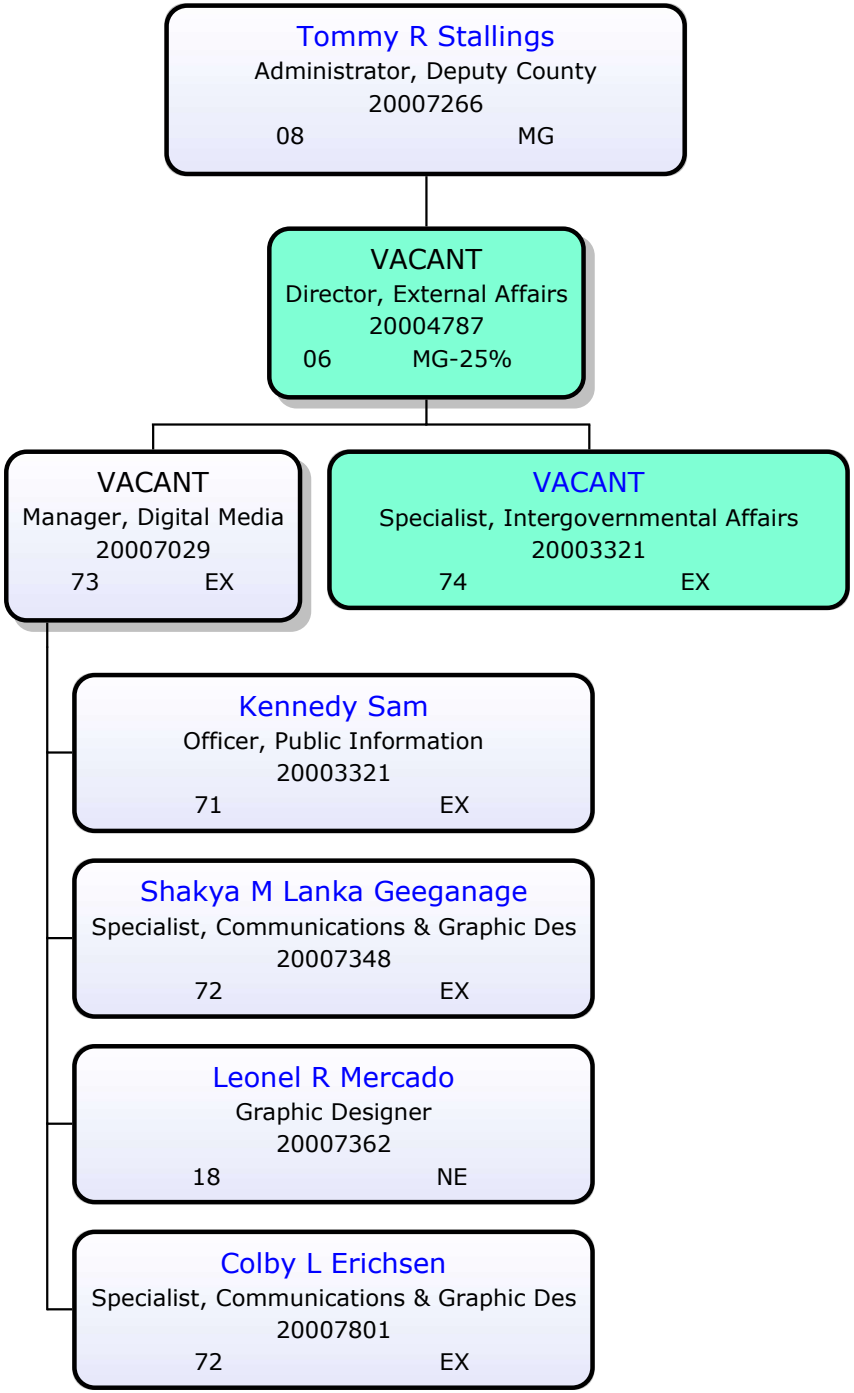
Attachments

County Admin Org 6.9.2026 (1).pdf
6.09.2026 TO Change-County Admin (1).pdf

Current
County Administration's Office



Proposed
County Administration's Office
Effective: June 10, 2026



Proposed Position Title, and Grade	Proposed Organizational Unit	Proposed Job Number	Proposed Cost Center	Proposed Fund	Effective Date
Intergovernmental Affairs Specialist	10000003 - County Administrator - Intergovernmental	20005379	1120100000	10000-2026	6/10/2026

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 1

Department: Human Resources	**Prepared By:** Jennifer Jones	**Approved By:** Roxie Held

SUBJECT:

Consideration of a Change to the Table of Organization – Criminal District Attorney

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider the approval of a change to the Table of Organization for the Criminal District Attorney's Office to re-class one (1) grant funded Attorney V (Felony) position effective June 29, 2026.

BACKGROUND

The Criminal District Attorney's Office is requesting that one (1) Vacant Grade 76 grant funded Attorney V (Felony) position (#20007944) be re-classed to a Grade 77 Managing Attorney I position. The Criminal District Attorney's Office is restructuring this position to better reflect the level of managerial responsibility, legal complexity, and supervisory oversight now required.

The Managing Attorney I role is specifically designed for an attorney who not only prosecutes and defends complex civil and criminal matters, but also exercises significant managerial discretion, coordinates and assigns work, provides formal evaluation and coaching, recommends policies and practices, and interacts with high-level public officials in the course of supervising a unit of attorneys. These responsibilities now represent the core duties of this position and exceed the expectations of the Attorney V role.

Reclassifying the position to Managing Attorney I ensures alignment between the job's actual operational demands and its formal classification, strengthens attorney supervision and case management across the division, and ensures the office can maintain high-quality legal representation while effectively developing attorney talent. This adjustment accurately reflects the leadership, accountability, and advanced expertise the position now provides to the organization.

FISCAL IMPACT

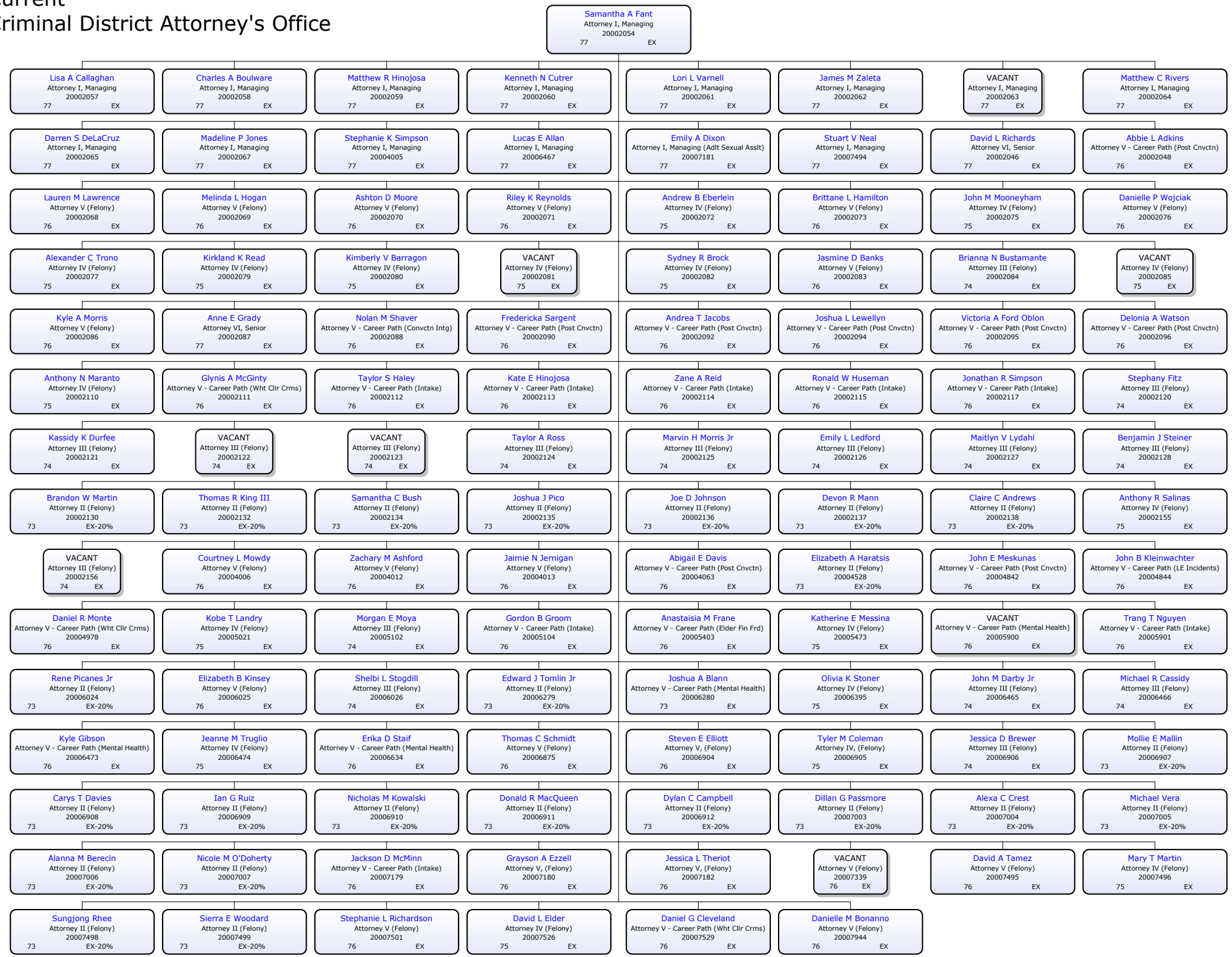
The Table of Organization salary change will result in an increase of $8,180.49 including fringe benefits. Any operational subsidy resulting from the re-class will be funded through D8700 or the Human Trafficking Grant awarded from the Office of the Governor.

Attachments

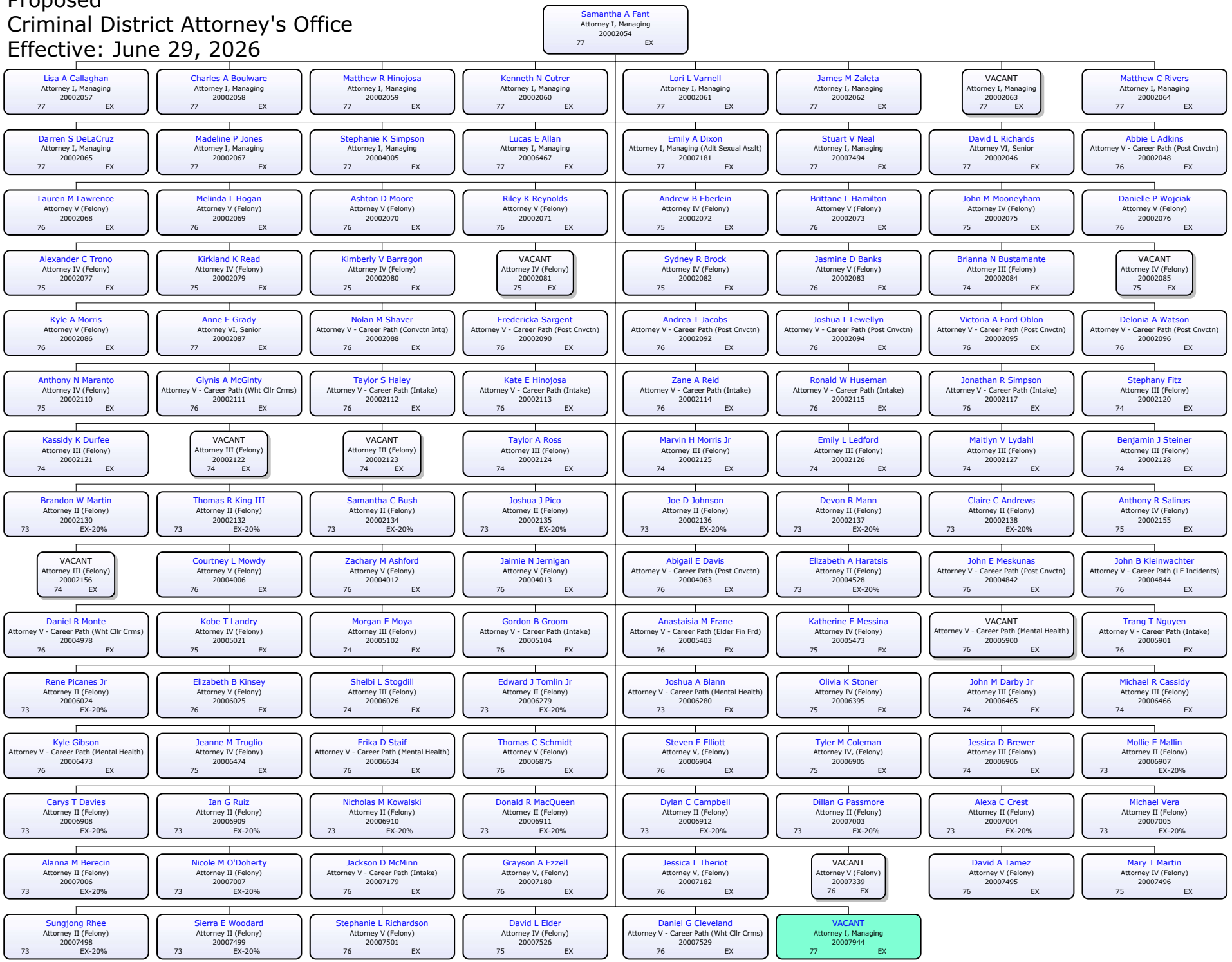
Criminal District Attorney Org.pdf

06.09-2026 TO Change-Criminal District Attorney.pdf

Current
Criminal District Attorney's Office



Proposed
Criminal District Attorney's Office
Effective: June 29, 2026



Proposed Position Title, and Grade	Proposed Organizational Unit	Proposed Job Number	Proposed Cost Center	Proposed Fund	Effective Date
Managing Attorney I	10000698-CDA Criminal Felony Attorney	20007944	4510300000	Grant-2004	6/29/2026

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 36
Department: Purchasing	**Prepared By:** Emily Salter, CPPB	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

RFP No. F2026035 - Annual Contract for Staff Augmentation Services - Information Technology - Various Vendors - Per Contract Terms

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award RFP No. F2026035 Annual Contract for Staff Augmentation Services, for Information Technology, to the following vendors at the per contract terms:

Primary

Open Systems Technologies, Inc.	4 of 4
PMCSServices	2 of 4
GTS Technology Solutions, Inc.	1 of 4

Secondary

Compunnel, Inc. (Compunnel Software Group, Inc.)	4 of 4
International Software Systems, Inc. Information	4 of 4
GTS Technology Solutions, Inc.	3 of 4
PMCSServices	1 of 4

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One thousand six hundred fifteen (1,615) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on January 5, 2026, was attended by one hundred fifty-three (153) vendors as well as representatives from Information Technology and Purchasing. One hundred eighty-four (184) proposals and fourteen (14) no-bids were received.

Proposals were evaluated by Information Technology and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

22nd Century Technologies, Inc., A & ASSOCIATES, ADITI LLC, Advanced Cybersecuirty Experts LLC, Advanced Proactive Solutions, LLC, AlgebraIT LLC, American Technology Consulting, BayInfotech LLC, BISOFT CONSULTANCY SERVICES LLC, COGENT Infotech Corporation, Consultadd Inc, Corporate Solutions General Inc., CrowdPlat, Inc., Cutting Edge Tech Talent LLC, Cynosure Technologies LLC, Diskriter, Inc., Elegant Enterprise-Wide Solutions, Inc., E-LOGIC, INC., Encode inc, Enterprise Global Solutions, Inc. (Enterprise Solutions, Inc.), Esolvit Government Solutions, FAAZ Consulting LLC, FedTec, LLC, Fleming Technical Resources, LLC, G3 Tech Consultants LLC, Galaxy i Technologies,Inc, Genius Business Solutions, Inc., Global Solutions Group, Inc., Globalpundits Technology Consultancy, Inc, HighCloud Solutions Inc, Hireteq Solutions Inc., IDR, Inc. (Internal Data Resources, Inc.), iFlow Inc, Indus River Technologies Inc, InfoDyne Solutions LLC, Infojini, Inc., Information Resource Group, Inc., Instantserve LLC, International Solution Sources Inc (InterSources Inc), iZeal, Inc, Long View Systems Corporation, Mando Technologies Inc, Maxari, Mersoft Technology LLC, MGT Impact Solutions, LLC, MSM-NET, Inc. dba/ MSMNET Security, MSys, Inc., N2S Global Workforce Solutions LLC, NASSCOMM CONSULTING, LLC, ND Global Consulting Services, Inc., Nextrow, Inc, NexXora, Nohat Staffing, OP Consulting Group LLC, Prisa Consulting Services LLC, RADgov, Inc., Radixsol, Red Sun Technology, Sapot Systems Inc, SBASETECHNOLOGIES INC, Seven Tablets, Inc, SoftSages LLC, Solomons International, LLC, Somerset Staffing LLC, Syntricate Technologies Inc., Tek Ninjas Solutions LLC, Tryfacta, Inc., UpSela Talent Solutions Inc., Veracity Software Inc., Volitiion IIT Inc, Voluble Systems LLC and Zirlen Technologies Inc were deemed non-responsive for failure to provide a proposal response in five pages or less as stated in the specifications.

The responses received from BuzzClan, LLC, Techgene Solutions LLC, Syntricate Technologies Inc., N2S Global Workforce Solutions LLC, Noor Staffing Group, LLC, MGT Impact Solutions, LLC, Instantserve LLC, Aroha Technologies, Inc, Tryfacta, Inc. and SoftSages LLC were deemed non-responsive for group 1 as the prices bid did not fall into the allowable price bands per the specifications.

The responses received from Netsynk Inc., N2S Global Workforce Solutions LLC, Noor Staffing Group, LLC, MGT Impact Solutions, LLC, Confidential Search Solutions, Tryfacta, Inc. and Softstages LLC were deemed non-responsive for group 2 as the prices bid did not fall into the allowable price bands per the specifications.

The responses received from BuzzClan, LLC, Techgene Solutions LLC, Intellibee,Inc., Syntricate Technologies Inc., Mando Technologies Inc, N2S Global Workforce Solutions LLC, Nohat Staffing, NexXora, vTech Solution, Inc., Tryfacta, Inc., SoftSages LLC were deemed non-responsive for group 3 as the prices bid did not fall into the allowable price bands per the specifications.

The responses received from Techgene Solutions LLC, N2S Global Workforce Solutions LLC, Anand PAG Inc, Tryfacta, Inc. and SoftSages LLC were deemed non-responsive for group 4 as the prices bid did not fall into the allowable price bands per the specifications.

A no-bid response was recieved from E-Panzer Security Consulting Inc. (Panzer Security Consulting, Inc.) for group 1. A no-bid response was recieved from E-Panzer Security Consulting Inc. (Panzer Security Consulting, Inc.), Advanced Cybersecuirty Experts LLC, CloudAI Technologies LLC, and Tunabear Inc for group 2. A no-bid response was recieved from E-Panzer Security Consulting Inc. (Panzer Security Consulting, Inc.) and Advanced Cybersecuirty Experts LLC for group 3.

The proposals received from vendors listed above meet all specifications and are acceptable to Information Technology.

The term of the contract is twenty four (24) months, effective June 9, 2026.

Subject to continued funding by the Commissioners Court, this agreement shall automatically renew June 9, 2029 and June 9, 2030, hereafter for two (2) twelve (12) month periods ending on June 8, 2031, unless sooner terminated by either party as provided herein.

This contract allows for the hiring of temporary personnel to support the Information Technology Department when County employees are unavailable. Temporary staff may be used to fill roles on projects, back-fill positions, and cover long-term leaves. The positions would include Senior Lead IT Quality Assurance Analysts, Senior Lead IT Business Analysts, Senior-Lead Project Managers, Change Management Consultants/Trainers, Systems Analysts, Senior IT Service Desk Analysts, IT Service Desk Analysts, Senior Desktop IT Support Engineers, Desktop IT Support Analysts, Part-Time IT Trainers, Senior Command Center Specialist, Senior Programmer Analysts, IT Solution Architects, and Data Architects.

Therefore, it is the joint recommendation of Information Technology and Purchasing that RFP No. F2026035, Annual Contract for Staff Augmentation Services, be awarded to the vendors listed above at the per contract terms.

FISCAL IMPACT

Expenses for the last twelve (12) months were $515,779.80. Funding is available in account 10000-2026 General Fund/1810410000 Application Develop/Support/569011 Professional Services.

Attachments

F2026035 Backup Complete.pdf

RFP No. F2026035 Annual Contract for Staff Augmentation Services

		Open Systems Technologies, Inc. New York, NY HUB - No COOP- Yes	PMCSServices Austin, TX HUB - Yes COOP- Yes	GTS Technology Solutions, Inc. Austin, TX HUB - No COOP - Yes	Compunnel, Inc. (Compunnel Software Group, Inc.) Princeton, NJ HUB - Yes COOP - Yes	International Software Systems, Inc. Greenbelt, MD HUB - Yes COOP- Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	29.87	27.53	26.60	26.60	27.07
Approach and Management	20	18.13	15.73	15.20	15.20	15.20
References	10	7.40	5.00	6.80	3.60	4.00
Group 1 - Project Services		**Primary**	**Primary**	*Secondary*	*Secondary*	*Secondary*
Pricing	35	**32.40**	**33.32**	*32.19*	*31.50*	*27.50*
Section Total (Base plus Section)		**87.80**	**81.59**	*80.79*	*76.90*	*73.76*
Group 2 - Support Services		**Primary**	**Primary**	*Secondary*	*Secondary*	*Secondary*
Pricing	35	**30.48**	**32.95**	*27.14*	*31.02*	*26.64*
Section Total (Base plus Section)		**85.88**	**81.22**	*75.74*	*76.42*	*72.91*
Group 3 - Development Services		**Primary**	*Secondary*	**Primary**	*Secondary*	*Secondary*
Pricing	35	**22.15**	*21.66*	**21.63**	*21.15*	*19.36*
Section Total (Base plus Section)		**77.55**	*69.92*	**70.23**	*66.55*	*65.63*
Group 4 - Security Services		**Primary**	**Primary**	*Secondary*	*Secondary*	*Secondary*
Pricing	35	**32.61**	**30.53**	*27.38*	*26.97*	*27.10*
Section Total (Base plus Section)		**88.01**	**78.80**	*75.98*	*72.37*	*73.36*

RFP No. F2026035 Annual Contract for Staff Augmentation Services

		360cyberx, LLC Dallas, TX HUB - Yes	Abacus Service Corporation Southfield, MI HUB - Yes	Absolute Information Technologies,Inc. Princeton, NJ HUB - Yes	Akshar Staffing (Akshar IT Solutions LLC) San Antonio, TX HUB - Yes	ALIPRO Irving, TX HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	15.40	16.33	14.93	14.00	15.40
Approach and Management	20	8.80	9.07	9.07	7.47	8.00
References	10	0.00	4.40	0.00	5.80	4.00
Group 1 - Project Services						
Pricing	35	29.33	32.09	30.29	30.90	32.29
Section Total (Base plus Section)		53.53	61.89	54.29	58.17	59.69
Group 2 - Support Services						
Pricing	35	27.39	28.78	30.18	29.11	28.82
Section Total (Base plus Section)		51.59	58.58	54.18	56.37	56.22
Group 3 - Development Services						
Pricing	35	19.45	21.36	21.12	20.74	21.66
Section Total (Base plus Section)		43.65	51.16	45.12	48.00	49.06
Group 4 - Security Services						
Pricing	35	28.14	30.40	29.69	30.14	31.20
Section Total (Base plus Section)		52.34	60.20	53.69	57.41	58.60

RFP No. F2026035 Annual Contract for Staff Augmentation Services

		AllSTEM Connections, Inc. Irving, TX HUB - Yes	American Unit Inc Plano, TX HUB - Yes	Anand PAG Inc Coppell, TX HUB - Yes	Aone Tech Solutions LLC Clive, IA HUB - No	App Maisters Houston, TX HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	15.87	13.07	19.13	8.87	14.00
Approach and Management	20	8.80	8.27	9.87	5.87	6.67
References	10	1.40	4.20	5.60	0.00	7.40
Group 1 - Project Services						
Pricing	35	31.79	26.04	33.85	25.40	30.84
Section Total (Base plus Section)		57.86	51.57	68.45	40.13	58.91
Group 2 - Support Services						
Pricing	35	27.09	25.16	26.12	24.25	28.68
Section Total (Base plus Section)		53.16	50.69	60.72	38.99	56.75
Group 3 - Development Services						
Pricing	35	19.45	20.16	20.53	15.84	21.10
Section Total (Base plus Section)		45.52	45.69	55.13	30.57	49.16
Group 4 - Security Services						
Pricing	35	26.55	25.78	28.70	23.92	30.22
Section Total (Base plus Section)		52.61	51.31	63.30	38.65	58.29

RFP No. F2026035 Annual Contract for Staff Augmentation Services

		Apptad, Inc. Reston, VA HUB - No	Apsan Technologies Prosper, TX HUB - No	Arisma Group LLC (Cendien) Carrollton, TX HUB - Yes	Ark Infotech LLC Gaithersburg, MD HUB - Yes	Aroha Technologies, Inc Pleasanton, CA HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	13.07	14.00	11.67	14.93	14.00
Approach and Management	20	8.00	7.47	6.67	8.00	8.00
References	10	3.80	1.00	7.40	5.60	7.60
Group 1 - Project Services						
Pricing	35	30.99	29.54	28.33	27.38	29.54
Section Total (Base plus Section)		55.86	52.01	54.07	55.92	59.14
Group 2 - Support Services						
Pricing	35	30.31	25.16	27.83	26.29	27.17
Section Total (Base plus Section)		55.18	47.63	53.56	54.83	56.77
Group 3 - Development Services						
Pricing	35	20.98	19.66	18.79	18.97	20.23
Section Total (Base plus Section)		45.84	42.13	44.53	47.51	49.83
Group 4 - Security Services						
Pricing	35	30.03	28.89	27.60	26.57	27.77
Section Total (Base plus Section)		54.90	51.36	53.33	55.11	57.37

RFP No. F2026035 Annual Contract for Staff Augmentation Services

		Bickham Services Unlimited LLC Houston, TX HUB - Yes	Bits & Bytes Technology Solutions, Inc. Albany, NY HUB - Yes	Boots to the Boardroom Farmers Branch, TX HUB - Yes	Broadview Technical Solutions Arlington, TX Hub - Yes	Cambay Consulting LLC Katy, TX HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	15.40	13.53	16.80	13.07	14.00
Approach and Management	20	7.73	7.73	9.87	8.00	7.47
References	10	8.00	2.40	0.00	3.40	3.40
Group 1 - Project Services						
Pricing	35	29.94	28.50	26.36	35.00	30.25
Section Total (Base plus Section)		61.07	52.17	53.03	59.47	55.12
Group 2 - Support Services						
Pricing	35	31.95	27.10	26.95	35.00	28.91
Section Total (Base plus Section)		63.09	50.77	53.61	59.47	53.78
Group 3 - Development Services						
Pricing	35	20.87	21.24	19.12	23.49	20.13
Section Total (Base plus Section)		52.00	44.91	45.78	47.96	45.00
Group 4 - Security Services						
Pricing	35	30.94	26.89	24.60	34.17	29.61
Section Total (Base plus Section)		62.07	50.56	51.27	58.63	54.48

RFP No. F2026035 Annual Contract for Staff Augmentation Services

		CCS Global Tech (California Creative Solutions, Inc.) Poway, CA HUB - Yes	Changing Technologies Inc Washington, DC HUB - Yes	Cloud Consulting Services Inc Aurora, CO HUB - No	CloudAI Technologies LLC Washington, DC HUB - No	Clovity Inc. Dublin, CA HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	15.40	14.00	16.33	13.53	15.87
Approach and Management	20	8.00	8.53	8.53	6.67	7.20
References	10	3.80	2.00	7.40	6.00	5.40
Group 1 - Project Services						
Pricing	35	32.04	31.64	30.58	28.73	28.73
Section Total (Base plus Section)		59.24	56.18	62.84	54.93	57.19
Group 2 - Support Services						
Pricing	35	28.78	30.69	30.39	No Bid	26.95
Section Total (Base plus Section)		55.98	55.23	62.65	No Bid	55.42
Group 3 - Development Services						
Pricing	35	20.77	21.69	20.37	19.80	19.45
Section Total (Base plus Section)		47.97	46.22	52.64	46.00	47.92
Group 4 - Security Services						
Pricing	35	28.89	30.83	29.80	28.32	27.77
Section Total (Base plus Section)		56.09	55.36	62.07	54.52	56.24

RFP No. F2026035 Annual Contract for Staff Augmentation Services

		CMT Services Inc Hyattsville, MD HUB - Yes	Codvo (TalentKloud Holding LLC) Plano, TX HUB - No	Confidential Search Solutions Las Vegas, NV HUB - Yes	ConnectTel, Inc. Austin, TX HUB - Yes	Connextivity (Connextivity LLC) Saint Louis, MO HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	14.93	13.07	14.00	14.93	10.27
Approach and Management	20	9.07	8.80	8.53	8.00	6.67
References	10	5.20	2.80	7.60	7.60	4.00
Group 1 - Project Services						
Pricing	35	29.31	28.14	29.94	25.53	29.40
Section Total (Base plus Section)		58.51	52.81	60.08	56.06	50.33
Group 2 - Support Services						
Pricing	35	30.80	26.95	29.76	25.37	29.21
Section Total (Base plus Section)		60.00	51.61	59.89	55.90	50.14
Group 3 - Development Services						
Pricing	35	18.86	20.92	19.93	16.99	19.57
Section Total (Base plus Section)		48.06	45.59	50.06	47.52	40.50
Group 4 - Security Services						
Pricing	35	27.03	26.09	28.99	24.72	28.54
Section Total (Base plus Section)		56.23	50.76	59.13	55.25	49.48

RFP No. F2026035 Annual Contract for Staff Augmentation Services

		CornerStone Staffing (Smith Temporaries Inc) Southlake, TX HUB - Yes	CCS Global Tech (California Creative Solutions, Inc.) Poway, CA HUB - Yes	Cyber Intelligence Springfield, VA HUB - No	Cynet Systems Inc. Sterling, VA HUB - Yes	DatamanUSA, llc Centennial, CO HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	18.67	17.27	11.67	15.87	12.60
Approach and Management	20	10.13	9.60	7.47	9.07	7.47
References	10	6.40	5.00	2.00	2.00	5.00
Group 1 - Project Services						
Pricing	35	28.34	26.00	28.81	31.55	29.97
Section Total (Base plus Section)		63.54	57.87	49.94	58.49	55.03
Group 2 - Support Services						
Pricing	35	28.71	25.84	30.63	28.30	29.78
Section Total (Base plus Section)		63.91	57.71	51.76	55.23	54.85
Group 3 - Development Services						
Pricing	35	19.30	19.08	20.91	21.16	19.97
Section Total (Base plus Section)		54.50	50.95	42.05	48.09	45.03
Group 4 - Security Services						
Pricing	35	28.32	25.18	29.33	32.61	29.20
Section Total (Base plus Section)		63.52	57.04	50.47	59.55	54.27

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		Datasoft Technologies Inc. Greenville, SC HUB - Yes	Donato Technologies Inc Dallas, TX HUB - Yes	ECCO Select Corporation North Kansas City, MO HUB - Yes	ELYON International, Inc. Vancouver, WA HUB - Yes	E-Panzer Security Consulting Inc. (Panzer Security Consulting, Inc.) Denton, TX HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	14.47	14.93	16.80	16.80	12.13
Approach and Management	20	7.73	8.80	10.13	9.33	7.20
References	10	4.20	7.20	6.00	0.00	7.40
Group 1 - Project Services						
Pricing	35	32.67	27.80	34.68	31.81	No Bid
Section Total (Base plus Section)		59.07	58.73	67.61	57.94	No Bid
Group 2 - Support Services						
Pricing	35	32.40	27.56	34.40	32.10	No Bid
Section Total (Base plus Section)		58.80	58.49	67.33	58.24	No Bid
Group 3 - Development Services						
Pricing	35	21.74	18.50	23.08	22.02	No Bid
Section Total (Base plus Section)		48.14	49.43	56.02	48.15	No Bid
Group 4 - Security Services						
Pricing	35	28.34	26.93	33.98	32.26	33.37
Section Total (Base plus Section)		54.74	57.87	66.92	58.39	60.11

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		ePCHelp, Inc. Westwood, NJ HUB - Yes	E-Solutions (Vidhwan Inc.) San Jose, CA HUB - Yes	Ethan Solutions Inc Euless, TX HUB - Yes	ForceV Technologies Prosper, TX HUB - No	Genius Road Dallas, TX HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	10.73	15.40	8.40	13.07	16.33
Approach and Management	20	6.40	8.80	6.13	6.93	8.80
References	10	1.80	3.00	2.00	2.00	9.60
Group 1 - Project Services						
Pricing	35	26.03	27.27	30.63	32.04	31.55
Section Total (Base plus Section)		44.97	54.47	47.16	54.04	66.29
Group 2 - Support Services						
Pricing	35	26.12	27.79	28.77	28.54	28.60
Section Total (Base plus Section)		45.06	54.99	45.31	50.54	63.33
Group 3 - Development Services						
Pricing	35	20.16	20.51	19.94	20.38	20.38
Section Total (Base plus Section)		39.09	47.71	36.48	42.38	55.12
Group 4 - Security Services						
Pricing	35	24.60	26.55	28.89	26.09	28.14
Section Total (Base plus Section)		43.53	53.75	45.43	48.09	62.87

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		GigWorld Talent Solutions LLC Richardson, TX HUB - No	GlobalPoint Inc Plainsboro, NJ HUB - Yes	HBPad Consulting LLC Dallas, TX HUB - Yes	HJ Staffing (Harris-Jones Staffing & Recruiting, LLC) Fort Worth, TX HUB - Yes	HT Staffing Solutions Orange, TX HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	9.80	13.53	10.73	12.13	15.87
Approach and Management	20	5.60	7.73	6.67	7.20	9.07
References	10	4.00	2.00	9.00	9.60	8.80
Group 1 - Project Services						
Pricing	35	28.45	28.30	30.18	27.96	30.29
Section Total (Base plus Section)		47.85	51.56	56.58	56.89	64.03
Group 2 - Support Services						
Pricing	35	28.27	26.76	26.13	28.89	30.19
Section Total (Base plus Section)		47.67	50.03	52.53	57.83	63.92
Group 3 - Development Services						
Pricing	35	18.93	19.14	20.92	19.18	21.12
Section Total (Base plus Section)		38.33	42.40	47.32	48.12	54.85
Group 4 - Security Services						
Pricing	35	27.54	26.79	28.32	28.23	27.19
Section Total (Base plus Section)		46.94	50.05	54.72	57.16	60.92

RFP No. F2026035 Annual Contract for Staff Augmentation Services

		innoSoul, Inc. Westwood, NJ HUB - Yes	IntegratedUs LLC Austin, TX HUB - Yes	Intellibee,Inc. Detroit, MI HUB - Yes	L4 Enterprise Consulting LLC Aubrey, TX HUB - Yes	LanceSoft, Inc. Herndon, VA HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	14.93	12.60	15.87	12.13	15.87
Approach and Management	20	8.53	7.20	8.80	7.20	10.13
References	10	0.00	7.00	5.40	2.40	2.80
Group 1 - Project Services						
Pricing	35	31.17	30.18	29.35	29.33	27.88
Section Total (Base plus Section)		54.63	56.98	59.42	51.07	56.68
Group 2 - Support Services						
Pricing	35	30.94	30.32	27.85	27.83	26.84
Section Total (Base plus Section)		54.41	57.12	57.92	49.56	55.64
Group 3 - Development Services						
Pricing	35	20.74	20.38	30.83	19.12	21.03
Section Total (Base plus Section)		44.21	47.18	60.90	40.85	49.83
Group 4 - Security Services						
Pricing	35	30.34	29.49	26.83	27.60	26.34
Section Total (Base plus Section)		53.80	56.29	56.90	49.33	55.14

RFP No. F2026035 Annual Contract for Staff Augmentation Services

		Livemindz Services INC Farmers Branch, TX HUB - Yes	M9 Consulting, Inc. Cedar Park, TX HUB - Yes	Maganti IT Resources, LLC Waterbury, CT HUB - Yes	Marathon Staffing Group, Inc. DeSoto, TX HUB - No	Monument Assets Pearland, TX HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	9.80	13.53	12.13	17.73	11.20
Approach and Management	20	5.33	8.00	7.20	8.80	6.13
References	10	4.00	2.00	5.40	8.60	3.40
Group 1 - Project Services						
Pricing	35	27.89	30.84	28.69	29.45	29.54
Section Total (Base plus Section)		47.02	54.38	53.42	64.58	50.27
Group 2 - Support Services						
Pricing	35	26.17	30.59	27.56	29.24	27.03
Section Total (Base plus Section)		45.30	54.12	52.29	64.37	47.76
Group 3 - Development Services						
Pricing	35	18.25	20.53	18.81	20.92	21.45
Section Total (Base plus Section)		37.38	44.06	43.54	56.06	42.18
Group 4 - Security Services						
Pricing	35	26.49	30.22	28.78	28.67	26.44
Section Total (Base plus Section)		45.63	53.75	53.51	63.80	47.17

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		MVS360, LLC. Austin, TX HUB - Yes	My3Tech Pierre, SD HUB - Yes	Netsynk Inc. Bolingbook, IL HUB - Yes	New Tech Solutions Inc Fremont, CA HUB - No	Noblesoft Technologies Inc Frisco, TX HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	13.07	14.93	15.40	12.13	12.13
Approach and Management	20	8.00	8.53	8.80	7.73	7.73
References	10	3.20	4.00	2.00	0.00	4.00
Group 1 - Project Services						
Pricing	35	25.38	30.18	32.04	26.74	28.53
Section Total (Base plus Section)		49.65	57.65	58.24	46.61	52.40
Group 2 - Support Services						
Pricing	35	24.59	26.23	24.63	26.58	27.84
Section Total (Base plus Section)		48.85	53.70	50.83	46.44	51.70
Group 3 - Development Services						
Pricing	35	17.21	21.66	23.10	21.43	18.99
Section Total (Base plus Section)		41.48	49.12	49.30	41.29	42.85
Group 4 - Security Services						
Pricing	35	24.87	28.14	27.95	25.89	28.70
Section Total (Base plus Section)		49.14	55.60	54.15	45.76	52.57

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		Noor Staffing Group, LLC New York City, NY HUB - Yes	Omm Inc. (Omm IT Solutions) Columbia, MD HUB - Yes	Optima Global Solutions, Inc. Hamilton, NJ HUB - Yes	PriceSenz Dallas, TX HUB - Yes	PRIMUS Global Services Irving, TX HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	10.73	15.87	13.53	11.67	13.07
Approach and Management	20	6.40	8.00	7.47	7.20	7.73
References	10	3.00	1.00	3.60	9.20	5.20
Group 1 - Project Services						
Pricing	35	31.08	29.42	29.62	28.93	31.16
Section Total (Base plus Section)		51.21	54.28	54.22	56.99	57.16
Group 2 - Support Services						
Pricing	35	30.95	28.23	30.53	26.54	27.63
Section Total (Base plus Section)		51.08	53.09	55.13	54.60	53.63
Group 3 - Development Services						
Pricing	35	20.71	21.46	21.65	23.00	20.93
Section Total (Base plus Section)		40.84	46.33	46.25	51.07	46.93
Group 4 - Security Services						
Pricing	35	30.92	27.33	28.85	27.08	28.53
Section Total (Base plus Section)		51.05	52.20	53.45	55.14	54.53

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		PROLIM Global Corporation Plano, TX HUB - Yes	QUANTUM SPHERE TECHNOLOGIES Glenn Heights, TX HUB - Yes	RADISE International, L.C Riveria Beach, Fl HUB - Yes	Recruiting Source International LLC Katy, TX HUB - Yes	Resource Integrators Houston, TX HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	13.53	12.13	11.20	16.80	16.80
Approach and Management	20	7.73	6.67	6.93	9.87	9.07
References	10	0.00	2.00	9.00	3.60	2.00
Group 1 - Project Services						
Pricing	35	29.75	28.73	28.33	27.70	26.36
Section Total (Base plus Section)		51.02	49.53	55.47	57.97	54.23
Group 2 - Support Services						
Pricing	35	26.53	32.34	28.29	27.53	25.72
Section Total (Base plus Section)		47.79	53.14	55.43	57.80	53.59
Group 3 - Development Services						
Pricing	35	20.92	26.21	19.12	18.54	19.80
Section Total (Base plus Section)		42.19	47.01	46.25	48.81	47.67
Group 4 - Security Services						
Pricing	35	26.57	35.00	27.77	28.31	24.74
Section Total (Base plus Section)		47.84	55.80	54.91	58.58	52.61

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		Rudra Enterprise LLC Irving, TX HUB - Yes	Sage Group Technologies, Inc Hazlet, NJ HUB - Yes	Sage IT Inc Frisco, TX HUB - Yes	Sargad LLC Troy, MI HUB - Yes	SearchPros Staffing Sacramento, CA HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	12.60	16.80	14.93	12.60	13.07
Approach and Management	20	7.47	8.53	8.53	6.93	8.00
References	10	3.60	4.60	7.40	6.80	6.80
Group 1 - Project Services						
Pricing	35	30.33	26.70	28.53	31.08	26.53
Section Total (Base plus Section)		54.00	56.63	59.40	57.42	54.40
Group 2 - Support Services						
Pricing	35	30.12	25.72	29.02	30.75	26.32
Section Total (Base plus Section)		53.78	55.65	59.89	57.09	54.19
Group 3 - Development Services						
Pricing	35	20.19	18.18	21.66	20.64	17.86
Section Total (Base plus Section)		43.86	48.11	52.52	46.97	45.72
Group 4 - Security Services						
Pricing	35	29.53	24.05	29.69	30.39	25.63
Section Total (Base plus Section)		53.20	53.98	60.56	56.72	53.49

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		Siter-Neubauer & Associates (Management Recruiters of Fort Worth-Southwest) Arlington, TX HUB - Yes	SMK Soft Inc. Vienna, VA HUB - Yes	Soal Technologies Austin, TX HUB - Yes	Software Professionals, Inc. Flower Mound, TX HUB - Yes	SolveNow, Inc. Frisco, TX HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	13.53	11.20	14.93	14.93	14.93
Approach and Management	20	7.20	7.47	8.80	9.07	8.53
References	10	6.00	6.00	6.00	2.00	3.80
Group 1 - Project Services						
Pricing	35	32.60	30.85	28.93	32.04	29.44
Section Total (Base plus Section)		59.33	55.52	58.66	58.04	56.71
Group 2 - Support Services						
Pricing	35	27.92	31.43	28.71	27.17	30.26
Section Total (Base plus Section)		54.65	56.10	58.44	53.17	57.52
Group 3 - Development Services						
Pricing	35	22.79	21.10	19.23	21.00	20.40
Section Total (Base plus Section)		49.52	45.76	48.96	47.00	47.67
Group 4 - Security Services						
Pricing	35	28.01	29.90	27.97	25.78	29.25
Section Total (Base plus Section)		54.75	54.56	57.71	51.78	56.51

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		SRS Consulting Inc Fremont, CA HUB - Yes	StarHire (Lonestar Diversified Holdings, Inc.) Buda, TX HUB - Yes	Steck Systems, Inc. Austin, TX HUB - Yes	SuiteMate Staffing Solutions (CareMate Wellness Solutions) Arlington, TX HUB - Yes	Synkriom Inc Piscataway, NJ HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	12.60	14.47	13.53	13.07	16.33
Approach and Management	20	8.80	8.80	8.27	7.73	9.33
References	10	0.00	7.60	3.40	1.40	2.00
Group 1 - Project Services						
Pricing	35	26.20	30.85	27.96	30.65	29.54
Section Total (Base plus Section)		47.60	61.72	53.16	52.85	57.21
Group 2 - Support Services						
Pricing	35	25.53	28.30	27.16	28.55	28.30
Section Total (Base plus Section)		46.93	59.17	52.36	50.75	55.97
Group 3 - Development Services						
Pricing	35	17.33	21.74	18.48	20.52	21.00
Section Total (Base plus Section)		38.73	52.61	43.68	42.72	48.67
Group 4 - Security Services						
Pricing	35	25.78	27.77	26.57	32.10	28.51
Section Total (Base plus Section)		47.18	58.64	51.77	54.30	56.18

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		Sys Code Labs McKinney, TX HUB - Yes	Tachyon Technologies, LLC Southlake, TX HUB - No	Techgene Solutions LLC Irving, TX HUB - Yes	TEEMA, Inc Litchfield, AZ HUB - No	TekLink Global LLC Frisco, TXHUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	13.07	17.73	15.40	13.07	14.47
Approach and Management	20	7.47	9.87	8.53	7.47	9.07
References	10	4.00	6.40	4.00	4.00	9.80
Group 1 - Project Services						
Pricing	35	30.63	29.97	31.57	29.13	32.29
Section Total (Base plus Section)		55.16	63.97	59.50	53.66	65.62
Group 2 - Support Services						
Pricing	35	27.84	29.52	22.06	28.77	27.40
Section Total (Base plus Section)		52.37	63.52	50.00	53.31	60.73
Group 3 - Development Services						
Pricing	35	21.74	20.09	35.00	18.36	21.74
Section Total (Base plus Section)		46.27	54.09	62.93	42.89	55.08
Group 4 - Security Services						
Pricing	35	27.25	29.29	32.62	27.95	29.49
Section Total (Base plus Section)		51.78	63.29	60.55	52.49	62.82

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		The Evolvers Group, L.P. Flower Mound, TX HUB - Yes	Tri-Force Consulting Services, Inc. Lansdale, PA HUB - Yes	Tunabear Inc Dallas, TX HUB - Yes	V Group Inc. East Windsor, NJ HUB - Yes	Vastek Inc. Chula Vista, CA HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score	Score
Base Scores						
Vendor Qualifications/Experience	35	12.13	13.07	12.13	15.40	13.53
Approach and Management	20	6.40	6.67	6.67	9.33	8.00
References	10	9.40	0.00	3.60	4.00	3.60
Group 1 - Project Services						
Pricing	35	32.67	28.72	25.40	29.38	27.88
Section Total (Base plus Section)		60.60	48.46	47.80	58.11	53.01
Group 2 - Support Services						
Pricing	35	30.73	25.73	No Bid	29.12	26.84
Section Total (Base plus Section)		58.66	45.47	No Bid	57.85	51.97
Group 3 - Development Services						
Pricing	35	22.34	20.53	17.66	20.92	21.03
Section Total (Base plus Section)		50.27	40.27	40.06	49.65	46.16
Group 4 - Security Services						
Pricing	35	30.88	25.63	24.46	28.50	26.34
Section Total (Base plus Section)		58.82	45.36	46.86	57.23	51.47

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		Vijay Thirumalai San Francisco, CA HUB - No	Vitaver and Associates, Inc. Fort Lauderdale, FL HUB - Yes	vTech Solution, Inc. Washington, DC HUB - Yes	Zion Cloud Solutions LLC Deerfield, IL HUB - Yes
Evaluation Criteria	Max Points	Score	Score	Score	Score
Base Scores					
Vendor Qualifications/Experience	35	13.07	16.80	18.20	12.60
Approach and Management	20	7.47	9.33	10.13	8.27
References	10	4.80	0.00	5.80	0.00
Group 1 - Project Services					
Pricing	35	28.73	26.29	27.38	25.40
Section Total (Base plus Section)		54.06	52.43	61.51	46.27
Group 2 - Support Services					
Pricing	35	29.02	26.13	27.18	25.72
Section Total (Base plus Section)		54.36	52.26	61.32	46.59
Group 3 - Development Services					
Pricing	35	21.50	17.50	22.16	19.12
Section Total (Base plus Section)		46.83	43.63	56.29	39.99
Group 4 - Security Services					
Pricing	35	29.69	25.46	26.65	25.03
Section Total (Base plus Section)		55.02	51.59	60.78	45.90

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				BuzzClan, LLC Dallas, TX HUB - Yes COOP- Yes		PMCSServices Austin, TX HUB - Yes COOP- Yes	
Line #	**Description**	**QTY**	**UOM**	**Unit**	**Extended**	**Unit**	**Extended**
1.1	Senior/Lead IT Business Analyst Hourly rate entered must be between $73.00 - $89.00	1	Bill Rate Per Hour	$ 87.00	$ 87.00	$ 76.00	$ 76.00
1.2	Senior/Lead IT Business Analyst Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 65.00	$ 65.00	$ 56.00	$ 56.00
1.3	Maximum percent of price increase for the Senior/Lead IT Business Analyst			3.0%		3.0%	
1.4	Senior/Lead IT QA Analyst Hourly rate entered must be between $73.00 - $89.00	3500	Bill Rate Per Hour	$ 80.00	$ 280,000.00	$ 73.00	$ 255,500.00
1.5	Senior/Lead IT QA Analyst Rate per hour paid to the employee	3500	Pay Rate Per Hour	$ 60.00	$ 210,000.00	$ 52.00	$ 182,000.00
1.6	Maximum percent of price increase for the Senior/Lead IT QA Analyst			3.0%		3.0%	
1.7	Senior/Lead Project Manager Hourly rate entered must be between $95.00 - $116.00	1	Bill Rate Per Hour	$ 94.00	$ 94.00	$ 98.00	$ 98.00
1.8	Senior/Lead Project Manager Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 70.00	$ 70.00	$ 71.00	$ 71.00
1.9	Maximum percent of price increase for the Senior/Lead Project Manager.			3.0%		3.0%	
1.10	Change Management Practitioner/Trainer Hourly rate entered must be between $79.00 - $96.00	1	Bill Rate Per Hour	$ 87.00	$ 87.00	$ 83.00	$ 83.00
1.11	Change Management Practitioner/Trainer Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 65.00	$ 65.00	$ 61.00	$ 61.00
1.12	Maximum percent of price increase for the Change Management			3.0%		3.0%	
1.13	System Analyst Hourly rate entered must be between $106.00 - $130.00	1	Bill Rate Per Hour	$ 74.00	$ 74.00	$ 110.00	$ 110.00
1.14	System Analyst Enter the rate per hour paid to the employee	1	Pay Rate Per Hour	$ 55.00	$ 55.00	$ 83.00	$ 83.00
1.15	Maximum percent of price increase for the System Analyst			3.0%		3.0%	
	Group 1 - Project Services Total			$	490,597.00	$	438,138.00
2.1	Senior IT Service Desk Analyst Hourly rate entered must be between $53.00 - $65.00	1	Bill Rate Per Hour	$ 40.00	$ 40.00	$ 55.00	$ 55.00

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				Open Systems Technologies, Inc. New York, NY HUB - No COOP- Yes		GTS Technology Solutions, Inc. Austin, TX HUB - No COOP - Yes	
Line #	**Description**	**QTY**	**UOM**	**Unit**	**Extended**	**Unit**	**Extended**
1.1	Senior/Lead IT Business Analyst Hourly rate entered must be between $73.00 - $89.00	1	Bill Rate Per Hour	$ 75.00	$ 75.00	$ 85.32	$ 85.32
1.2	Senior/Lead IT Business Analyst Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 53.57	$ 53.57	$ 60.94	$ 60.94
1.3	Maximum percent of price increase for the Senior/Lead IT Business Analyst			3.0%		1.0%	
1.4	Senior/Lead IT QA Analyst Hourly rate entered must be between $73.00 - $89.00	3500	Bill Rate Per Hour	$ 75.00	$ 262,500.00	$ 75.48	$ 264,180.00
1.5	Senior/Lead IT QA Analyst Rate per hour paid to the employee	3500	Pay Rate Per Hour	$ 53.57	$ 187,495.00	$ 53.91	$ 188,685.00
1.6	Maximum percent of price increase for the Senior/Lead IT QA Analyst			3.0%		1.0%	
1.7	Senior/Lead Project Manager Hourly rate entered must be between $95.00 - $116.00	1	Bill Rate Per Hour	$ 95.00	$ 95.00	$ 114.66	$ 114.66
1.8	Senior/Lead Project Manager Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 67.86	$ 67.86	$ 81.90	$ 81.90
1.9	Maximum percent of price increase for the Senior/Lead Project Manager.			3.0%		1.0%	
1.10	Change Management Practitioner/Trainer Hourly rate entered must be between $79.00 - $96.00	1	Bill Rate Per Hour	$ 80.00	$ 80.00	$ 88.00	$ 88.00
1.11	Change Management Practitioner/Trainer Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 57.14	$ 57.14	$ 62.86	$ 62.86
1.12	Maximum percent of price increase for the Change Management			3.0%		1.0%	
1.13	System Analyst Hourly rate entered must be between $106.00 - $130.00	1	Bill Rate Per Hour	$ 106.00	$ 106.00	$ 119.20	$ 119.20
1.14	System Analyst Enter the rate per hour paid to the employee	1	Pay Rate Per Hour	$ 75.71	$ 75.71	$ 85.14	$ 85.14
1.15	Maximum percent of price increase for the System Analyst			3.0%		0.0%	
	Group 1 - Project Services Total			$	450,605.28	$	453,563.02
2.1	Senior IT Service Desk Analyst Hourly rate entered must be between $53.00 - $65.00	1	Bill Rate Per Hour	$ 53.00	$ 53.00	$ 59.50	$ 59.50

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				Compunnel, Inc. (Compunnel Software Group, Inc.) Princeton, NJ HUB - Yes COOP - Yes	
Line #	**Description**	**QTY**	**UOM**	**Unit**	**Extended**
1.1	Senior/Lead IT Business Analyst Hourly rate entered must be between $73.00 - $89.00	1	Bill Rate Per Hour	$ 76.80	$ 76.80
1.2	Senior/Lead IT Business Analyst Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 60.00	$ 60.00
1.3	Maximum percent of price increase for the Senior/Lead IT Business Analyst			5.0%	
1.4	Senior/Lead IT QA Analyst Hourly rate entered must be between $73.00 - $89.00	3500	Bill Rate Per Hour	$ 74.24	$ 259,840.00
1.5	Senior/Lead IT QA Analyst Rate per hour paid to the employee	3500	Pay Rate Per Hour	$ 58.00	$ 203,000.00
1.6	Maximum percent of price increase for the Senior/Lead IT QA Analyst			5.0%	
1.7	Senior/Lead Project Manager Hourly rate entered must be between $95.00 - $116.00	1	Bill Rate Per Hour	$ 96.00	$ 96.00
1.8	Senior/Lead Project Manager Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 75.00	$ 75.00
1.9	Maximum percent of price increase for the Senior/Lead Project Manager.			5.0%	
1.10	Change Management Practitioner/Trainer Hourly rate entered must be between $79.00 - $96.00	1	Bill Rate Per Hour	$ 80.64	$ 80.64
1.11	Change Management Practitioner/Trainer Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 63.00	$ 63.00
1.12	Maximum percent of price increase for the Change Management			5.0%	
1.13	System Analyst Hourly rate entered must be between $106.00 - $130.00	1	Bill Rate Per Hour	$ 107.52	$ 107.52
1.14	System Analyst Enter the rate per hour paid to the employee	1	Pay Rate Per Hour	$ 84.00	$ 84.00
1.15	Maximum percent of price increase for the System Analyst			5.0%	
	Group 1 - Project Services Total			$	463,482.96
2.1	Senior IT Service Desk Analyst Hourly rate entered must be between $53.00 - $65.00	1	Bill Rate Per Hour	$ 55.04	$ 55.04

				BuzzClan, LLC Dallas, TX HUB - Yes COOP- Yes		PMCSServices Austin, TX HUB - Yes COOP- Yes	
Line #	**Description**	**QTY**	**UOM**	**Unit**	**Extended**	**Unit**	**Extended**
2.2	Senior IT Service Desk Analyst Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 30.00	$ 30.00	$ 41.00	$ 41.00
2.3	Maximum percent of price increase for the Senior IT Service Desk Analyst			3.0%		3.0%	
2.4	IT Service Desk Analyst Rate entered must be between $48.00 - $59.00	1	Bill Rate Per Hour	$ 40.00	$ 40.00	$ 51.00	$ 51.00
2.5	IT Service Desk Analyst Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 30.00	$ 30.00	$ 37.00	$ 37.00
2.6	Maximum percent of price increase for the IT Service Desk Analyst			3.0%		3.0%	
2.7	Sr. Desktop IT Support Engineer Rate entered must be between $48.00 - $59.00	1	Bill Rate Per Hour	$ 54.00	$ 54.00	$ 52.00	$ 52.00
2.8	Sr. Desktop IT Support Engineer Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 40.00	$ 40.00	$ 37.00	$ 37.00
2.9	Maximum percent of price increase for the Sr. Desktop IT Support Engineer			3.0%		3.0%	
2.10	Desktop IT Support Analyst Rate entered must be between $40.00 - $48.00	1	Bill Rate Per Hour	$ 47.00	$ 47.00	$ 43.00	$ 43.00
2.11	Desktop IT Support Analyst Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 35.00	$ 35.00	$ 31.00	$ 31.00
2.12	Maximum percent of price increase for the Desktop IT Support Analyst			3.0%		3.0%	
2.13	Senior Security Specialist Rate entered must be between $60.00 - $73.00	1000	Bill Rate Per Hour	$ 54.00	$ 54,000.00	$ 60.00	$ 60,000.00
2.14	Senior Security Specialist Rate per hour paid to the employee	1000	Pay Rate Per Hour	$ 40.00	$ 40,000.00	$ 43.00	$ 43,000.00
2.15	Maximum percent of price increase for the Senior Security Specialist			3.0%		3.0%	
2.16	Part-Time IT Trainer Rate entered must be between $64.00 - $78.00	1	Bill Rate Per Hour	$ 47.00	$ 47.00	$ 67.00	$ 67.00
2.17	Part-Time IT Trainer Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 35.00	$ 35.00	$ 50.00	$ 50.00
2.18	Maximum percent of price increase for the Part-Time IT Trainer			3.0%		3.0%	
	Group 2 - Support Services Total			$	94,398.00	$	103,464.00

				Open Systems Technologies, Inc. New York, NY HUB - No COOP- Yes		GTS Technology Solutions, Inc. Austin, TX HUB - No COOP - Yes	
Line #	**Description**	**QTY**	**UOM**	**Unit**	**Extended**	**Unit**	**Extended**
2.2	Senior IT Service Desk Analyst Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 37.86	$ 37.86	$ 42.50	$ 42.50
2.3	Maximum percent of price increase for the Senior IT Service Desk Analyst			3.0%		0.0%	
2.4	IT Service Desk Analyst Rate entered must be between $48.00 - $59.00	1	Bill Rate Per Hour	$ 48.00	$ 48.00	$ 52.50	$ 52.50
2.5	IT Service Desk Analyst Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 34.29	$ 34.29	$ 37.50	$ 37.50
2.6	Maximum percent of price increase for the IT Service Desk Analyst			3.0%		0.0%	
2.7	Sr. Desktop IT Support Engineer Rate entered must be between $48.00 - $59.00	1	Bill Rate Per Hour	$ 48.00	$ 48.00	$ 55.00	$ 55.00
2.8	Sr. Desktop IT Support Engineer Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 34.29	$ 34.29	$ 39.29	$ 39.29
2.9	Maximum percent of price increase for the Sr. Desktop IT Support Engineer			3.0%		1.0%	
2.10	Desktop IT Support Analyst Rate entered must be between $40.00 - $48.00	1	Bill Rate Per Hour	$ 40.00	$ 40.00	$ 42.00	$ 42.00
2.11	Desktop IT Support Analyst Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 28.57	$ 28.57	$ 30.00	$ 30.00
2.12	Maximum percent of price increase for the Desktop IT Support Analyst			3.0%		0.0%	
2.13	Senior Security Specialist Rate entered must be between $60.00 - $73.00	1000	Bill Rate Per Hour	$ 65.00	$ 65,000.00	$ 73.00	$ 73,000.00
2.14	Senior Security Specialist Rate per hour paid to the employee	1000	Pay Rate Per Hour	$ 46.43	$ 46,430.00	$ 52.14	$ 52,140.00
2.15	Maximum percent of price increase for the Senior Security Specialist			3.0%		4.11%	
2.16	Part-Time IT Trainer Rate entered must be between $64.00 - $78.00	1	Bill Rate Per Hour	$ 64.00	$ 64.00	$ 73.18	$ 73.18
2.17	Part-Time IT Trainer Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 45.71	$ 45.71	$ 52.27	$ 52.27
2.18	Maximum percent of price increase for the Part-Time IT Trainer			3.0%		1.0%	
	Group 2 - Support Services Total			$	111,863.72	$	125,623.74

				Compunnel, Inc. (Compunnel Software Group, Inc.) Princeton, NJ HUB - Yes COOP - Yes	
Line #	**Description**	**QTY**	**UOM**	**Unit**	**Extended**
2.2	Senior IT Service Desk Analyst Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 43.00	$ 43.00
2.3	Maximum percent of price increase for the Senior IT Service Desk Analyst			5.0%	
2.4	IT Service Desk Analyst Rate entered must be between $48.00 - $59.00	1	Bill Rate Per Hour	$ 49.92	$ 49.92
2.5	IT Service Desk Analyst Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 39.00	$ 39.00
2.6	Maximum percent of price increase for the IT Service Desk Analyst			5.0%	
2.7	Sr. Desktop IT Support Engineer Rate entered must be between $48.00 - $59.00	1	Bill Rate Per Hour	$ 49.92	$ 49.92
2.8	Sr. Desktop IT Support Engineer Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 39.00	$ 39.00
2.9	Maximum percent of price increase for the Sr. Desktop IT Support Engineer			5.0%	
2.10	Desktop IT Support Analyst Rate entered must be between $40.00 - $48.00	1	Bill Rate Per Hour	$ 41.60	$ 41.60
2.11	Desktop IT Support Analyst Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 32.50	$ 32.50
2.12	Maximum percent of price increase for the Desktop IT Support Analyst			5.0%	
2.13	Senior Security Specialist Rate entered must be between $60.00 - $73.00	1000	Bill Rate Per Hour	$ 61.44	$ 61,440.00
2.14	Senior Security Specialist Rate per hour paid to the employee	1000	Pay Rate Per Hour	$ 48.00	$ 48,000.00
2.15	Maximum percent of price increase for the Senior Security Specialist			5.0%	
2.16	Part-Time IT Trainer Rate entered must be between $64.00 - $78.00	1	Bill Rate Per Hour	$ 65.28	$ 65.28
2.17	Part-Time IT Trainer Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 51.00	$ 51.00
2.18	Maximum percent of price increase for the Part-Time IT Trainer			5.0%	
	Group 2 - Support Services Total			$	109,906.26

RFP No. F2026035 Annual Contract for Staff Augmentation Services

				BuzzClan, LLC Dallas, TX HUB - Yes COOP- Yes		PMCSServices Austin, TX HUB - Yes COOP- Yes	
Line #	**Description**	**QTY**	**UOM**	**Unit**	**Extended**	**Unit**	**Extended**
3.1	Senior/Lead Software Developer Rate entered must be between $146.00 - $178.00	2500	Bill Rate Per Hour	$ 87.00	$ 217,500.00	$ 146.00	$ 365,000.00
3.2	Senior/Lead Software Developer Rate per hour paid to the employee	2500	Pay Rate Per Hour	$ 65.00	$ 162,500.00	$ 110.00	$ 275,000.00
3.3	Maximum percent of price increase for the Senior/Lead Software Developer			3.0%		3.0%	
3.4	Data Architect Rate entered must be between $106.00 - $130.00	1	Bill Rate Per Hour	$ 114.00	$ 114.00	$ 110.00	$ 110.00
3.5	Data Architect Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 85.00	$ 85.00	$ 88.00	$ 88.00
3.6	Maximum percent of price increase for the Data Architect			3.0%		3.0%	
3.7	IT Solution Architect Rate entered must be between $175.00 - $214.00	1	Bill Rate Per Hour	$ 121.00	$ 121.00	$ 183.00	$ 183.00
3.8	IT Solution Architect Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 90.00	$ 90.00	$ 151.00	$ 151.00
3.9	Maximum percent of price increase for the IT Solution Architect			3.0%		3.0%	
	Group 3 - Development Services Total			$	380,410.00	$	640,532.00
4.1	Information Security Analyst Rate entered must be between $77.00 - $95.00	1	Bill Rate Per Hour	$ 94.00	$ 94.00	$ 81.00	$ 81.00
4.2	Information Security Analyst Rate per hour paid to the employee.	1	Pay Rate Per Hour	$ 70.00	$ 70.00	$ 60.00	$ 60.00
4.3	Maximum percent of price increase for the Information Security Analyst			3.0%		3.0%	
	Group 4 - Security Services Total			$164.00		$141.00	

RFP No. F2026035 Annual Contract for Staff Augmentation Services

				Open Systems Technologies, Inc. New York, NY HUB - No COOP- Yes		GTS Technology Solutions, Inc. Austin, TX HUB - No COOP - Yes	
Line #	**Description**	**QTY**	**UOM**	**Unit**	**Extended**	**Unit**	**Extended**
3.1	Senior/Lead Software Developer Rate entered must be between $146.00 - $178.00	2500	Bill Rate Per Hour	$ 146.00	$ 365,000.00	$ 149.51	$ 373,775.00
3.2	Senior/Lead Software Developer Rate per hour paid to the employee	2500	Pay Rate Per Hour	$ 104.29	$ 260,725.00	$ 106.79	$ 266,975.00
3.3	Maximum percent of price increase for the Senior/Lead Software Developer			3.0%		0.0%	
3.4	Data Architect Rate entered must be between $106.00 - $130.00	1	Bill Rate Per Hour	$ 106.00	$ 106.00	$ 128.00	$ 128.00
3.5	Data Architect Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 75.71	$ 75.71	$ 91.43	$ 91.43
3.6	Maximum percent of price increase for the Data Architect			3.0%		2.0%	
3.7	IT Solution Architect Rate entered must be between $175.00 - $214.00	1	Bill Rate Per Hour	$ 175.00	$ 175.00	$ 180.00	$ 180.00
3.8	IT Solution Architect Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 125.00	$ 125.00	$ 128.57	$ 128.57
3.9	Maximum percent of price increase for the IT Solution Architect			3.0%		0.0%	
	Group 3 - Development Services Total			$	626,206.71	$	641,278.00
4.1	Information Security Analyst Rate entered must be between $77.00 - $95.00	1	Bill Rate Per Hour	$ 77.00	$ 77.00	$ 91.71	$ 91.71
4.2	Information Security Analyst Rate per hour paid to the employee.	1	Pay Rate Per Hour	$ 55.00	$ 55.00	$ 65.51	$ 65.51
4.3	Maximum percent of price increase for the Information Security Analyst			3.0%		3.59%	
	Group 4 - Security Services Total			$132.00		$157.22	

RFP No. F2026035 Annual Contract for Staff Augmentation Services

				Compunnel, Inc. (Compunnel Software Group, Inc.) Princeton, NJ HUB - Yes COOP - Yes	
Line #	**Description**	**QTY**	**UOM**	**Unit**	**Extended**
3.1	Senior/Lead Software Developer Rate entered must be between $146.00 - $178.00	2500	Bill Rate Per Hour	$ 147.20	$ 368,000.00
3.2	Senior/Lead Software Developer Rate per hour paid to the employee	2500	Pay Rate Per Hour	$ 115.00	$ 287,500.00
3.3	Maximum percent of price increase for the Senior/Lead Software Developer			5.0%	
3.4	Data Architect Rate entered must be between $106.00 - $130.00	1	Bill Rate Per Hour	$ 108.80	$ 108.80
3.5	Data Architect Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 85.00	$ 85.00
3.6	Maximum percent of price increase for the Data Architect			5.0%	
3.7	IT Solution Architect Rate entered must be between $175.00 - $214.00	1	Bill Rate Per Hour	$ 176.64	$ 176.64
3.8	IT Solution Architect Rate per hour paid to the employee	1	Pay Rate Per Hour	$ 138.00	$ 138.00
3.9	Maximum percent of price increase for the IT Solution Architect			5.0%	
	Group 3 - Development Services Total			$	656,008.44
4.1	Information Security Analyst Rate entered must be between $77.00 - $95.00	1	Bill Rate Per Hour	$ 89.60	$ 89.60
4.2	Information Security Analyst Rate per hour paid to the employee.	1	Pay Rate Per Hour	$ 70.00	$ 70.00
4.3	Maximum percent of price increase for the Information Security Analyst			5.0%	
	Group 4 - Security Services Total			$159.60	

Bid Notes: 22nd Century Technologies, Inc., A & ASSOCIATES, ADITI LLC, Advanced Cybersecuirty Experts LLC, Advanced Proactive Solutions, LLC, AlgebraIT LLC, American Technology Consulting, BayInfotech LLC, BISOFT CONSULTANCY SERVICES LLC, COGENT Infotech Corporation, Consultadd Inc, Corporate Solutions General Inc., CrowdPlat, Inc., Cutting Edge Tech Talent LLC, Cynosure Technologies LLC, Diskriter, Inc., Elegant Enterprise-Wide Solutions, Inc., E-LOGIC, INC., Encode inc, Enterprise Global Solutions, Inc. (Enterprise Solutions, Inc.), Esolvit Government Solutions, FAAZ Consulting LLC, FedTec, LLC, Fleming Technical Resources, LLC, G3 Tech Consultants LLC, Galaxy i Technologies,Inc, Genius Business Solutions, Inc., Global Solutions Group, Inc., Globalpundits Technology Consultancy, Inc, HighCloud Solutions Inc, Hireteq Solutions Inc., IDR, Inc. (Internal Data Resources, Inc.), iFlow Inc, Indus River Technologies Inc, InfoDyne Solutions LLC, Infojini, Inc., Information Resource Group, Inc., Instantserve LLC, International Solution Sources Inc (InterSources Inc), iZeal, Inc, Long View Systems Corporation, Mando Technologies Inc, Maxari, Mersoft Technology LLC, MGT Impact Solutions, LLC, MSM-NET, Inc. dba/ MSMNET Security, MSys, Inc., N2S Global Workforce Solutions LLC, NASSCOMM CONSULTING, LLC, ND Global Consulting Services, Inc., Nextrow, Inc, NexXora, Nohat Staffing, OP Consulting Group LLC, Prisa Consulting Services LLC, RADgov, Inc., Radixsol, Red Sun Technology, Sapot Systems Inc, SBASETECHNOLOGIES INC, Seven Tablets, Inc, SoftSages LLC, Solomons International, LLC, Somerset Staffing LLC, Syntricate Technologies Inc., Tek Ninjas Solutions LLC, Tryfacta, Inc., UpSela Talent Solutions Inc., Veracity Software Inc., Volitiion IIT Inc, Voluble Systems LLC and Zirlen Technologies Inc were deemed non-responsive for failure to provide a proposal response in five pages or less as stated in the specifications.

The responses received from BuzzClan, LLC, Techgene Solutions LLC, Syntricate Technologies Inc., N2S Global Workforce Solutions LLC, Noor Staffing Group, LLC, MGT Impact Solutions, LLC, Instantserve LLC, Aroha Technologies, Inc, Tryfacta, Inc. and SoftSages LLC were deemed non-responsive for group 1 as the prices bid did not fall into the allowable price bands per the specifications. The responses received from Netsynk Inc., N2S Global Workforce Solutions LLC, Noor Staffing Group, LLC, MGT Impact Solutions, LLC, Confidential Search Solutions, Tryfacta, Inc. and Softstages LLC were deemed non-responsive for group 2 as the prices bid did not fall into the allowable price bands per the specifications. The responses received from BuzzClan, LLC, Techgene Solutions LLC, Intellibee,Inc., Syntricate Technologies Inc., Mando Technologies Inc, N2S Global Workforce Solutions LLC, Nohat Staffing, NexXora, vTech Solution, Inc., Tryfacta, Inc., SoftSages LLC were deemed non-responsive for group 3 as the prices bid did not fall into the allowable price bands per the specifications. The responses received from Techgene Solutions LLC, N2S Global Workforce Solutions LLC, Anand PAG Inc, Tryfacta, Inc. and SoftSages LLC were deemed non-responsive for group 4 as the prices bid did not fall into the allowable price bands per the specifications.

A no-bid response was recieved from E-Panzer Security Consulting Inc. (Panzer Security Consulting, Inc.) for group 1. A no-bid response was recieved from E-Panzer Security Consulting Inc. (Panzer Security Consulting, Inc.), Advanced Cybersecuirty Experts LLC, CloudAI Technologies LLC, and Tunabear Inc for group 2. A no-bid response was recieved from E-Panzer Security Consulting Inc. (Panzer Security Consulting, Inc.) and Advanced Cybersecuirty Experts LLC for group 3.

INFORMATION TECHNOLOGY
Empowering Innovation
Driving Excellence

Chief Information & Artificial Intelligence Officer
André Mendes

Chief Administrative Officer
Cecilia Webb

Chief Information Security Officer
Russell Scott

Deputy CIO Cloud, Infrastructure & Operations
Anthony Jackson

Deputy CIO Enterprise Applications
Michael Webb

Assistant CIO Governance
Adepeju Ajunwon

Assistant CIO Organizational Change Management & Support Services
Carolyn J. Bogan

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6/2/2026

Emily Salter
Senior Contracts Administrator
100 E. Weatherford Street, Suite 303
Fort Worth, Texas 76196

Re: F2026035 – Annual Contract for Staff Augmentation Services

Dear Ms. Salter:

After evaluation of the responses received, Tarrant County Information Technology Department recommends award of RFP F2026035 as below:

Group 1 - Project Services
- Open Systems (Primary)
- PMCSServices (Primary)
- GTS (Secondary)
- Compunnel (Secondary)
- International Secondary)

Group 2 - Support Services
- Open Systems (Primary)
- PMCSServices (Primary)
- GTS (Secondary)
- Compunnel (Secondary)
- International Software (Secondary)

Group 3 - Development Services
- Open Systems (Primary)
- GTS (Primary)
- PMCSServices (Secondary)
- Compunnel (Secondary)
- International Software (Secondary)

Group 4 - Security Services
- Open Systems (Primary)
- PMCSServices (Primary)
- GTS (Secondary)
- International Software (Secondary)
- Compunnel (Secondary)

Very sincerely,

Michael Webb (06/03/2026 08:56:45 CDT)
Mike Webb
Deputy CIO Enterprise Applications

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. F2026035 - Annual Contract for Staff Augmentation Services - Information Technology - Various Vendors - Per Contract Terms

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

   If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 6
Department: Purchasing	**Prepared By:** Amos Jones Jr.	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026064 - Purchase of 4,000 Gallon Water Tank Truck - Precinct 1 - Premier Truck Group - Per Unit Price

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026064, Purchase of 4,000 Gallon Water Tank Truck, for Precinct 1, to Premier Truck Group at the per unit price.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statue, and posted on the internet, the Arlington Black Chamber of Commerce, The Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Five hundred and fifteen (515) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference was held April 22, 2026 and was attended by four (4) vendors as well as representatives from Precinct 1 and Purchasing. Nine (9) bids and three (3) no bids were received.

Response from Custom Truck One Source, Inc. deemed non-responsive for failing to meet minimum requirement of 385 horsepower (Custom response was 360), failing to meet minimum requirement of a 100-gallon fuel tank (Custom response was 70), and failing to meet minimum power take-off of 675 (Custom response was 500). Response from Murphy-Hoffman Company, LLC deemed non-responsive for failing to meet minimum horsepower of 385 (Murphy response was 300) and failing to meet minimum requirement of a 100-gallon fuel tank (Murphy response was 50).

The low bid received by Premier Truck Group meets all specifications and is acceptable to Precinct 1.

The purpose of this equipment is to prepare the ground for road work to minimize dust and assist pavers in creating an even starting point for road base materials.

Therefore, it is the joint recommendation of Precinct 1 and Purchasing that Bid No. F2026064, Purchase of 4,000 Gallon Water Tank Truck, be awarded to Premier Truck Group at the per unit price.

FISCAL IMPACT

Funding in the amount of $185,900.00 is available in account 45100-2026 Non-Debt Capital/6110300000 Precinct 1 Maintenance/540000 Capital G/L Account.

Attachments

backup docs F2026064.pdf

Bid No. F206064 - Purchase of 4,000 Gallon Water Tank Truck for Pct. 1

								Award	
				Custom Truck One Source, Inc. Fort Worth, TX HUB - No		Murphy-Hoffman Company, LLC Longview, TX HUB - No		**Premier Truck Group Fort Worth, TX HUB - No**	
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended	**Unit**	**Extended**
1.1	4,000 Water Tank Truck	1	EA	*$ 167,245.00	*$ 167,245.00	*$ 184,431.27	*$ 184,431.27	**$ 185,900.00**	**$ 185,900.00**
	Manufacturer			Freightliner		Kenworth		**Freightliner**	
	Manufacture Model Number			M2106		T480		**114SD**	
	Estimated Delivery Lead Time			5 months		120 -150 days		**4 - 6 months**	
	Warranty Information			2 years/ 250,000 miles		1 year/ 100,000 miles		**3 years/ 100,000 miles**	
	Extended Warranty Information			Not Given		Not Given		**3 years/ 100,000 miles**	
	Price for Extended Warranty			Not Given		Not Given		**$ 4,480.00**	
Section Total				$167,245.00		$184,431.27		**$185,900.00**	

Bid No. F206064 - Purchase of 4,000 Gallon Water Tank Truck for Pct. 1

				Technology Internationsl, Inc. Lake Mary, FL HUB - Yes		Southwest International Trucks Fort Worth, TX HUB - No		Bane Machinery Inc. Dallas, TX HUB - No	
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended	Unit	Extended
1.1	4,000 Water Tank Truck	1	EA	$190,970.00	$190,970.00	$ 194,956.14	$194,956.14	$ 195,484.00	$195,484.00
	Manufacturer			Niece		International Motors		Freightliner Chassis	
	Manufacture Model Number			NWT4000		HV615SBA		LW4000WT	
	Estimated Delivery Lead Time			90 - 120 days		120-150 days		4 - 6 weeks	
	Warranty Information			2 years / 250,000 miles		1 year/ 36,000 miles		1 year/ 100,000 miles	
	Extended Warranty Information			Not Given		4 years/ 100,000 miles		3 yeara / 300,000 miles	
	Price for Extended Warranty			Not Given		$ 3,160.00		Not Given	
Section Total				$190,970.00		$194,956.14		$195,484.00	

Bid No. F206064 - Purchase of 4,000 Gallon Water Tank Truck for Pct. 1

				Rush Truck Center Fort Worth, TX HUB - No		One Nation Distribution LLC Volant, PA HUB - No		David-Tehoungue Ltd Co Hickory Creek, TX HUB - Yes	
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended	Unit	Extended
1.1	4,000 Water Tank Truck	1	EA	$ 206,318.75	$206,318.75	$ 211,989.00	$211,989.00	$ 230,000.00	$230,000.00
	Manufacturer			Peterbilt		International		Load King	
	Manufacture Model Number			567		HV607		Freightliner M2 106	
	Estimated Delivery Lead Time			12 - 16 weeks		60 days		45 days	
	Warranty Information			2 years / 250,000 miles		2 years / Unlimited miles		2 years / 250,000 miles	
	Extended Warranty Information			3 year / 100,000 miles		Not Given		Not Given	
	Price for Extended Warranty			$ 4,927.00		Not Given		Not Given	
Section Total				$206,318.75		$211,989.00		$230,000.00	

*Note: Response from Custom Truck One Source, Inc. deemed non-responsive for failing to meet minimum requirements of 385 horsepower(Custom response was 360), failing to meetminimum requirement of a 100-gallon fuel tank (Custom response was 70), and failing to meet minimumpower-take-off of 675 (Custom response was 500). Response from Murphy-Hoffman Company, LLC deemed non-responsive for failing to meet minimum horepower of 385 (Murphy response was 300) and failing to meet minimum requirement of a 100-gallon fuel tank (Murphy response was 50).

No Bids were received from Peoria Ford, PLB Services LLC, and Sam Pack Five Star Ford.

Roderick Miles, Jr.
Tarrant County Commissioner
Precinct 1

May 13, 2026

Mr. Amos Jones Jr.
Tarrant County
Purchasing Department
100 East Weatherford Street
Fort Worth, TX 76196

Subject: Award of Bid F2026064

Mr. Jones

This letter is regarding the award of Bid No. F2026064, "Purchase of 4000 Gallon Water Tank Truck".

After reviewing the submitted documentation from "Custom Truck One Source, Inc. (Lowest Bidder)". It has been determined that they do not meet all the requirements in the Specifications as advertised. We specified an engine with 385 horsepower at a minimum and they offered one with 360 horsepower. We specified a 100 Gallon Fuel Tank, and they offered a 70 Gallon Fuel Tank. We specified a PTO driven of 675 GPM minimum and they offered 500 GPM.

After reviewing the submitted documentation from Murphy Hoffman Company, LLC. (Second Lowest Bidder)". It was determined that they do not meet all the requirements in the Specifications as advertised. We specified an engine with 385 horsepower at a minimum and they offered one with 300 horsepower. We specified an Elliptical Shaped Water Tank, and they offer a Trapezoid Shape Water Tank. We specified a 100 Gallon Fuel Tank, and they offered a 50 Gallon Fuel Tank.

After reviewing the submitted documentation from "Premier Truck Group (Third Lowest Bidder)". It was determined that they met or exceeded the Specifications as advertised.

It's recommended that Premier Truck Group be awarded the Contract/Bid F2026064 in the amount of $185,900.00 (Bid Amount) and $7,250.00 (Extended Warranty Amount) for a total of $193,150.00 for the purchase of a 2027 Freightliner 114SD Plus with a 4000 Gallon Water Tank Truck for Precinct 1.

Richard (Rick) T. Hatcher
Assistant Director of Field Operations
Office of Commissioner Roderick Miles Jr.
Tarrant County Precinct 1

Southwest Sub-Courthouse
6551 Granbury Road
Fort Worth, TX 76133

Main: (817) 370-4500
Cell: (817) 879-1449
Email: rfmiles@tarrantcountytx.gov

Miller Avenue Administration Building
3500 Miller Avenue
Fort Worth, TX 76119

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026064 – Purchase of 4000 Gallon Water Tank Truck for Precinct 1 – Premier Truck Group – Per Unit Price.

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 7
Department: Purchasing	**Prepared By:** Julie Nichols	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026072 - Annual Contract for Dry Bulk Hydraulic Cement - Countywide - Various Vendors - Per Unit Price and Discount from List Price

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026072, Annual Contract for Dry Bulk Hydraulic Cement, Countywide, to the following vendors at the per unit price and discount from list price:

Primary	Ash Grove Cement a CRH Company
Secondary	Continental Cement Company LLC d/b/a Quikrete Cement

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Five hundred eighty-six (586) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on March 24, 2026 was attended by one (1) vendor as well as representatives from Precincts 2 and 3 and Purchasing. Two (2) bids and seven (7) no-bids were received.

Bids were evaluated by the four (4) Maintenance Precincts and Purchasing representatives. Award recommendations are to the low bids meeting specifications.

The term of the contract is twelve (12) months, effective October 1, 2026.

Subject to continued funding by the Commissioners Court, this agreement shall automatically renew October 1, 2027 and October 1, 2028, hereafter for two (2) twelve (12) month periods ending on September 30, 2029, unless sooner terminated by either party as provided herein.

Dry hydraulic cement is used during road construction and repair projects to fix cracks in roads.

Therefore, it is the joint recommendation of the four (4) Maintenance Precincts and Purchasing that Bid No. F2026072, Annual Contract for Dry Bulk Hydraulic Cement, be awarded to the vendors listed above at the per unit price and discount from list price.

FISCAL IMPACT

Expenses for the last twelve (12) months were $394,136.60. Funding has been requested in the FY 2027 budget in the following accounts:
26100-2027 Road and Bridge/6110300000 Precinct 1 Maintenance/558097 Asphalt - Rock/Hot Mix
26100-2027 Road and Bridge/6210300000 Precinct 2 Maintenance/558097 Asphalt - Rock/Hot Mix
26100-2027 Road and Bridge/6310300000 Precinct 3 Maintenance/558097 Asphalt - Rock/Hot Mix
26100-2027 Road and Bridge/6410300000 Precinct 3 Maintenance/558097 Asphalt - Rock/Hot Mix

Attachments

Backup-F2026072.pdf

Bid. No. F2026072 Annual Contract for Dry Bulk Hydraulic Cement

				Primary		Secondary	
				Ash Grove Cement a CRH Company Overland Park, KS HUB - No CO-OP - Yes		Continental Cement Company LLC d/b/a Quikrete Cement Atlanta, GA HUB - No CO-OP - Yes	
				Total Price	**$210,180.00**	Total Price	$255,000.00
Line #	Description	QTY	UOM	**Unit**	**Extended**	Unit	Extended
1	Type IL (10) MS Dry Bulk Hydraulic Cement	1000	Tons	**$210.18**	**$210,180.00**	$255.00	$255,000.00
2	Discount for Related Items not Specified			**0.0%**		0.0%	

Notes: No-Bids were received from Ergon Asphalt & Emulsions, Inc., Construction Solution USA LLC, First Out Services, LLC, Cerris Builders Inc,TD Industries, Ideal Roofing Solutions, and PLB Services LLC.

Roderick Miles, Jr.
Tarrant County Commissioner
Precinct 1

To: Julie Nichols – Buyer

From: Joe Trammel – Director of Field Operations, Precinct 1

Date: April 28, 2026

RE: Recommendation for F2026072 Annual Contract for Dry Bulk Hydraulic Cement

Based on the information provided in the RFB process. Precinct 1 recommends that RFB F2026072 Annual Contract for Dry Bulk Hydraulic Cement be awarded to the following:

Primary Vendor – Ash Grove Cement Company

Secondary Vendor – Quikrete Cement

Sincerely,

Joe L. Trammel
Director of Field Operations, Precinct 1

Southwest Sub-Courthouse
6551 Granbury Road
Fort Worth, TX 76133

Main: (817) 370-4500
Cell: (817) 879-1449
Email: rfmiles@tarrantcountytx.gov

Miller Avenue Administration Building
3500 Miller Avenue
Fort Worth, TX 76119

TARRANT COUNTY

PRECINCT 2 SOUTHEAST MAINTENANCE CENTER

April 28, 2026

Julie Nichols
Purchasing Department
100 East Weatherford St.
Fort Worth, Tx 76196

Ms. Nichols,

This letter is regarding the award for Bid No. F2026072 Annual Contract for Dry Bulk Hydraulic Cement. Having reviewed the bids that the Purchasing department received and submitted to our department, I am recommending the bid be awarded to:

Primary – Ash Grove Cement Company

Secondary – Quikrete Cement

For the Purchase of Dry Bulk Hydraulic Cement

Ron Edwards, Assistant Director of Field Operations
Tarrant County Precinct 2
Southeast Maintenance Center

TARRANT COUNTY
PRECINCT THREE
NORTHEAST MAINTENANCE

ANTHONY JARAMILLO
Director of Field Operations

April 28, 2026

Julie Nichols

Tarrant County Purchasing Department

100 East Weatherford St, Suite 303

Fort Worth, Texas 76196

Dear Julie Nichols,

This letter is regarding the award for bid F2026072 annual contract for Dry Bulk Hydraulic Cement. Having reviewed the bids that your department received and submitted to our department; I am pleased to recommend that the contract be awarded as set forth:

Primary	Ash Grove Cement Company
Secondary	Quikrete Cement

Sincerely,

Anthony Jaramillo

Director of Field Operations

Tarrant County Precinct 3

TARRANT COUNTY

PRECINCT NUMBER FOUR

MANNY RAMIREZ
COUNTY COMMISSIONER
PRECINCT NO. 4

DOUG DEWEESE
DIRECTOR OF FIELD OPERATIONS
PRECINCT NO. 4

April 28, 2026

To: Julie Nichols
Tarrant County Purchasing

From: Doug Deweese, Director Precinct #4
Maintenance Facility

Subject: F2026-072 Dry Bulk Hydraulic Cement

After reviewing the bid results for annual contract F20260-072 under the name of Ash Grove Cement Co. and Quickrete Cement Continental Cement Co as the secondary vendor for "Dry Bulk Hydraulic Cement", Precinct #4 has no objection to the contract as bid.

Thank you,

Doug Deweese

Doug Deweese, Director of Operations
Precinct #4 Maintenance Facility

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026072 - Annual Contract for Dry Bulk Hydraulic Cement - Countywide – Various Vendors- Per Unit Price and Discount from List Price

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

   If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 8
Department: Purchasing	**Prepared By:** Julie Nichols	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026073 - Annual Contract for Reinforced Concrete Pipes, Concrete Box Culverts, and Safety End Treatments - Countywide - Various Vendors - Per Unit Price and Discount from List Price

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026073, Annual Contract for Reinforced Concrete Pipes, Concrete Box Culverts, and Safety End Treatments, Countywide, to the following vendors at the per unit price and discount from list price:

Primary	Forterra Pipe & Precast, LLC d/b/a Rinker Materials
Secondary	Ferguson Enterprises, LLC

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Four hundred ninety (490) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on March 24, 2026 was attended by one (1) vendor as well as representatives from Precincts 2 and 3 and Purchasing. Two (2) bids and seven (7) no-bids were received.

Bids were evaluated by the four Maintenance Precincts and Purchasing representatives. Award recommendations are to the low bids meeting specifications.

The term of the contract is twelve (12) months, effective October 1, 2026.

Subject to continued funding by the Commissioners Court, this agreement shall automatically renew October 1, 2027 and October 1, 2028, hereafter for two (2) twelve (12) month periods ending on September 30, 2029, unless sooner terminated by either party as provided herein.

Reinforced concrete pipe, concrete box culverts, and safety end treatments are used create and repair drainage on roads.

Therefore, it is the joint recommendation of the four (4) Maintenance Precincts and Purchasing that Bid No. F2026073, Annual Contract for Reinforced Concrete Pipes, Concrete Box Culverts, and Safety End Treatments, be awarded to the vendors listed above at the per unit price and discount from list price.

FISCAL IMPACT

Expenses for the last twelve (12) months were $187,180.69. Funding has been requested in the FY 2027 budget in the following accounts:
26100-2027 Road and Bridge/6110300000 Precinct 1 Maintenance/558081 Culverts
26100-2027 Road and Bridge/6210300000 Precinct 2 Maintenance/558081 Culverts
26100-2027 Road and Bridge/6310300000 Precinct 3 Maintenance/558081 Culverts
26100-2027 Road and Bridge/6410300000 Precinct 4 Maintenance/558081 Culverts

Attachments

Backup-F2026073.pdf

Bid No. F2026073 Annual Contract for Reinforced Concrete Pipes (RCP), Concrete Box Culverts, and Safety End Treatments (SET)

				Primary		Secondary	
				Forterra Pipe & Precast, LLC d/b/a Rinker Materials Grand Prairie, TX HUB - No CO-OP - Yes		Ferguson Enterprises, LLC Newport News, VA HUB - No CO-OP - Yes	
				Total Price	**$29,507.85**	Total Price	$34,042.00
Line #	Description	QTY	UOM	**Unit**	**Extended**	Unit	Extended
1	Class III Reinforced Concrete Pipe 12- Inch Diameter	67	Unit Price Per Foot	**$34.20**	**$2,291.40**	$48.50	$3,249.50
2	Class III Reinforced Concrete Pipe 15- Inch Diameter	140	Unit Price Per Foot	**$37.05**	**$5,187.00**	$50.50	$7,070.00
3	Class III Reinforced Concrete Pipe 18-Inch Diameter	224	Unit Price Per Foot	**$38.95**	**$8,724.80**	$46.50	$10,416.00
4	Class III Reinforced Concrete Pipe 24-Inch Diameter	31	Unit Price Per Foot	**$56.05**	**$1,737.55**	$66.50	$2,061.50
5	Class III Reinforced Concrete Pipe 36-Inch Diameter	22	Unit Price Per Foot	**$112.10**	**$2,466.20**	$130.50	$2,871.00
6	Class III Reinforced Concrete Pipe 48-Inch Diameter	21	Unit Price Per Foot	**$193.80**	**$4,069.80**	$223.00	$4,683.00
7	Concrete Box Culvert, Fill Height Two Feet, 6' long X 3' wide X 2' high	1	Unit Price Per Foot	**$1,214.10**	**$1,214.10**	$477.00	$477.00
8	Precast Safety End Treatment, Without Galvanized Pipe Runners, 15", 3:1 Ratio	1	Unit Price Per Foot	**$430.00**	**$430.00**	$430.00	$430.00
9	Precast Safety End Treatment, Without Galvanized Pipe Runners, 18", 3:1 Ratio	1	Unit Price Per Foot	**$598.00**	**$598.00**	$598.00	$598.00
10	Precast Safety End Treatment, Without Galvanized Pipe Runners, 24", 3:1 Ratio	1	Unit Price Per Foot	**$799.00**	**$799.00**	$799.00	$799.00
11	Precast Safety End Treatment, With Type "C" Galvanized Pipe Runners, 30", 3:1 Ratio	1	Unit Price Per Foot	**$1,990.00**	**$1,990.00**	$1,387.00	$1,387.00
12	Percentage Discount for Items Not Listed			**10.0%**		7.5%	

Notes: No-Bids were received from Times Infinity Group, Construction Solution USA LLC, First Out Services, LLC, Cerris Builders Inc,TD Industries, Ideal Roofing Solutions, and PLB Services LLC.

Roderick Miles, Jr.
Tarrant County Commissioner
Precinct 1

To: Julie Nichols – Buyer

From: Joe Trammel – Director of Field Operations, Precinct 1

Date: April 28, 2026

RE: Recommendation for F2026073 Annual Contract for Reinforced Concrete Pipe (RCP)

Based on the information provided in the RFB process. Precinct 1 recommends that RFB F2026073 Annual Contract for Reinforced Concrete Pipe (RCP) be awarded to the following:

Primary Vendor – Rinker Materials

Secondary Vendor – Fergurson Enterprises

Sincerely,

Joe L. Trammel
Director of Field Operations, Precinct 1

Southwest Sub-Courthouse
6551 Granbury Road
Fort Worth, TX 76133

Main: (817) 370-4500
Cell: (817) 879-1449
Email: rfmiles@tarrantcountytx.gov

Miller Avenue Administration Building
3500 Miller Avenue
Fort Worth, TX 76119

TARRANT COUNTY

PRECINCT 2 SOUTHEAST MAINTENANCE CENTER

April 27, 2026

Julie Nichols
Purchasing Department
100 East Weatherford St.
Fort Worth, Tx 76196

Ms. Nichols,

This letter is regarding the award for Bid No. F2026073 Annual Contract for Reinforced Concrete Pipes, Concrete Box Culverts, and Safety End Treatments. Having reviewed the bids that the Purchasing department received and submitted to our department, I am recommending the bid be awarded to:

Primary – Rinker Materials

Secondary – Ferguson Enterprises, LLC

For the Purchase of Reinforced Concrete Pipes, Concrete Box Culverts, and Safety End Treatments.

Ron Edwards

Ron Edwards, Assistant Director of Field Operations
Tarrant County Precinct 2
Southeast Maintenance Center

TARRANT COUNTY

PRECINCT THREE
NORTHEAST MAINTENANCE

ANTHONY JARAMILLO
Director of Field Operations

April 27, 2026

Julie Nichols

Tarrant County Purchasing Department

100 East Weatherford St, Suite 303

Fort Worth, Texas 76196

Dear Julie Nichols,

This letter is regarding the award for bid F2026073 annual contract for Reinforced Concrete Pipes, (RCP), Concrete Box Culverts, and Safety End Treatments (SET). Having reviewed the bids that your department received and submitted to our department; I am pleased to recommend that the contract be awarded as set forth:

Primary	Rinker Materials
Secondary	Ferguson Enterprises

Sincerely,

Anthony Jaramillo

Director of Field Operations

Tarrant County Precinct 3

TARRANT COUNTY

PRECINCT NUMBER FOUR

MANNY RAMIREZ
COUNTY COMMISSIONER
PRECINCT NO. 4

DOUG DEWEESE
DIRECTOR OF FIELD OPERATIONS
PRECINCT NO. 4

April 21, 2026

To: Julie Nichols
Tarrant County Purchasing

From: Doug Deweese, Director Precinct #4
Maintenance Facility

Subject: F2026-073 Reinforced Concrete Pipes (RCP) Concrete Box Culverts

After reviewing the bid results for annual contract F20260-073 under the name of Rinker Materials and Ferguson Enterprises as the secondary vendor for "Reinforced Concrete Pipes (RCP) Concrete Box Culverts", Precinct #4 has no objection to the contract as bid.

Thank you,

Doug Deweese

Doug Deweese, Director of Operations
Precinct #4 Maintenance Facility

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026073 - Annual Contract for Reinforced Concrete Pipes (RCP), Concrete Box Culverts, and Safety End Treatments (SET) - Countywide – Various Vendors - Per Unit Price and Discount from List Price

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

   If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 20
Department: Purchasing	**Prepared By:** Allan Tucker	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026074 - Public Health Chiller/BAS Replacement - Facilities Management - Freer Mechanical Contractors Inc.

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026074, Public Health Chiller/BAS Replacement, for Facilities Management, to Freer Mechanical Contractors Inc. for $2,497,194.00, approve contract and accept payment and performance bonds.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Eight hundred and twenty-nine (829) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on April 1, 2026 was attended by twelve (12) vendors as well as representatives from Facilities Management and Purchasing. Six (6) bids and eight (8) no-bids were received.

TD Industries Inc. withdrew their bid.

The low bid received from Freer Mechanical Contractors Inc. meets all specifications and is acceptable to Facilities Management.

The purpose of this contract is to replace the aging chiller plant equipment at the Tarrant County Public Health building, including two failing water-cooled centrifugal chillers, associated pumps, and obsolete pneumatic controls. This upgrade will improve system reliability, increase energy efficiency, and ensure the facility maintains proper cooling capacity to support critical public health operations. The existing chillers have reached the end of their useful life, experience frequent maintenance issues, and utilize outdated components that are no longer commercially supported, necessitating their replacement with modern, high-efficiency equipment.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that RFP No. F2026074, Public Health Chiller/BAS Replacement, be awarded to Freer Mechanical Contractors Inc. at the per contract terms.

FISCAL IMPACT

Funding in the amount of $2,497,194.00 is available in account T0400-2026 Public Health Fund/3110505000 Dr. Brooks Building/540000 Capital Outlay.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Backup.pdf

Bid No. F2026074 Public Health Chiller/BAS Replacement

Award

		Freer Mechanical Contractors Inc. Fort Worth, TX HUB - No		CEC Facilities LLC. Irving, TX HUB - No	
		Total Price	**$2,497,194.00**	Total Price	$2,675,825.00
Line #	Description	**Unit**	**Extended**	Unit	Extended
1	Base Bid - installation of Magnetic Bearing Centrifugal Chiller with Variable Speed Drive.	**$2,497,194.00**	**$2,497,194.00**	$2,675,825.00	$2,675,825.00
1.1	Base Bid Price for Materials	**$1,789,336.00**		$1,883,291.00	
1.2	Base Bid Price for Labor	**$643,983.00**		$757,070.00	
1.3	Base Bid Price for Required Bonds	**$63,875.00**		$35,464.00	
2	Alternate #1 - substituting a water cooled centrifugal chiller instead of a magnetic bearing centrifugal chiller.	**$2,302,405.00**		$2,501,372.00	
2.1	Alternate #1 Price for Materials	**$1,590,616.00**		$1,710,491.00	
2.2	Alternate #1 Price for Labor	**$652,896.00**		$757,070.00	
2.3	Alternate #1 Price for Required Bonds	**$58,893.00**		$33,811.00	
3	Alternate #2 -PVC Jackets on Existing Chilled Water Piping Only. Furnish and install new PVC insulation jackets on all existing chilled water supply and return piping within the Chiller Plant.	**$28,800.00**		$2,694,628.00	
3.1	Alternate #2 Price for Materials	**$11,283.00**		$1,890,747.00	
3.2	Alternate #2 Price for Labor	**$16,814.00**		$768,253.00	
3.3	Alternate #2 Price for Required Bonds	**$703.00**		$35,628.00	

Bid No. F2026074 Public Health Chiller/BAS Replacement

		Infinity Contractors International LTD Fort Worth, TX HUB - No		Haynes-Humphrey a Joint Ventue Dallas, TX HUB - Yes	
		Total Price	$2,745,688.00	Total Price	$3,109,590.00
Line #	Description	Unit	Extended	Unit	Extended
1	Base Bid - installation of Magnetic Bearing Centrifugal Chiller with Variable Speed Drive.	$2,745,688.00	$2,745,688.00	$3,109,590.00	$3,109,590.00
1.1	Base Bid Price for Materials	$2,062,042.00		$2,100,568.00	
1.2	Base Bid Price for Labor	$629,809.00		$973,659.00	
1.3	Base Bid Price for Required Bonds	$53,837.00		$35,363.00	
2	Alternate #1 - substituting a water cooled centrifugal chiller instead of a magnetic bearing centrifugal chiller.	$2,526,929.00		-$174,725.00	
2.1	Alternate #1 Price for Materials	$1,847,572.00		-$172,800.00	
2.2	Alternate #1 Price for Labor	$629,809.00		$0.00	
2.3	Alternate #1 Price for Required Bonds	$49,548.00		-$1,925.00	
3	Alternate #2 -PVC Jackets on Existing Chilled Water Piping Only. Furnish and install new PVC insulation jackets on all existing chilled water supply and return piping within the Chiller Plant.	$2,774,034.00		$20,167.00	
3.1	Alternate #2 Price for Materials	$2,072,825.00		$12,957.00	
3.2	Alternate #2 Price for Labor	$646,816.00		$6,978.00	
3.3	Alternate #2 Price for Required Bonds	$54,393.00		$232.00	

Bid No. F2026074 Public Health Chiller/BAS Replacement

		Decker Mechanical Cedar Hill, TX HUB - No	
		Total Price	$6,374,766.00
Line #	Description	Unit	Extended
1	Base Bid - installation of Magnetic Bearing Centrifugal Chiller with Variable Speed Drive.	$6,374,766.00	$6,374,766.00
1.1	Base Bid Price for Materials	$1,957,948.00	
1.2	Base Bid Price for Labor	$1,229,435.00	
1.3	Base Bid Price for Required Bonds	$3,187,383.00	
2	Alternate #1 - substituting a water cooled centrifugal chiller instead of a magnetic bearing centrifugal chiller.	$5,941,090.00	
2.1	Alternate #1 Price for Materials	$1,742,706.00	
2.2	Alternate #1 Price for Labor	$1,227,839.00	
2.3	Alternate #1 Price for Required Bonds	$2,970,545.00	
3	Alternate #2 -PVC Jackets on Existing Chilled Water Piping Only. Furnish and install new PVC insulation jackets on all existing chilled water supply and return piping within the Chiller Plant.	$40,384.00	
3.1	Alternate #2 Price for Materials	$6,680.00	
3.2	Alternate #2 Price for Labor	$13,512.00	
3.3	Alternate #2 Price for Required Bonds	$20,192.00	

*TD Industries Inc. withdrew their bid

** No-bids were received from Filterbuy Incorperated, Times Infinity Group, Construction Solution USA LLC., ACCO Brands USA LLC, First Out Services LLC, Complete Supply Inc.

BAIRD, HAMPTON & BROWN
building partners

May 6, 2026

Allan Tucker
Senior Buyer
Tarrant County Purchasing
100 E Weatherford, Suite 303
Fort Worth, Texas 76196-0103

RE: BID F2026074 PUBLIC HEALTH
CHILLER/BAS REPLACEMENT
BHB PROJECT NUMBER 2024.010.010

Dear Allan,

Following the submittal of Proposals and then Scope Review meeting held with Freer Mechanical Contractors on May 5, 2026, with the discussion and confirmation of the project scope items during the meeting, I recommend that the County accept their proposal, and proceed with Freer Mechanical Contractors to accomplish the Work as stated for the project in the Contract Documents for the Base Bid.

Sincerely:

BAIRD, HAMPTON & BROWN



Les Brown, PE, LEED AP
Senior Associate
Senior Mechanical Engineer

TARRANT COUNTY

DEPARTMENT OF FACILITIES MANAGEMENT

May 8, 2026

Allan Tucker
Senior Buyer
Tarrant County Purchasing

Subject: F2026074 Public Health Chiller/BAS Replacement

RE: Recommendation for Award

Mr. Tucker,

Tarrant County Facilities Management (TCFM) has reviewed and evaluated the bid and supporting documentation submitted in response to IFB Public Health Chiller/BAS Replacement. We recommend awarding to the vendor below with the base only and excluding ALT 2:

Freer Mechanical Contractors

Sincerely,

Chad Raines

Chad Raines

AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT executed as of the date of the final electronic signature by the Owner.

BETWEEN the Owner:
(Name, legal status, address and other information)

Tarrant County
100 E. Weatherford
Fort Worth, Texas 76196

and the Contractor:
(Name, legal status, address and other information)

Freer Mechanical Contractors, Inc
1908 Samuels Ave
Fort Worth, Texas 76102

for the following Project:
(Name, location and detailed description)

Public Health Chiller/BAS Replacement
Tarrant County Public Health
1101 South Main Street Fort Worth, Texas 76104

The Architect:
(Name, legal status, address and other information)

Baird, Hampton & Brown
6300 Ridglea Place, suite 700
Fort Worth, Texas 76116

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:
The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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User Notes: (6a0b49e1231c9948d13846eb)

TABLE OF ARTICLES

1 THE CONTRACT DOCUMENTS

2 THE WORK OF THIS CONTRACT

3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

4 CONTRACT SUM

5 PAYMENTS

6 DISPUTE RESOLUTION

7 TERMINATION OR SUSPENSION

8 MISCELLANEOUS PROVISIONS

9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:
(Check one of the following boxes.)

[ ] The date of this Agreement.

[X] A date set forth in a notice to proceed issued by the Owner.

[ ] Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:
(Check one of the following boxes and complete the necessary information.)

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[X] Not later than one hundred and sixty five (165) calendar days from the date of commencement of the Work.

[ ] By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
None	

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Two million four hundred and ninety seven thousand one hundred and ninety four dollars ($ 2,497,194.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
None	

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
Not Applicable		

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price
Not Applicable	

§ 4.4 Unit prices, if any:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit ($0.00)
Not Applicable		

§ 4.5 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

No Applicable

§ 4.6 Other:
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

None

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ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor in accordance with Chapter 2251 of the Texas Government Code, as well as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

Not Applicable

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the last day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the last day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than thirty (30) days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

.1 That portion of the Contract Sum properly allocable to completed Work;

.2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and

.3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

.1 The aggregate of any amounts previously paid by the Owner;

.2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;

.3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;

.4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and

.5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:
(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

5%

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§ 5.1.7.1.1 The following items are not subject to retainage:
(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

Not Applicable

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:
(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

Not Applicable

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:
(Insert any other conditions for release of retainage upon Substantial Completion.)

Not Applicable

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

.1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and

.2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

None

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the statutory interest rate set forth in Texas Government Code Sec. 2251.025.

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

Intentionally Omtted.

§ 6.2 Binding Dispute Resolution

Intentionally Omitted.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:
(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

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None

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:
(Name, address, email address, and other information)

Tarrant County Facilities Management
200 Taylor Street, Suite 344
Fort Worth, Texas 76196

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information)

Kevin Bottom
Freer Mechanical Contractors, Inc.
1908 Samuels Ave
Fort Worth, Texas 76102
Email: kevin@freermechanical.com

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with a building information modeling exhibit, if completed, or as otherwise set forth below:
(If other than in accordance with a building information modeling exhibit, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

Not Applicable

§ 8.7 Other provisions:

Not Applicable

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

.1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor

.

.3 AIA Document A201™–2017, General Conditions of the Contract for Construction

:

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9.

.8 Other Exhibits:
(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

[ ] AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

[ ] The Sustainability Plan:

Title	Date	Pages

[ ] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages

.9 Other documents, if any, listed below:
(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™–2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

All documents contained in Bid No F2026074.
Freer Mechanical Inc. response to Bid No. F2026074

ARTICLE 10 EXECUTION OF AGREEMENT

This agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this agreement, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this agreement as to the parties and may be used in lieu of the original agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

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Tarrant County

Separate Electronic Signature Page
OWNER *(Signature)*

Tim O'Hare, County Judge

Freer Mechanical Contractors Inc.



CONSTRUCTION MANAGER *(Signature)*

Kevin Bottom
Printed Name and Title

***Approved as to Form**

Separate Electronic Signature Page
CDA *(Signature)*

Criminal District Attorney's Office

**By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.*

***Certification of Funds**

Separate Electronic Signature Page
TARRANT COUNTY AUDITOR *(Signature)*

Kimberly M. Buchanan, CPA

**Certification of funds available for the Amount of $2,497,194.00*

Bond No. **8056690**

STATUTORY PERFORMANCE BOND PURSUANT TO CHAPTER 2253 OF THE TEXAS GOVERNMENT CODE AS AMENDED BY THE 73RD TEXAS LEGISLATURE, 1993

(PUBLIC WORKS)

KNOW ALL MEN BY THESE PRESENTS:

That, **Freer Mechanical Contractors, Inc.**, (hereinafter called the Principal), as Principal, and **Amerisure Mutual Insurance Company** a corporation organized and existing under the laws of the State of **Michigan**, with their principal office in the City of Farmington Hills, MI (hereinafter called the Surety), as Surety, are held and firmly bound unto **Tarrant County, Texas**, (hereinafter called the Obligee) in the amount of **Two million four hundred ninety seven thousand one hundred ninety four and No/100** Dollars **($2,497,194.00)** for the payment whereof, the said Principal and Surety bind themselves, and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain written contract with the Obligee, dated the ____day of _____, 20__ for **F2026074 Public Health Chiller/BAS Replacement** which contract is hereby referred to and made a part hereof as fully and to the same extent as if copied at length herein.

NOW THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the said Principal shall faithfully perform the work in accordance with the plans, specifications and contract documents, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that this bond is executed pursuant to the provisions of Chapter 2253 of Texas Government Code as amended by Acts of the 73rd Legislature, 1993, and all liabilities on this bond to all such claimants shall be determined in accordance with the provisions of said Chapter to the same extent as if it were copied at length herein.

IN WITNESS WHEREOF, the said Principal and Surety have signed and sealed this instrument this 18th day of May, 2026.

Attest:

Freer Mechanical Contractors, Inc.

By: _____ (SEAL)

Amerisure Mutual Insurance Company

Witness:

Brandi Heath

_____ (SEAL)

Tracy Tucker, Attorney-in-Fact

Bond No. **8056690**

STATUTORY PAYMENT BOND PURSUANT TO CHAPTER 2253 OF THE TEXAS GOVERNMENT CODE AS AMENDED BY THE 73RD TEXAS LEGISLATURE, 1993

(PUBLIC WORKS)

KNOW ALL MEN BY THESE PRESENTS:

That, **Freer Mechanical Contractors, Inc.**, (hereinafter called the Principal), as Principal, and **Amerisure Mutual Insurance Company**, a corporation organized and existing under the laws of the State of **Michigan**, with their principal office in the City of Farmington Hills, MI (hereinafter called the Surety), as Surety, are held and firmly bound unto **Tarrant County, Texas**, (hereinafter called the Obligee) in the amount of **Two million four hundred ninety seven thousand one hundred ninety four and No/100** Dollars (**$2,497,194.00**) for the payment whereof, the said Principal and Surety bind themselves, and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain written contract with the Obligee, dated the dated the _____ day of _____, 20_____ for **F2026074 – Public Health Chiller/BAS Replacement** which contract is hereby referred to and made a part hereof as fully and to the same extent as if copied at length herein.

NOW THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the said Principal shall pay all claimants supplying labor and material to him or a subcontractor in the prosecution of the work provided for in said contract, then, this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that this bond is executed pursuant to the provisions of Chapter 2253 of Texas Government Code as amended by Acts of the 73rd Legislature, 1993, and all liabilities on this bond to all such claimants shall be determined in accordance with the provisions of said Chapter to the same extent as if it were copied at length herein.

IN WITNESS WHEREOF, the said Principal and Surety have signed and sealed this instrument this 18th day of May, 20 26.

Attest:

Freer Mechanical Contractors, Inc.

By: _____ (SEAL)

Witness:

Brandi Heath

Amerisure Mutual Insurance Company

Tracy Tucker, Attorney-in-Fact

(SEAL)

AMERISURE MUTUAL INSURANCE COMPANY
AMERISURE INSURANCE COMPANY
AMERISURE PARTNERS INSURANCE COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Amerisure Mutual Insurance Company, Amerisure Insurance Company and Amerisure Partners Insurance Company are corporations duly organized under the laws of the State of Michigan (herein collectively the "Companies"), and that the Companies do hereby make, constitute and appoint:

TRACY TUCKER, STEVEN TUCKER, KEVIN J. DUNN, W. LAWRENCE BROWN
DOUGLASS A. REED, BENNETT BROWN AND ROBERTA H. ERB

of Tucker Agency, Ltd., its true and lawful Attorney(s)-in Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge, for and on its behalf and as its act and deed, bonds or others writings obligatory in the nature of a bond on behalf of each of said Companies, as surety, on contracts or suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract or suretyship executed under this authority shall exceed the amount of:

ONE HUNDRED MILLION ($100,000,000.00) DOLLARS

This Power of Attorney is granted and signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of Amerisure Mutual Insurance Company, Amerisure Insurance Company and Amerisure Partners Insurance Company at meetings duly called and held on February 17, 2022.

"**RESOLVED**, that any two of the President & Chief Executive Officer, the Chief Financial Officer & Treasurer, the Senior Vice President Surety, the Vice President Surety, or the General Counsel & Corporate Secretary be, and each or any of them hereby is authorized to execute, a Power of Attorney qualifying the attorney-in-fact named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings and all contracts of surety, and that President & Chief Executive Officer, Chief Financial Officer & Treasurer or General Counsel & Corporate Secretary each or any of them hereby is authorized to attest to the execution of any such Power of Attorney and to attach therein the seal of the Company;

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to anycertificate relating thereto electronically/digitally or by facsimile, and any such Power of Attorney or certificate bearing such electronic/digital or facsimile signatures or electronic/digital or facsimile seal shall be binding upon the Company when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached;

FURTHER RESOLVED, that any work carried out by the attorney-in-fact pursuant to this resolution shall be valid and binding upon the Company."

AMERISURE MUTUAL INSURANCE CORPORATE SEAL 2000 MICHIGAN COMPANY

AMERISURE INSURANCE CORPORATE SEAL 1968 MICHIGAN COMPANY

By: _____
Michael A. Ito, Senior Vice President Surety

By: _____
Aaron Green, Vice President Surety

AMERISURE PARTNERS INSURANCE CORPORATE SEAL 2000 MICHIGAN COMPANY

IN WITNESS WHEREOF, Amerisure Mutual Insurance Company, Amerisure Insurance Company and Amerisure Partners Insurance Company have caused their official seals to be hereunto affixed, and these presents to be signed by their authorized officers this 7th day of November, 2025.

Amerisure Mutual Insurance Company
Amerisure Insurance Company
Amerisure Partners Insurance Company

State of Michigan
County of Oakland

On this 7th day of November, 2025, before me, a Notary Public personally appeared Michael A. Ito, of Amerisure Mutual Insurance Company, Amerisure Insurance Company and Amerisure Partners Insurance Company and Aaron Green of Amerisure Mutual Insurance Company, Amerisure Insurance Company and Amerisure Partners Insurance Company, personally known to me, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as officers of and acknowledged said instrument to be the voluntary act and deed of their respective companies.

STATE OF MICHIGAN NOTARY PUBLIC

KAY L. AIRTON
My Commission Expires
August 16, 2031
County of Livingston
Acting in the County of OAKLAND

Kay L. Airton
Kay Airton, Notary Public

I, Christopher M. Spaude, the duly elected Chief Financial Officer & Treasurer of Amerisure Mutual Insurance Company, Amerisure Insurance Company and Amerisure Partners Insurance Company, do hereby certify and attest that the above and foregoing is a true and correct copy of a Power of Attorney executed by said Companies, which remains in full force and effect.

IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this _____ day of _____ 20____.

Chris M. Spaude
Christopher M. Spaude, Chief Financial Officer & Treasurer

Amerisure Mutual Insurance Company
Amerisure Insurance Company
Amerisure Partners Insurance Company
P.O. Box 9098
Farmington Hills, MI 48333-9098

Texas Important Notice

IMPORTANT NOTICE

To obtain information or make a complaint:

You may call Amerisure Surety's toll-free telephone number for information or to make a complaint at:

1-800-257-1900

You may contact the Texas Department of Insurance to obtain information on companies, coverages, rights, or complaints at:

1-800-252-3439

You may write the Texas Department of Insurance:
P.O. Box 12030
Austin, TX 78711-2030
Fax: (512) 490-1007
Web: www.tdi.texas.gov
E-mail: ConsumerProtection@tdi.texas.gov

PREMIUM OR CLAIM DISPUTES:
Should you have a dispute concerning your premium or about a claim, you should contact the company first. If the dispute is not resolved, you may contact the Texas Department of Insurance.

ATTACH THIS NOTICE TO YOUR POLICY:
This notice is for information only and does not become a part or condition of the attached document.

AVISO IMPORTANTE

Para obtener información o para presentar una queja:

Usted puede llamar al número de teléfono gratuito de Amerisure Surety's para obtener información o para presentar una queja al:

1-800-257-1900

Usted puede comunicarse con el Departamento de Se-guros de Texas para obtener información sobre com-pañías, coberturas, derechos, o quejas al:

1-800-252-3439

Usted puede escribir al Departamento de Seguros de Texas a:
P.O. Box 12030
Austin, TX 78711-2030
Fax: (512) 490-1007
Sitio web: www.tdi.texas.gov
E-mail: ConsumerProtection@tdi.texas.gov

DISPUTAS POR PRIMAS DE SEGUROS O RECLAMACIONES:
Si tiene una disputa relacionada con su prima de seguro o con una reclamación, usted debe comunicarse con la compañía primero. Si la disputa no es resuelta, usted puede comunicarse con el Departamento de Seguros de Texas.

ADJUNTE ESTE AVISO A SU PÓLIZA: Este aviso es solamente para propósitos informativos y no se con-vierte en parte o en condición del documento adjunto.

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026074 - Public Health Chiller/BAS Replacement – Facilities Management – Freer Mechanical Inc.

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 7
Department: Purchasing	**Prepared By:** Teresa Ralls	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

RFP No. F2026082 - Annual Contract for In-Person Battering Intervention and Prevention Program - Community Supervisions and Corrections Department - Various Vendors - Per Contract Terms

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award RFP No. F2026082, Annual Contract for In-Person Battering Intervention and Prevention Program, for Community Supervision and Corrections Department (CSCD), to the following vendors at the per contract terms.

Free for Life Group
MEMMS Counseling
Psychotherapy Services & Yokefellows
SafeHaven of Tarrant County d/b/a The Archway
The Polo Group LLC

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Seven hundred seventy-six (776) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on March 25, 2026, was attended by three (3) vendors as well as representatives from CSCD and Purchasing. Seven (7) proposals and five (5) no-bids were received.

Proposals were evaluated by CSCD and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

J & S Counseling was deemed non-responsive because their accreditation status is probationary. Weight of the World Counseling & Coaching was deemed non-responsive for not submitting any of the required documentation outlined in the submission requirements.

A Best and Final Offer was then requested from the highest scoring vendors which resulted in a twenty-five percent (25%) reduction in the total price.

The proposals received from the above vendors meet all specifications and are acceptable to CSCD.

The term of the contract is twenty-four (24) months, effective July 1, 2026, with three (3) options for renewal periods of twelve (12) months each.

Subject to continued funding by the Commissioners Court, this agreement shall automatically renew July 1, 2028, July 1, 2029 and July 1, 2030, hereafter for three (3) twelve (12) month periods ending on June 30, 2031, unless sooner terminated by either party as provided herein.

The purpose of this contract is for CSCD to partner with qualified providers for the delivery of court-ordered battering intervention and prevention services for offenders, including high-risk offenders, to be used as a supervision tool with the goal of reducing intimate partner violence and promoting public safety.

Therefore, it is the joint recommendation of CSCD and Purchasing that RFP No. F2026082, Annual Contract for In-Person Battering Intervention and Prevention Program, be awarded to the vendors listed above at the per contract terms.

FISCAL IMPACT

Services are paid for by defendants. No Tarrant County funds are required.

Attachments

F2026082 Backup.V1.pdf

RFP No. F2026082 Annual Contract for In-Person Battering Intervention and Prevention Program (BIPP)

BAFO Scores

Evaluation Criteria	Max Points	Free For Life Fort Worth, TX HUB - No CO-OP - Yes	MEMMS Counseling Arlington, TX HUB - No CO-OP - Yes	Psychotherapy Services & Yokefellows Fort Worth, TX HUB - No CO-OP - Yes
Qualifications and Experience	200	129.00	94.00	125.00
Program Model and Service Approach	250	114.67	106.00	107.33
Case Management, Reporting and Participant Monitoring	100	202.00	182.67	177.33
Past Performance	100	82.67	84.50	57.00
Price	350	112.28	160.42	80.21
Total	1000	640.61	627.59	546.88

Evaluation Criteria	Max Points	SafeHaven of Tarrant County d/b/a The Archway Arlington, TX HUB - No CO-OP - Yes	The Polo Group LLC Lewisville, TX HUB - No CO-OP - Yes
Qualifications and Experience	200	115.00	104.00
Program Model and Service Approach	250	115.67	106.00
Case Management, Reporting and Participant Monitoring	100	191.33	168.67
Past Performance	100	54.17	59.50
Price	350	350.00	68.75
Total	1000	826.17	506.92

Note: No-bids were received from Cerris Builders Inc., Laboratory Corporation of America, TDIndustries, Inc., Ideal Roofing Solutions, and PLV Services LLC.
J & S Counseling was deemed non-responsive because their accredidation status is probationary. Weight of the World Counseling & Coaching was deemed non-responsive for not submitting any of the required documentation outlined in the submission requirements.

RFP No. F2026082 Annual Contract for In-Person Battering Intervention and Prevention Program (BIPP)

Initial Scores

Evaluation Criteria	Max Points	Free For Life Fort Worth, TX HUB - No CO-OP - Yes	MEMMS Counseling Arlington, TX HUB - No CO-OP - Yes	Psychotherapy Services & Yokefellows Fort Worth, TX HUB - No CO-OP - Yes
Qualifications and Experience	200	129.00	94.00	125.00
Program Model and Service Approach	250	114.67	106.00	107.33
Case Management, Reporting and Participant Monitoring	100	202.00	182.67	177.33
Past Performance	100	82.67	84.50	57.00
Price	350	112.28	84.76	80.21
Total	1000	640.61	551.93	546.88

Evaluation Criteria	Max Points	SafeHaven of Tarrant County d/b/a The Archway Arlington, TX HUB - No CO-OP - Yes	The Polo Group LLC Lewisville, TX HUB - No CO-OP - Yes
Qualifications and Experience	200	115.00	104.00
Program Model and Service Approach	250	115.67	106.00
Case Management, Reporting and Participant Monitoring	100	191.33	168.67
Past Performance	100	54.17	59.50
Price	350	350.00	63.32
Total	1000	826.17	501.49

Note: No-bids were received from Cerris Builders Inc., Laboratory Corporation of America, TDIndustries, Inc., Ideal Roofing Solutions, and PLV Services LLC.
J & S Counseling was deemed non-responsive because their accredidation status is probationary. Weight of the World Counseling & Coaching was deemed non-responsive for not submitting any of the required documentation outlined in the submission requirements.

RFP No. F2026082 Annual Contract for In-Person Battering Intervention and Prevention Program (BIPP)

BAFO Pricing	Quantity	Free For Life	MEMMS Counseling	Psychotherapy Services & Yokefellows
Battering Intervention and Prevention Program (Regular)	635			
Intake Assessment Fee	1	$30.00	$20.00	$40.00
Group Session Fee	1	$30.00	$20.00	$40.00
Discharge/Exit Fee	1	$30.00	$20.00	$40.00
High-Risk Battering Intervention and Prevention Program	475			
Intake Assessment Fee	1	$30.00	$20.00	$40.00
Group Session Fee	1	$20.00	$20.00	$40.00
Discharge/Exit Fee	1	$30.00	$20.00	$40.00

BAFO Pricing	Quantity	SafeHaven of Tarrant County d/b/a The Archway	The Polo Group
Battering Intervention and Prevention Program (Regular)	635		
Intake Assessment Fee	1	$12.50	$60.00
Group Session Fee	1	$15.00	$30.00
Discharge/Exit Fee	1	$0.00	$50.00
High-Risk Battering Intervention and Prevention Program	475		
Intake Assessment Fee	1	$12.50	$60.00
Group Session Fee	1	$15.00	$30.00
Discharge/Exit Fee	1	$0.00	$50.00

Community Supervision and Corrections Department
200 W Belknap, Fort Worth, TX 76196-0255
817-884-1600

Cobi Tittle, Director

Kanika Lee, Assistant Director
Steven Powell, Assistant Director

May 18, 2026

TO: Teresa Ralls
Senior Buyer

RE: Award Recommendation

After evaluation of the responses received for RFP F2026082 Annual Contract for In-Person Battering Intervention and Prevention, the Community Supervision and Corrections Department recommends award to:

Free for Life Group
MEMMS Counseling
Psychotherapy Services & Yokefellows
The Archway
The Polo Group LLC

Cobi Tittle, Director
Tarrant County CSCD

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. F2026082 - Annual Contract for In-Person Battering Intervention and Prevention Program - Dept./Countywide - Various Vendors - Per Contract Terms

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 24
Department: Purchasing	**Prepared By:** Gwen Peterson, C.P.M., A.P.P.	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026086 - Green Bay Jail Retrofit Lights - Facilities Management - CraftLink LLC d/b/a Williams Electric & HVAC

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026086, Green Bay Jail Retrofit Lights, for Facilities Management, to CraftLink LLC d/b/a Williams Electric & HVAC for $1,005,020.49, approve contract, and approve payment and performance bonds.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Twelve hundred (1,200) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on April 7, 2026 was attended by eighteen (18) vendors as well as representatives from Baird, Hampton, & Brown, Inc, Facilities Management, the Sheriff's Office, and Purchasing. Nine (9) bids and eleven (11) no-bids were received.

The bid received from GlobenetUSA (Globenet Telecommunications, LLC) did not meet specifications because the materials they bid were not approved as substitutions, the quantities do not match specifications, and they omitted several required fixture types including vandal resistant fixtures, high abuse fixtures, and other specified items. Additionally, the required electrician licenses were not submitted with their bid or in response to subsequent requests. The bid received from Diggs Electrical Supply Inc. did not meet specifications because they did not bid services as required.

The bid received from CraftLink LLC d/b/a Williams Electric & HVAC meets all specifications and is acceptable to Facilities Management.

The purpose of this contract is to replace the interior and exterior lighting at the Green Bay Jail with energy-efficient LED fixtures. This upgrade will reduce ongoing maintenance and electrical utility costs while ensuring the facility complies with current code and regulatory requirements. Additionally, many of the jail's existing lighting fixtures are obsolete and are no longer commercially available, further necessitating their replacement.

Therefore, it is the joint recommendation of Baird, Hampton, & Brown, Inc., Facilities Management, and Purchasing that Bid No. F2026086, Green Bay Jail Retrofit Lights, be awarded to CraftLink LLC d/b/a Williams Electric & HVAC for $1,005,020.49.

The contract is attached for approval and signature. The District Attorney's Office reviewed this contract as to form.

FISCAL IMPACT

Funding in the amount of $1,005,020.49 is available in the following accounts:

$602,376.49	45100-2026 Non-Debt Capital/3110302000 Green Bay Building/540000 Capital Outlay
$402,644.00	47600-2026 Bond Election/3110302000 Green Bay Building/540000 Capital Outlay

Efficiency upgrades will result in recoupment of costs in 3 years.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

F2026086 Backup.pdf

Bid No. F2026086 Green Bay Jail Retrofit Lights

						Award	
		GlobenetUSA (Globenet Telecommunications, LLC) Kannapolis, NC HUB - Yes		Diggs Electrical Supply Inc Mahwah, NJ HUB - No		**CraftLink LLC dba Williams Electric & HVAC Springtown, TX HUB - No**	
		Total Price	$532,052.00*	Total Price	$737,002.00*	**Total Price**	**$1,005,020.49**
Line #	Description	Unit	Extended	Unit	Extended	**Unit**	**Extended**
1.1	Materials	$217,157.00		$737,000.00		**$763,479.18**	
1.2	Services	$307,050.00		$1.00		**$212,268.87**	
1.3	Required Bonds	$7,845.00		$1.00		**$29,272.44**	
Earliest Possible Start Date		6/1/2026		6/1/2026		**6/1/2026**	
Total Calendar Days to Complete Project: Including time for Submittals and Material Procurement/Lead Time from date of Notice to Proceed.		120		90		**148**	

		Cortex Construction (MGS Cortex Construction) Hurst, TX HUB - No		Humphrey & Associates, Inc. Carrollton, TX HUB - No		SA Smart Solutions San Antonio, TX HUB - Yes	
		Total Price	$1,019,545.50	Total Price	$1,094,710.49	Total Price	$1,110,516.50
Line #	Description	Unit	Extended	Unit	Extended	Unit	Extended
1.1	Materials	$689,850.00		$816,896.02		$736,005.75	
1.2	Services	$300,000.00		$261,636.48		$347,425.00	
1.3	Required Bonds	$29,695.50		$16,177.99		$27,085.75	
Earliest Possible Start Date		6/1/2026		6/1/2026		7/19/2026	
Total Calendar Days to Complete Project: Including time for Submittals and Material Procurement/Lead Time from date of Notice to Proceed.		75		120		120	

Bid No. F2026086 Green Bay Jail Retrofit Lights

		Archer Electrical Contracting Co. Springtown, TX HUB - No		Daylight Tech USA Hicksville, NY HUB - No		JMEG,LLC Farmers Branch, TX HUB - Yes	
		Total Price	$1,398,240.00	Total Price	$1,928,400.00	Total Price	$2,157,619.00
Line #	Description	Unit	Extended	Unit	Extended	Unit	Extended
1.1	Materials	$1,063,239.00		$769,200.00		$735,732.00	
1.2	Services	$335,000.00		$195,000.00		$1,390,001.00	
1.3	Required Bonds	$1.00		$964,200.00		$31,886.00	
Earliest Possible Start Date		7/20/2026		5/3/2026		5/4/2026	
Total Calendar Days to Complete Project: Including time for Submittals and Material Procurement/Lead Time from date of Notice to Proceed.		260		120		210	

A no-bid response was received from Cerris Builders, Inc., Complete Supply, Inc., ConstructConnect, Construction Solution USA LLC, Filterbuy Incorporated, HD Supply Facilities Management, Ideal Roofing Solutions, J. Reynolds & Co., PLD Services LLC, Solar Electric Power Company, and Times Infinity Group.

*The bid received from GlobenetUSA (Globenet Telecommunications, LLC) did not meet specifications because the materials they bid were not approved as substitutions, the quantities do not match specifications, and they omitted several required fixture types including vandal resistant fixtures, high abuse fixtures, and other specified items. Additionally, the required electrician licenses were not submitted with their bid or in response to subsequent requests.

*The bid received from Diggs Electrical Supply Inc. did not meet specifications because they did not bid services as required.

BAIRD, HAMPTON & BROWN

6300 Ridglea Place, Suite 700
Fort Worth, Texas 76116
817.338.1277

May 8, 2026

Gwen Peterson, C.P.M., A.P.P.
Senior Buyer
Tarrant County Purchasing
G.K. Maenius Administration Building
100 E Weatherford, Suite 303
Fort Worth, Texas 76196-0104

RE: IFB F2026086 Green Bay Jail Retrofit Lights
BHB Project Number 2025.010.003

Gwen,

Following the bidding and scope review meeting held with Williams Electric & HVAC on May 8, 2026, with the clarifications received and agreed to during and the meeting, I am comfortable with the bid supplied for Williams Electric & HVAC to accomplish the Work as stated for the project.

Sincerely:
BAIRD, HAMPTON & BROWN

Paul Morris, P.E.
Senior Associate | Electrical Engineer

TARRANT COUNTY

DEPARTMENT OF FACILITIES MANAGEMENT

May 8, 2026

Gwen Peterson
Senior Buyer
Tarrant County Purchasing

Subject: F2026086 Greenbay Jail Retrofit Lights

RE: Recommendation for Award

Ms. Peterson,

Tarrant County Facilities Management (TCFM) has reviewed and evaluated the bid and supporting documentation submitted in response to IFB F2026086 Greenbay Jail Retrofit Lights. We recommend awarding to the vendor below:

Williams Electric & HVAC

Sincerely,

Chad Raines

Chad Raines

AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT executed as of the date of the final electronic signature by the Owner.

BETWEEN the Owner:
(Name, legal status, address and other information)

Tarrant County
100 E. Weatherford
Fort Worth, Texas 76196

and the Contractor:
(Name, legal status, address and other information)

Craftlink LLC
dba Williams Electric & HVAC
1272 E. Highway 199
Springtown, TX 76082

for the following Project:
(Name, location and detailed description)

F2026086 Green Bay Jail Retrofit Lights
Green Bay Jail
2500 Urban Drive
Fort Wort, TX 76106

The Architect:
(Name, legal status, address and other information)

Baird, Hampton, and Brown
6300 Ridglea Place, Suite 700
Fort Worth, Texas 76116

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:
The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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TABLE OF ARTICLES

1 THE CONTRACT DOCUMENTS

2 THE WORK OF THIS CONTRACT

3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

4 CONTRACT SUM

5 PAYMENTS

6 DISPUTE RESOLUTION

7 TERMINATION OR SUSPENSION

8 MISCELLANEOUS PROVISIONS

9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:
(Check one of the following boxes.)

[ ] The date of this Agreement.

[X] A date set forth in a notice to proceed issued by the Owner.

[ ] Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:
(Check one of the following boxes and complete the necessary information.)

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[X] Not later than one hundred forty-eight (148) calendar days from the date of commencement of the Work.

[ ] By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
Not Applicable	

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be one million five thousand twenty dollars and forty-nine cents ($ 1,005,020.49), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
Not Applicable	

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
Not Applicable		

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price
Not Applicable	

§ 4.4 Unit prices, if any:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit ($0.00)
Not Applicable		

§ 4.5 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

Not Applicable

§ 4.6 Other:
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

Not Applicable

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ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor in accordance with Chapter 2251 of the Texas Government Code, as well as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

None

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the last day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the last day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than thirty (30) days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

.1 That portion of the Contract Sum properly allocable to completed Work;

.2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and

.3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

.1 The aggregate of any amounts previously paid by the Owner;

.2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;

.3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;

.4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and

.5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:
(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

5%

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§ 5.1.7.1.1 The following items are not subject to retainage:
(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

Not Applicable

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:
(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

Not Applicable

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:
(Insert any other conditions for release of retainage upon Substantial Completion.)

Not Applicable

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

.1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and

.2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

None

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the statutory interest rate set forth in Texas Government Code Sec. 2251.025.

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

Intentionally Omtted.

§ 6.2 Binding Dispute Resolution

Intentionally Omitted.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:
(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

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User Notes: (69fe1fd90113717686f9bc6c)

Not Applicable

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:
(Name, address, email address, and other information)

Tarrant County Facilities Management
200 Taylor Street, Suite 344
Fort Worth, TX 76196

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information)

Raymon Isaiah
Ray@WilliamsElectricHVAC.com
Craftlink LLC
dba Williams Electric & HVAC
1272 E. Highway 199
Springtown, TX 76082

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with a building information modeling exhibit, if completed, or as otherwise set forth below:
(If other than in accordance with a building information modeling exhibit, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

Not Applicable

§ 8.7 Other provisions:

Not Applicable

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

.1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor
.2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds
.3 AIA Document A201™–2017, General Conditions of the Contract for Construction
.4 ~~Building information modeling exhibit, dated as indicated below:~~
~~*(Insert the date of the building information modeling exhibit incorporated into this Agreement.)*~~

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.5 Drawings

~~Number~~	~~Title~~	~~Date~~

.6 Specifications

~~Section~~	~~Title~~	~~Date~~	~~Pages~~

.7 Addenda, if any:

~~Number~~	~~Date~~	~~Pages~~

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

~~.8 Other Exhibits:~~
~~*(Check all boxes that apply and include appropriate information identifying the exhibit where required.)*~~

~~[ ] AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:~~
~~*(Insert the date of the E204–2017 incorporated into this Agreement.)*~~

~~[ ] The Sustainability Plan:~~

~~Title~~	~~Date~~	~~Pages~~

~~[ ] Supplementary and other Conditions of the Contract:~~

~~Document~~	~~Title~~	~~Date~~	~~Pages~~

.9 Other documents, if any, listed below:
(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™–2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

All documents contained in Bid No. F2026086
Craftlink LLC dba Williams Electric & HVAC response to Bid No. F2026086

ARTICLE 10 EXECUTION OF AGREEMENT

This agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this agreement, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this agreement as to the parties and may be used in lieu of the original agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

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Tarrant County

Separate Electronic Signature Page
OWNER *(Signature)*

Tim O'Hare, County Judge

Craftlink LLC dba Williams Electric & HVAC

Raymon Isaiah
CONSTRUCTION MANAGER *(Signature)*

Raymon Isaiah, CEO
Printed Name and Title

***Approved as to Form**

Separate Electronic Signature Page
CDA *(Signature)*

Criminal District Attorney's Office

**By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.*

***Certification of Funds**

Separate Electronic Signature Page
TARRANT COUNTY AUDITOR *(Signature)*

Kimberly M. Buchanan, CPA

BOND NUMBER A000232

AIA DOCUMENT A312-2010

Payment Bond

CONTRACTOR:
(Name, legal status and address)

CraftLink, LLC dba Williams Electric & HVAC
1272 E Hwy 199,
Springtown, TX 76082

SURETY:
(Name, legal status and principal place of business)

Lexington National Insurance Corporation
P.O. Box 6098,
Lutherville. MD 21094

OWNER:
(Name, legal status and address)

Tarrant County
100 E. Weatherford, Fort Worth, TX 76102

CONSTRUCTION CONTRACT
Date:

Amount: One Million Five Thousand Twenty & 49/100
$1,005,020.49
Description: *(Name and Location)*
F2026086 Green Bay Jail Retrofit Lights

BOND
Date: May 14, 2026

Amount: One Million Five Thousand Twenty & 49/100
$1,005,020.49
Modifications to this Bond: ☑ None ☐ See Section 18

CONTRACTOR AS PRINCIPAL

Company: CraftLink, LLC dba Williams Electric & HVAC
(Corporate Seal)

X: _____
Name and Title: Raymon Isaiah, CEO

SURETY

Company: Lexington National Insurance Corporation
(Corporate Seal)

X: _____
Name and Title: Cory Kiper, Attorney-in-Fact

(Any additional signatures appear on the last page of this Payment Bond.)

(FOR INFORMATION ONLY—Name, Address and telephone
AGENT or BROKER:

Acrisure, LLC
5057 Keller Springs Rd, Ste 200
Addison, TX 75001

OWNER'S REPRESENTATIVE:
(Architect, Engineer or Other Party)

§ 1 The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner to pay for labor, materials and equipment furnished for use in the performance of the Construction Contract, which is incorporated herein by reference, subject to the following terms.

§ 2 If the Contractor promptly makes payment of all sums due to Claimants, and defends, indemnifies and holds harmless the Owner from claims, demands, liens or suits by any person or entity seeking payment for labor, materials or equipment furnished for use in the performance of the Construction Contract, then the Surety and the Contractor shall have no obligation under this Bond.

§ 3 If there is no Owner Default under the Construction Contract, the Surety's obligation to the Owner under this Bond shall arise after the Owner has promptly notified the Contractor and the Surety (at the address described in Section 13) of claims, demands, liens or suits against the Owner or the Owner's property by any person or entity seeking payment for labor, materials or equipment furnished for use in the performance of the Construction Contract and tendered
defense of such claims, demands, liens or suits to the Contractor and the Surety.

§ 4 When the Owner has satisfied the conditions in Section 3, the Surety shall promptly and at the Surety's expense defend, indemnify and hold harmless the Owner against a duly tendered claim, demand, lien or suit.

§ 5 The Surety's obligations to a Claimant under this Bond shall arise after the following:

§ 5.1 Claimants, who do not have a direct contract with the Contractor,

.1 have furnished a written notice of non-payment to the Contractor, stating with substantial accuracy the amount claimed and the name of the party to whom the materials were, or equipment was, furnished or supplied or for whom the labor was done or performed, within ninety (90) days after having last performed labor or last furnished materials or equipment included in the Claim; and

.2 have sent a Claim to the Surety (at the address described in Section 13).

§ 5.2 Claimants, who are employed by or have a direct contract with the Contractor, have sent a Claim to the Surety (at the address described in Section 13).

§ 6 If a notice of non-payment required by Section 5.1.1 is given by the Owner to the Contractor, that is sufficient to satisfy a Claimant's obligation to furnish a written notice of non-payment under Section 5.1.1.

§ 7 When a Claimant has satisfied the conditions of Sections 5.1 or 5.2, whichever is applicable, the Surety shall promptly and at the Surety's expense take the following actions:

§ 7.1 Send an answer to the Claimant, with a copy to the Owner, within sixty (60) days after receipt of the Claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed; and

§ 7.2 Pay or arrange for payment of any undisputed amounts.

§ 7.3 The Surety's failure to discharge its obligations under Section 7.1 or Section 7.2 shall not be deemed to constitute a waiver of defenses the Surety or Contractor may have or acquire as to a Claim, except as to undisputed amounts for which the Surety and Claimant have reached agreement. If, however, the Surety fails to discharge its obligations under Section 7.1 or Section 7.2, the Surety shall indemnify the Claimant for the reasonable attorney's fees the Claimant incurs thereafter to recover any sums found to be due and owing to the Claimant.

§ 8 The Surety's total obligation shall not exceed the amount of this Bond, plus the amount of reasonable attorney's fees provided under Section 7.3, and the amount of this Bond shall be credited for any payments made in good faith by the Surety.

§ 9 Amounts owed by the Owner to the Contractor under the Construction Contract shall be used for the performance of the Construction Contract and to satisfy claims, if any, under any construction performance bond. By the Contractor furnishing and the Owner accepting this Bond, they agree that all funds earned by the Contractor in the performance of the Construction Contract are dedicated to satisfy obligations of the Contractor and Surety under this Bond, subject to the Owner's priority to use the funds for the completion of the work.

§ 10 The Surety shall not be liable to the Owner, Claimants or others for obligations of the Contractor that are unrelated to the Construction Contract. The Owner shall not be liable for the payment of any costs or expenses of any Claimant under this Bond, and shall have under this Bond no obligation to make payments to, or give notice on behalf of, Claimants or otherwise have any obligations to Claimants under this Bond.

§ 11 The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

§ 12 No suit or action shall be commenced by a Claimant under this Bond other than in a court of competent jurisdiction in the state in which the project that is the subject of the Construction Contract is located or after the expiration of one year from the date (1) on which the Claimant sent a Claim to the Surety pursuant to Section 5.1.2 or 5.2, or (2) on which the last labor or service was performed by anyone or the last materials or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

§ 13 Notice and Claims to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the page on which their signature appears. Actual receipt of notice or Claims, however accomplished, shall be sufficient compliance as of the date received.

§ 14 When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

§ 15 Upon request by any person or entity appearing to be a potential beneficiary of this Bond, the Contractor and Owner shall promptly furnish a copy of this Bond or shall permit a copy to be made.

§ 16 Definitions

§ 16.1 Claim. A written statement by the Claimant including at a minimum:

.1 the name of the Claimant;
.2 the name of the person for whom the labor was done, or materials or equipment furnished;
.3 a copy of the agreement or purchase order pursuant to which labor, materials or equipment was furnished for use in the performance of the Construction Contract;
.4 a brief description of the labor, materials or equipment furnished;
.5 the date on which the Claimant last performed labor or last furnished materials or equipment for use in the performance of the Construction Contract;
.6 the total amount earned by the Claimant for labor, materials or equipment furnished as of the date of the Claim;
.7 the total amount of previous payments received by the Claimant; and
.8 the total amount due and unpaid to the Claimant for labor, materials or equipment furnished as of the date of the Claim.

§ 16.2 Claimant. An individual or entity having a direct contract with the Contractor or with a subcontractor of the Contractor to furnish labor, materials or equipment for use in the performance of the Construction Contract. The term Claimant also includes any individual or entity that has rightfully asserted a claim under an applicable mechanic's lien or similar statute against the real property upon which the Project is located. The intent of this Bond shall be to include without limitation in the terms "labor, materials or equipment" that part of water, gas, power, light, heat, oil, gasoline, telephone service or rental equipment used in the Construction Contract, architectural and engineering services required for performance of the work of the Contractor and the Contractor's subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor. materials or equipment were furnished.

§ 16.3 Construction Contract. The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and all changes made to the agreement and the Contract Documents.

§ 16.4 Owner Default. Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

§ 16.5 Contract Documents. All the documents that comprise the agreement between the Owner and Contractor.

§ 17 If this Bond is issued for an agreement between a Contractor and subcontractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

§ 18 Modifications to this bond are as follows:

(Space is provided for additional signatures of added parties, other than those appearing on the cover page.)

CONTRACTOR AS PRINCIPAL	**SURETY**
Company: *(Corporate Seal)*	Company: *(Corporate Seal)*
X:_____ Name and Title:	X: _____ Name and Title:

BOND NUMBER A000232

AIA DOCUMENT A312-2010

Performance Bond

CONTRACTOR:
(Name, legal status and address)

CraftLink, LLC dba Williams Electric & HVAC
1272 E Hwy 199
Springtown, TX 76082

SURETY:
(Name, legal status and principal place of business)

Lexington National Insurance Corporation
P.O. Box 6098, Lutherville, MD 21094

OWNER:
(Name, legal status and address)

Tarrant County
100 E. Weatherford, Fort Worth, TX 76102

CONSTRUCTION CONTRACT
Date:

Amount: One Million Five Thousand Twenty & 49/100
$1,005,020.49

Description: *(Name and Location)*
F2026086 Green Bay Jail Retrofit Lights

BOND
Date: May 14, 2026

Amount: One Million Five Thousand Twenty & 49/100
$1,005,020.49

Modifications to this Bond: ☒ None ☐ See Section 16

CONTRACTOR AS PRINCIPAL
Company: CraftLink, LLC dba Williams Electric & HVAC
(Corporate Seal)

X: _____
Name and Title: Raymon Isaiah, CEO

SURETY
Company: Lexington National Insurance Corporation
(Corporate Seal)

X: _____
Name and Title: Cory Kiper, Attorney-in-Fact

(Any additional signatures appear on the last page of this Performance Bond.)

(FOR INFORMATION ONLY—Name, Address and telephone
AGENT or BROKER:

Acrisure, LLC
5057 Keller Springs Rd, Ste 200
Addison, TX 75001

OWNER'S REPRESENTATIVE:
(Architect, Engineer or Other Party)

§ 1 The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner for the performance of the Construction Contract, which is incorporated herein by reference.

§ 2 If the Contractor performs the Construction Contract, the Surety and the Contractor shall have no obligation under this Bond, except when applicable to participate in a conference as provided in Section 3.

§ 3 If there is no Owner Default under the Construction Contract, the Surety's obligation under this Bond shall arise after

.1 the Owner first provides notice to the Contractor and the Surety that the Owner is considering declaring a Contractor Default. Such notice shall indicate whether the Owner is requesting a conference among the Owner, Contractor and Surety to discuss the Contractor's performance. If the Owner does not request a conference, the Surety may, within five (5) business days after receipt of the Owner's notice, request such a conference. If the Surety timely requests a conference, the Owner shall attend. Unless the Owner agrees otherwise, any conference requested under this Section 3.1 shall be held within ten (10) business days of the Surety's receipt of the Owner's notice. If the Owner, the Contractor and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Construction Contract, but such an agreement shall not waive the Owner's right, if any, subsequently to declare a Contractor Default;

.2 the Owner declares a Contractor Default, terminates the Construction Contract and notifies the Surety; and

.3 the Owner has agreed to pay the Balance of the Contract Price in accordance with the terms of the Construction Contract to the Surety or to a contractor selected to perform the Construction Contract:

§ 4 Failure on the part of the Owner to comply with the notice requirement in Section 3.1 shall not constitute a failure to comply with a condition precedent to the Surety's obligations, or release the Surety from its obligations, except to the extent the Surety demonstrates actual prejudice.

§ 5 When the Owner has satisfied the conditions of Section 3, the Surety shall promptly and at the Surety's expense take one of the following actions:

§ 5.1 Arrange for the Contractor, with the consent of the Owner, to perform and complete the Construction Contract;

§ 5.2 Undertake to perform and complete the Construction Contract itself, through its agents or independent contractors;

§ 5.3 Obtain bids or negotiated proposals from qualified contractors acceptable to the Owner for a contract for performance and completion of the Construction Contract, arrange for a contract to be prepared for execution by the Owner and a contractor selected with the Owner's concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Construction Contract, and pay to the Owner the amount of damages as described in Section 7 in excess of the Balance of the Contract Price incurred by the Owner as a result of the Contractor Default; or

§ 5.4 Waive its right to perform and complete, arrange for completion, or obtain a new contractor and with reasonable promptness under the circumstances:

.1 After investigation, determine the amount for which it may be liable to the Owner and, as soon as practicable after the amount is determined, make payment to the Owner; or

.2 Deny liability in whole or in part and notify the Owner, citing the reasons for denial.

§ 6 If the Surety does not proceed as provided in Section 5 with reasonable promptness, the Surety shall be deemed to be in default on this Bond seven days after receipt of an additional written notice from the Owner to the Surety demanding that the Surety perform its obligations under this Bond, and the Owner shall be entitled to enforce any remedy available to the Owner. If the Surety proceeds as provided in Section 5.4, and the Owner refuses the payment or the Surety has denied liability, in whole or in part, without further notice the Owner shall be entitled to enforce any remedy available to the Owner.

§ 7 If the Surety elects to act under Section 5.1, 5.2 or 5.3, then the responsibilities of the Surety to the Owner shall not be greater than those of the Contractor under the Construction Contract, and the responsibilities of the Owner to the Surety shall not be greater than those of the Owner under the Construction Contract. Subject to the commitment by the Owner to pay the Balance of the Contract Price, the Surety is obligated, without duplication, for

.1 the responsibilities of the Contractor for correction of defective work and completion of the Construction Contract;

.2 additional legal, design professional and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under Section 5; and

.3 liquidated damages, or if no liquidated damages are specified in the Construction Contract, actual damages caused by delayed performance or non-performance of the Contractor.

§ 8 If the Surety elects to act under Section 5.1, 5.3 or 5.4, the Surety's liability is limited to the amount of this Bond.

§ 9 The Surety shall not be liable to the Owner or others for obligations of the Contractor that are unrelated to the Construction Contract, and the Balance of the Contract Price shall not be reduced or set off on account of any such unrelated obligations. No right of action shall accrue on this Bond to any person or entity other than the Owner or its heirs, executors, administrators, successors and assigns.

§ 10 The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

§ 11 Any proceeding, legal or equitable, under this Bond may be instituted in any court of competent jurisdiction in the location in which the work or part of the work is located and shall be instituted within two years after a declaration of Contractor Default or within two years after the Contractor ceased working or within two years after the Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

§ 12 Notice to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the page on which their signature appears.

§ 13 When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted here from and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

§ 14 Definitions

§ 14.1 Balance of the Contract Price. The total amount payable by the Owner to the Contractor under the Construction Contract after all proper adjustments have been made, including allowance to the Contractor of any amounts received or to be received by the Owner in settlement of insurance or other claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Construction Contract.

§ 14.2 Construction Contract. The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and changes made to the agreement and the Contract Documents.

§ 14.3 Contractor Default. Failure of the Contractor, which has not been remedied or waived, to perform or otherwise to comply with a material term of the Construction Contract.

§ 14.4 Owner Default. Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

§ 14.5 Contract Documents. All the documents that comprise the agreement between the Owner and Contractor.

§ 15 If this Bond is issued for an agreement between a Contractor and subcontractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

§ 16 Modifications to this bond are as follows:

(Space is provided for additional signatures of added parties, other than those appearing on the cover page.)

CONTRACTOR AS PRINCIPAL
Company:
(Corporate Seal)

X:_____
Name and Title:

SURETY
Company:
(Corporate Seal)

X: _____
Name and Title:

IMPORTANT NOTICE – THIS POWER OF ATTORNEY IS VOID IF "LNIC Original" WATERMARK IS NOT PRESENT

POWER OF ATTORNEY
Lexington National Insurance Corporation

Lexington National Insurance Corporation, a corporation duly organized under the laws of the State of Florida and having its principal administrative office in Baltimore County, Maryland, does hereby make, constitute and appoint:

Troy Russell Key, Colin Conly, Debra Lee Moon, Kimberly Rochelle Gonzalez, Ana Owens, Cory Kiper, Andrea Rose Crawford, Teresa Ayala, Emily Allison Mikeska, Allyson W. Dean, Elizabeth Ortiz, Faith Ann Hilty, Crystal Gail Langhorn, Sandra Lee Roney, Bailee Islas

as its true and lawful attorney-in-fact, each in their separate capacity, with full power and authority to execute, acknowledge, seal and deliver on its behalf as surety any bond or undertaking of $6,000,000 or less. This Power of Attorney is void if used for any bond over that amount.

This Power of Attorney is granted under and by authority of the following resolutions adopted by the Board of Directors of the Company on February 15, 2018:

Be it Resolved, that the Chief Executive Officer, President or any Vice-President shall be and is hereby vested with full power and authority to appoint suitable persons as Attorney-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and on the behalf of the Company, to execute, acknowledge and deliver any and all bonds, policies, contracts, Consents of Surety, undertakings, indemnity and other conditional or obligatory undertakings, including any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts, and any all notices and documents cancelling or terminating the Company's liability thereunder and also such instruments and documents which the business of the Company may require, and such instruments and documents so executed by such Attorney-in-Fact shall be binding upon the Company as if signed by the Chief Executive Officer and sealed by the Corporate Secretary.

RESOLVED further, that the signature and attestations of the Chief Executive Officer, President or any Vice-President of the Company may be affixed to any such Power of Attorney or to any certificate relating to the Power of Attorney by electronic means or by facsimile, and the seal of the Company may be embossed, stamped, affixed electronically or by facsimile to any such Power of Attorney. Any such power so executed and sealed shall be valid and binding on the Company.

IN WITNESS WHEREOF, the Company have caused this instrument to be signed and their corporate seal to be hereto affixed.

LEXINGTON NATIONAL INSURANCE CORP. INCORPORATED 1989 FLORIDA

Ronald A. Frank, Chief Executive Officer

State of Maryland
County of Harford County, SS:

Before me, a notary public, personally appeared, Ronald A. Frank, Chief Executive Officer of Lexington National Insurance Corporation, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under the PENALTY of PERJURY under the laws of the State of Maryland that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Commission Expires: 01/08/28

Megan A Schwabline

Notary

MEGAN A. SCHWABLINE NOTARY PUBLIC HARFORD COUNTY, MD EXPIRES: 01-08-2028

I, Lisa R. Slater, Secretary of Lexington National Insurance Corporation, do hereby certify that the above and foregoing is true and correct copy of a Power of Attorney, executed by said company, which is still in full force and effect; furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seal of said Company at Baltimore, Maryland this 7th day of January, 2026.

Lisa R. Slater, Secretary

Attached to bond signed this 14th day of May, 2026

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026086 - Green Bay Jail Retrofit Lights - Facilities Management - CraftLink LLC dba Williams Electric & HVAC

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

   If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 4
Department: Purchasing	**Prepared By:** Mikaylah Darby	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026087 - Purchase of Steel Drum Padfoot Roller - Precinct 4 - Holt Texas, LTD. DBA Holt Cat - Per Unit Price

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026087, Purchase of Steel Drum Padfoot Roller, for Precinct 4, to Holt Texas, LTD. DBA Holt Cat at the per unit price.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One thousand three hundred seventy-six (1,376) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on April 15, 2026 and was attended by three (3) vendors as well as representatives from Precinct 4 and Purchasing. Three (3) bids and thirteen (13) no-bids were received.

The response submitted by RB Everett & Co. Deemed failed to meet minimum drum roller rim thickness specification of 0.75 inches (RB Everett & Co. response was 0.59 inches).

The low bid received from Holt Texas, LTD. DBA Holt Cat meets all specifications and is acceptable to Precinct 4.

The purpose of this equipment is to compact and knead soil in preparation of laying materials for road construction.

Therefore, it is the joint recommendation of Precinct 4 and Purchasing that Bid No. F2026087 Purchase of Steel Drum Padfoot Roller, be awarded to Holt Texas, LTD. DBA Holt Cat at the per unit price.

FISCAL IMPACT

Funding in the amount of $196,140.00 is available in account 45100-2026 Non-Debt Capital/6410300000 Precinct 4 Maintenance/540000 Capital G/L Account.

Attachments

BACKUP_COURT1.pdf

Bid No. F2026087 Purchase of Steel Drum Padfoot Roller

Award

				R B Everett & Co. Haltom City, TX HUB - No		**Holt Texas LTD, DBA Holt Cat Fort Worth, TX HUB- No**	
Line #	Description	QTY	UOM	Unit	Extended	**Unit**	**Extended**
1	Steel Drum Padfoot Roller	1	EA	$188,900.00*	$188,900*	**$196,140.00**	**$196,140.00**

				ROMCO Equipment Co., LLC Carrolton, TX HUB- No	
Line #	Description	QTY	UOM	Unit	Extended
1	Steel Drum Padfoot Roller	1	EA	$203,385.00	$203,385.00

*Notes: The response submitted by RB Everett & Co. Deemed failed to meet minimum drum roller rim thickness specification of 0.75 inches (RB Everett & Co. response was 0.59 inches).

No Bids were received from Air Comm Corporation , Complete Supply Inc, Construction Solution USA LLC, Filterbuy Incorporated, First Out Services, LLC, J. Reynolds & Co., A Tecta America Company, Miller Equipment Company, North Star Elite Services, LLC, RDO Equipment Company, TDIndustries, Inc.,Uline

TARRANT COUNTY

PRECINCT NUMBER FOUR

MANNY RAMIREZ
COUNTY COMMISSIONER
PRECINCT NO. 4

DOUG DEWEESE
DIRECTOR OF FIELD OPERATIONS
PRECINCT NO. 4

May 4, 2026

To: Mikaylah Darby
Tarrant County Purchasing

From: Randall Plate, Assistant
Director, Precinct #4
Maintenance Facility

Subject: Bid F2026087

After reviewing the bid results for annual contract F2026087, "Steel Drum Padfoot Roller," Precinct #4 has no objection to awarding the contract to Holt Cat.

It is important to Precinct #4 that the specifications outlined in the RFQ are fully maintained throughout the contract.

Please let me know if any additional information is needed.

Thank you,

Randall Plate,
Assistant Director of Field Operations

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026087 Purchase of Steel Drum Padfoot Roller- Precinct 4 – Holt Texas, LTD, DBA Holt Cat- Per Unit Price
County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

   If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 4
Department: Purchasing	**Prepared By:** Stefani Felipe	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026088 - Purchase of Rubber Tire Skid Steer Loader - Precinct 4 - Holt Texas LTD, DBA Holt Cat - Per Unit Price

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026088, Purchase of Rubber Tire Skid Steer Loader, for Precinct 4, to Holt Texas LTD, DBA Holt Cat, at the per unit price.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, The Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Five hundred ninety-three (593) vendors were contacted and requested to participate in the bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by the interested bidders. A pre-bid conference held on April 7, 2026 was attended by one (1) vendor as well as representatives from Precinct 4 and Purchasing. Four (4) bids and five (5) no-bids were received.

The bid received from RDO Equipment did not meet specifications for exceeding the maximum gross engine power requirement of 74 horsepower (RDO’s response had 98 horsepower). The bid received from ASCO Equipment did not meet specifications for failing to meeting the minimum operating weight requirements of 8,500 pounds (ASCO’s response had 8,000 pounds) and failing to meet the minimum tipping load requirements of 6,000 pounds (ASCO’s response had 5,600 pounds).

The low bid received from Holt Texas LTD, DBA Holt Cat meets all specifications and is acceptable to Precinct 4.

The purpose of this is for the purchase of equipment used for digging, grading, lifting, and moving materials on soft, wet, or loose soil.

Therefore, it is the joint recommendation of Precinct 4 and Purchasing that Bid No. F2026088, Purchase of Rubber Tire Skid Steer Loader, be awarded to Holt Texas LTD, DBA Holt Cat at the per unit price.

FISCAL IMPACT

Funding in the amount of $166,806.00 is available in account 45100-2026 Non-Debt Capital Fund/6410300000 Precinct 4 Maintenance/540000 Capital.

Attachments

F2026088 Backup.pdf

Bid No. F2026088 - Purchase of Rubber Tire Skid Steer Loader

			RDO Equipment Company Fort Worth, TX HUB - No		ASCO Equipment Euless, TX HUB - No	
Line #	**Description**	**QTY**	Unit	Extended	Unit	Extended
1	Rubber Tire Skid Steer Loader	2	$68,056.50	$136,113.00	$71,500.00	$143,000.00
	Total		$136,113.00*		$143,000.00*	

Award

			Holt Texas LTD, DBA Holt Cat San Antonio, TX HUB - No		David-Tehoungue Ltd Co Hickory Creek, TX HUB - Yes	
Line #	**Description**	QTY	**Unit**	**Extended**	Unit	Extended
1	Rubber Tire Skid Steer Loader	2	**$83,403.00**	**$166,806.00**	$134,724.92	$269,449.84
	Total		$166,806.00		$269,449.84	

*RDO Equipment did not meet specifications because it did not meet the tipping load requirements and exceeded the gross engine power requirement.

*ASCO Equipment did not meet specifications because it did not meet the operating weight requirements and the tipping load requirements

*No Bids were received from Construction Solutions USA LLC, First Out Services, LLC, Cerris Builders Inc., TDI Industries Inc., and Ideal Roofing Solutions.

TARRANT COUNTY

PRECINCT NUMBER FOUR

MANNY RAMIREZ
COUNTY COMMISSIONER
PRECINCT NO. 4

DOUG DEWEESE
DIRECTOR OF FIELD OPERATIONS
PRECINCT NO. 4

April 23, 2026

To: Stefanie Felipe
Tarrant County Purchasing

From: Doug Deweese, Director Precinct #4
Maintenance Facility

Subject: F2026088 Two Rubber Tire Skid Steer Loaders

After reviewing the bid results for annual contract F20260088 under the name of HOLT CAT, "Two Rubber Tire Skid Steer Loaders", Precinct #4 has no objection to the contract as bid.

Thank you,

Doug Deweese

Doug Deweese, Director of Operations
Precinct #4 Maintenance Facility

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026088 - Purchase of Rubber Tire Skid Steer Loader

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes _____ No √

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes _____ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 4
Department: Purchasing	**Prepared By:** Julie Nichols	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026090 - Purchase of Track Loader - Precinct 4 - Holt Texas LTD. DBA Holt Cat - Per Unit Price

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026090, Purchase of Track Loader, for Precinct 4, to Holt Texas LTD, DBA Holt Cat at the per unit price.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Four hundred and sixty-eight (468) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on April 28, 2026 was attended by two (2) vendors as well as representatives from Precinct 4 and Purchasing. Two (2) bids and three (3) no-bids were received.

The low bid received from Holt Texas LTD. DBA Holt Cat meets all specifications and is acceptable to Precinct 4.

Track loaders are used to assist with moving materials, clearing debris, loading trucks, and setting grade within construction zones and sites.

Therefore, it is the joint recommendation of Precinct 4 and Purchasing that Bid No. F2026090, Purchase of Track Loader, be awarded to Holt Texas LTD. DBA Holt Cat at the per unit price.

FISCAL IMPACT

Funding in the amount of $400,072.00 is available in account 45100-2026 Non-Debt Capital/6410300000 Precinct 4 Maintenance/540000 Capital Outlay.

Attachments

Backup- F2026090.pdf

Bid No. F2026090 Purchase of Track Loader

Award

				Holt Texas LTD, DBA Holt Cat San Antonio, TX HUB - No		David-Tehoungue Ltd Co. Hickory Creek, TX HUB - Yes	
				Total Price	**$394,022.00**	Total Price	$585,225.00
Line #	Description	QTY	UOM	**Unit**	**Extended**	Unit	Extended
1	Purchase of Track Loader	1	EA	**$394,022.00**	**$394,022.00**	$580,500.00	$580,500.00
Manufacturer				**Caterpillar**		Caterpillar	
Manufacturer Model Number				**963**		963	
Estimated Delivery Lead Time				**5 Months**		3 Months	
Warranty Information				**12 Months or 8,760 Hours**		12 Months	
Extended Warranty Information				**60 Months or 3,000 Hours**		Not Provided	
Price for Extended Warranty				**$6,050.00**		$32,500.00	
2	Delivery Fee			**$0.00**	**$0.00**	$4,725.00	$4,725.00

Note: No-Bids were received from Cerris Builders Inc, TD Industries, Inc., and PLB Services LLC

TARRANT COUNTY

PRECINCT NUMBER FOUR

MANNY RAMIREZ
COUNTY COMMISSIONER
PRECINCT NO. 4

DOUG DEWEESE
DIRECTOR OF FIELD OPERATIONS
PRECINCT NO. 4

May 14, 2026

Julie M Nichols, Senior Buyer

Tarrant County Purchasing Department

100 East Weatherford, Suite 303

Fort Worth, TX 76196

Dear Julie M Nichols,

This letter is regarding the award for IFB # F2020090, Purchase of Track Loader. We recommend this bid be awarded to Holt Texas, LTD.

Sincerely,

Randall M Plate, Assistant Director of Field Operations

Tarrant County Precinct 4 Maintenance

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026090 - Purchase of Track Loader– Precinct 4 Maintenance – Holt Texas LTD, DBA Holt Cat - Per Unit Price

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

   If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

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TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 4
Department: Purchasing	**Prepared By:** Amos Jones Jr.	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026091 - Purchase of Haul Truck - Precinct 3 - Southwest International Trucks - Per Unit Price

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026091, Purchase of Haul Truck, for Precinct 3, to Southwest International Trucks at the per unit price.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statue, and posted on the internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Five hundred and sixty-nine (569) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference was held April 16, 2026 and was attended by four (4) vendors as well as representatives from Precinct 3 and Purchasing. Four (4) bids and three (3) no bids were received.

The low bid received by Southwest International Trucks meets all specifications and is acceptable to Precinct 3.

The purpose of this equipment is to haul heavy equipment to job sites and garages.

Therefore, it is the joint recommendation of Precinct 3 and Purchasing that Bid No. F2026091, Purchase of Haul Truck, be awarded to Southwest International Trucks at the per unit price.

FISCAL IMPACT

Funding in the amount of $199,738.23 is available in account 45100-2026 Non-Debt Capital/6310300000 Precinct 3 Maintenance/540000 Capital G/L Account.

Attachments

backup docs F2026091 --.pdf

Bid No. F206091 - Purchase of Haul Truck

				Award **Southwest International Trucks Fort Worth, TX HUB - No**	
Line #	Description	QTY	UOM	**Unit**	**Extended**
1.1	One (1) Axle Haul Trucks with winch for Precinct 3 - This will include delivery cost	1	EA	**$ 199,738.23**	**$ 199,738.23**
Manufaturer				**Cummins**	
Manfacturer Model Number				**X15**	
Estimated Delivery Lead Time				**6 months**	
Warranty Information				**2 years/ 250,000 miles**	
Extended Warranty				**5 years/ 100,000 miles**	
Price for Extended Warranty				**$4,248.00**	
Vendor Total				**$199,738.23**	

				Murphy-Hoffman Company, LLC Longview, TX HUB - No	
Line #	Description	QTY	UOM	Unit	Extended
1.1	One (1) Axle Haul Trucks with winch for Precinct 3 - This will include delivery cost	1	EA	$ 284,001.31	$ 284,001.31
Manufaturer				Cummins	
Manfacturer Model Number				X15	
Estimated Delivery Lead Time				Not Given	
Warranty Information				1 year/ 100,000 miles	
Extended Warranty				5 years/ 300,000 miles	
Price for Extended Warranty				Not Given	
Vendor Total				$284,001.31	

Bid No. F206091 - Purchase of Haul Truck

				Premier Truck Group Fort Worth, TX HUB - No	
Line #	Description	QTY	UOM	Unit	Extended
1.1	One (1) Axle Haul Trucks with winch for Precinct 3 - This will include delivery cost	1	EA	$ 209,840.00	$ 209,840.00
Manufaturer				Detroit DD15	
Manfacturer Model Number				101-28N	
Estimated Delivery Lead Time				Not Given	
Warranty Information				2 years unlimited miles	
Extended Warranty				5 years/ 100,000 miles	
Price for Extended Warranty				Not Given	
Vendor Total				$209,840.00	

				Rush Truck Center Fort Worth, TX HUB - No	
Line #	Description	QTY	UOM	Unit	Extended
1.1	One (1) Axle Haul Trucks with winch for Precinct 3 - This will include delivery cost	1	EA	$ 221,579.99	$ 221,579.99
Manufaturer				Cummins	
Manfacturer Model Number				X15	
Estimated Delivery Lead Time				Not Given	
Warranty Information				2 years/ 250,000 miles	
Extended Warranty				5 years/ 500,000 miles	
Price for Extended Warranty				Not Given	
Vendor Total				$221,579.99	

*Note: No Bids were received from Peoria Ford, Air Comm Corporation, and Sam Pack FIve Star Ford.

TARRANT COUNTY

PRECINCT THREE
NORTHEAST MAINTENANCE

ANTHONY JARAMILLO
Director of Field Operations

May 11, 2026

Amos Jones

Tarrant County Purchasing Department

100 East Weatherford St, Suite 303

Fort Worth, Texas 76196

Dear Amos Jones,

This letter is regarding the award for bid F2026091 annual contract for the purchase of Haul Truck. Having reviewed the bids that your department received and submitted to our department; I am pleased to recommend that the contract be awarded as set forth:

Southwest International Trucks

Sincerely,

Mayo Sanchez

Equipment Maintenance and Training Coordinator

Tarrant County Precinct 3

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026091 – Purchase of Haul Truck for Precinct 3 – Southwest International Trucks – Per Unit Price.

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 4
Department: Purchasing	**Prepared By:** Niki Jones	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026092 - Purchase of Self-Propelled Road Widener - Precinct 4 - Holt Texas LTD, DBA Holt CAT - Per Unit Price

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026092, Purchase of Self-Propelled Road Widener, for Precinct 4, to Holt Texas LTD, DBA Holt Cat at the per unit price.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One thousand one hundred thirty-seven (1,137) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. No vendors attended the pre-bid conference held on April 23, 2026. Three (3) bids and seven (7) no-bids were received.

The low bid received from Holt Texas LTD, DBA Holt Cat meets all specifications and is acceptable to Precinct 4.

The purpose of this is for the purchase of equipment used to add width to existing roads or place material along road edges without needing a full-size paver.

Therefore, it is the joint recommendation of Precinct 4 and Purchasing that Bid No. F2026092, Purchase of Self-Propelled Road Widener, be awarded to Holt Texas LTD, DBA Holt Cat at the per unit price.

FISCAL IMPACT

Funding in the amount of $177,839.00 is available in account 45100-2026 Non-Debt Capital/6410300000 Precinct 4 Maintenance/540000 Capital.

Attachments

CC Award F2026092 060926 Backup-Final.pdf

Bid No. F2026092 Purchase of Self-Propelled Road Widener

Award

Line #	Description	Mfgr	Mfgno	QTY	UOM	**Holt Texas LTD, DBA Holt CAT San Antonio, TX HUB - No** **Unit**	**Extended**
1	Self-Propelled Road Widener	Midland, Weiler, or approved equivalent	SPR-6, W330B, or approved equivalent	1	EA	**$177,839.00**	**$177,839.00**
	Estimated Delivery Lead Time					**7 Months**	
	Warranty Information					**1 Year Full Machine, 2 Years on Cat Engine**	
	Extended Warranty information					**36mo/3000hr Powertrain/ Hydraulic/Electrical**	
	Price for Extended Warranty					**$7,600.00**	

Line #	Description	Mfgr	Mfgno	QTY	UOM	Bane Machinery Inc. Dallas, TX HUB - No Unit	Extended
1	Self-Propelled Road Widener	Midland, Weiler, or approved equivalent	SPR-6, W330B, or approved equivalent	1	EA	$209,475.00	$209,475.00
	Estimated Delivery Lead Time					60-90 Days	
	Warranty Information					1 Year/1000-Hour Factory Warranty 2-Years/2000-Hours Engine Warranty	
	Extended Warranty information					2-Year/2000-Hr Premier Warranty Various Terms Options/Pricing Available on Request	
	Price for Extended Warranty					$7,500.00	

Line #	Description	Mfgr	Mfgno	QTY	UOM	ROMCO Equipment Co., LLC Carrollton, TX HUB - No Unit	Extended
1	Self-Propelled Road Widener	Midland, Weiler, or approved equivalent	SPR-6, W330B, or approved equivalent	1	EA	$307,283.00	$307,283.00
	Estimated Delivery Lead Time					30-60 Days	
	Warranty Information					24 Month/Unlimited Hours	
	Extended Warranty information					Additional 12, 24 or 36 months of Factory Warranty. Cost below is for 60 month total warranty, 24 Std + 36 month extended	
	Price for Extended Warranty					$6,475.00	

No bids received from Construction Solution USA LLC, Complete Supply Inc., Cerris Builders Inc., TDIndustries, Inc., and PLB Services LLC.

TARRANT COUNTY

PRECINCT NUMBER FOUR

MANNY RAMIREZ
COUNTY COMMISSIONER
PRECINCT NO. 4

DOUG DEWEESE
DIRECTOR OF FIELD OPERATIONS
PRECINCT NO. 4

May 12, 2026

To: Niki Jones, Senior Buyer

Tarrant County Purchasing

From: Doug Deweese, Director Precinct #4
Maintenance Facility

Subject: IFB F2026092, Purchase of a Self-Propelled Road Widener

After reviewing the bid results for IFB F2026092, *purchase of Self-Propelled Road Widener*, Precinct #4 acknowledges that Holt Cat was awarded the bid through the formal bidding process, and Precinct #4 will abide by the results.

Thank you,

Randall Plate,

Assistant Director of Precinct Operations

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026092 - Purchase of Self-Propelled Road Widener - Precinct 4 Maintenance - Holt Texas LTD. DBA Holt CAT - Per Unit Price

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 4
Department: Purchasing	**Prepared By:** Niki Jones	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026093 - Purchase of Asphalt Crack Sealer Machine - Precinct 2 - Crafco, Inc. - Per Unit Price

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026093, Purchase of Asphalt Crack Sealer Machine, for Precinct 2, at the per unit price.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Eight hundred eighty-six (886) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. No vendors attended the pre-bid conference held on April 21, 2026. Four (4) bids and five (5) no-bids were received.

The bid received from Southern Equipment Group, LLC did not meet specifications because the offered product has an Crack Melter Filler (CMF) rating not 100 CMF, as required per bid specifications. The bid received from Gemseal/Sealmaster Fort Worth did not meet specifications because the offered product has one axle, not double-axle, as required per bid specifications. The bid received from R B Everett & Co. did not meet specifications because the offered product has an 80 CMF not 100 CMF and has 24 horsepower not 42 horsepower, as required per bid specifications.

The low bid received from Crafco, Inc. meets all specifications and is acceptable to Precinct 2.

The purpose of this piece of equipment is to melt and apply hot, rubberized asphalt sealant into cracks on roads, highways, parking lots, and bridges.

Therefore, it is the joint recommendation of Precinct 2 and Purchasing that Bid No. F2026093, Purchase of Asphalt Crack Sealer Machine, be awarded to Crafco, Inc. at the per unit price.

FISCAL IMPACT

Funding in the amount of $97,383.13 is available in account 45100-2026 Non-Debt Capital/6210300000 Precinct 2 Maintenance/540000 Capital.

Attachments

CC Award F2026093 060926 backup final.pdf

Bid No. F2026093 Purchase of Asphalt Crack Sealer Machine

Award

				Crafco, Inc. Phoenix, AZ HUB - No		Southern Equipment Group, LLC Deridder, LA HUB - No	
Line #	Description	QTY	UOM	**Unit**	**Extended**	Unit	Extended
1	Asphalt Crack Sealer Machine	1	EA	**$97,383.125**	**$97,383.13**	* $78,050.00	$78,050.00
Estimated Delivery Lead Time				**6 Weeks**		30 Days	
Warranty Information				**2 Year Warranty**		2 Years/Unlimited Hrs for All In-House Fabricated items and 5 Years/Unlimited Hrs on Trailer Frames-Both Beginning on the Date of the In-Service Registration	

				Gemseal/Sealmaster Fort Worth Fort Worth, TX HUB - No		R B Everett & Co. Haltom City, TX HUB - No	
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended
1	Asphalt Crack Sealer Machine	1	EA	* $78,400.00	$78,400.00	* $87,500.00	$87,500.00
Estimated Delivery Lead Time				6-8 Weeks		No Response	
Warranty Information				1 Year Manufacturer Warranty		1 Year/500 Hrs	

No bids received from Construction Solution USA LLC, Complete Supply Inc, Cerris Builders Inc, TDIndustries, Inc., and PLB Services LLC.

*The bid received from Southern Equipment Group, LLC did not meet specifications because the offered product has 80 CMF not 100 CMF, as required per bid specifications.

*The bid received from Gemseal/Sealmaster Fort Worth did not meet specification because the offered product has one axle, not double-axle, as required per bid specifications.

*The bid received from R B Everett & Co. did not meet specifications because the offered product has 80 CMF not 100 CMF and has 24 horsepower not 42 horsepower, as required per bid specifications.

TARRANT COUNTY

PRECINCT 2 SOUTHEAST MAINTENANCE CENTER

May 19, 2026

Niki Jones, Senior Buyer
Purchasing Department
100 East Weatherford St.
Suite303
Fort Worth, Tx 76196

Ms. Jones,

This letter is regarding the award for IBF No. F2026093, Purchase of Asphalt Crack Sealer Machine. Having reviewed the bids that the Purchasing department received and submitted to our department, I am recommending the bid be awarded to:

Crafco, Inc.

For the Purchase of Asphalt Crack Seal Machine

Ron Edwards, Assistant Director of Field Operations
Tarrant County Precinct 2
Southeast Maintenance Center

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026093 - Purchase of Asphalt Crack Sealer Machine - Precinct 2 Maintenance – Crafco, Inc. - Per Unit Price

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 14
Department: Purchasing	**Prepared By:** Cathy Halliburton, CPPO, CPPB, NIGP-CPP, Sr. Contract Administrator	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026096 - Tarrant County Corrections Center Boiler Replacement - Facilities Management - Infinity Contractors International LTD

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026096, Tarrant County Corrections Center Boiler Replacement, for Facilities Management, to Infinity Contractors International LTD, approve contract, and authorize Purchasing to approve payment and performance bonds upon receipt.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Eight hundred and twenty-one (821) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on April 22, 2026, was attended by twelve (12) vendors as well as representatives from Facilities Management and Purchasing. Three (3) bids and four (4) no-bids were received.

The low bid received from Infinity Contractors International LTD meets all specifications and is acceptable to Facilities Management.

The purpose of this contract is to replace the heat boilers at the Tarrant County Corrections Center. The existing building heat boilers are original to the Corrections Center and are at end of life.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that Bid No. F2026096, Tarrant County Corrections Center Boiler Replacement, be awarded to Infinity Contractors International LTD.

The contract is attached for approval and signature. The District Attorney's Office reviewed this contract as to form.

FISCAL IMPACT

Funding in the amount of $942,252.00 is available in account 45400-2026 Capital Improvement/3110307000 Corrections Center/545000 Capital Outlay.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

F2026096 - Backup.pdf

Bid No. F2026096 - Tarrant County Corrections Center Boiler Replacement

				Infinity Contractors International LTD Fort Worth, TX HUB - No	Freer Mechanical Inc Fort Worth, TX HUB - No	Endur Contractors Fort Worth, TX HUB - Yes
Line #	Description	QTY	UOM	**Price**	Price	Price
1.1	Materials	1	LS	**$526,450.00**	$723,714.00	$811,493.00
1.2	Services	1	LS	**$343,476.00**	$349,130.00	$561,322.00
1.3	Bonds	1	LS	**$17,399.00**	$26,821.00	$27,184.00
2.1	Additional cost to wrap all existing heating water piping with new color PVC Jacket as noted in the Project Drawings	1	LS	**$53,850.00**	$29,683.00	$24,012.00
2.2	Additional Price for Required Bonds	1	LS	**$1,077.00**	$742.00	$500.00
	Total			**$942,252.00**	$1,130,090.00	$1,424,511.00

No Bids were received from J. Reynolds & Co., A Tecta America Company; Construction Solution USA LLC (Construction Solution USA); Cerris Builders Inc.; North Star Elite Services LLC

TARRANT COUNTY

DEPARTMENT OF FACILITIES MANAGEMENT

May 13, 2026

Cathy Halliburton
Senior Contracts Administrator
Tarrant County Purchasing

Subject: F2026096 - Tarrant County Corrections Center Boiler Replacement

RE: Recommendation for Award

Ms. Halliburton,

Tarrant County Facilities Management (TCFM) has reviewed and evaluated the bid and supporting documentation submitted in response to IFB F2026096 - Tarrant County Corrections Center Boiler Replacement. We recommend awarding to the vendor below with the base bid and Alternate 1:

Infinity Contractors International, LTD

Sincerely,

Chad Raines

Chad Raines

BAIRD, HAMPTON & BROWN
building partners

May 13, 2026

Cathy Halliburton
Senior Contracts Administrator
Tarrant County Purchasing
100 E Weatherford, Suite 303
Fort Worth, Texas 76196-0103

RE: BID F2026096 CORRECTIONS CENTER
BOILER REPLACEMENT
BHB PROJECT NUMBER 2025.010.009

Dear Cathy,

Following the submittal of Proposals and then Scope Review meeting held with Infinity Contractors on May 13, 2026, with the discussion and confirmation of the project scope items during the meeting, I recommend that the County accept their proposal, and proceed with Infinity Contractors to accomplish the Work as stated for the project in the Contract Documents for the Base Bid and the Alternate Bid to provide PVC jacketing on all of the existing HW piping (Alt 1).

Sincerely:

BAIRD, HAMPTON & BROWN



Les Brown, PE, LEED AP
Senior Associate
Senior Mechanical Engineer

AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT executed as of the date of the final electronic signature by the Owner.

BETWEEN the Owner:
(Name, legal status, address and other information)

Tarrant County
100 E. Weatherford
Fort Worth, Texas 76196

and the Contractor:
(Name, legal status, address and other information)

Infinity Contractors International, LTD
1400 Everman Parkway
Fort Worth, Texas 76140

for the following Project:
(Name, location and detailed description)

F2026096 – Tarant County Corrections Center Boiler Replacement
100 North Lamar Street
Fort Worth, Texas 76196

The Architect:
(Name, legal status, address and other information)

Baird, Hampton, & Brown
6300 Ridgelea, Suite 700
Fort Worth, Texas 76116

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:
The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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TABLE OF ARTICLES

1 THE CONTRACT DOCUMENTS

2 THE WORK OF THIS CONTRACT

3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

4 CONTRACT SUM

5 PAYMENTS

6 DISPUTE RESOLUTION

7 TERMINATION OR SUSPENSION

8 MISCELLANEOUS PROVISIONS

9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:
(Check one of the following boxes.)

[ ] The date of this Agreement.

[X] A date set forth in a notice to proceed issued by the Owner.

[ ] Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:
(Check one of the following boxes and complete the necessary information.)

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[X] Not later than fifty-six (56) calendar days from the date of commencement of the Work.

[ ] By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be nine hundred forty-two thousand, two hundred fifty-two dollars ($ 942,252.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
Alternate #1 – new PVC Jackets	$54,927.00

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price

§ 4.4 Unit prices, if any:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit ($0.00)

§ 4.5 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

§ 4.6 Other:
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

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ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor in accordance with Chapter 2251 of the Texas Government Code, as well as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the last day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the last day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than thirty (30) days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

.1 That portion of the Contract Sum properly allocable to completed Work;

.2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and

.3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

.1 The aggregate of any amounts previously paid by the Owner;

.2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;

.3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;

.4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and

.5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:
(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Not Applicable

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§ 5.1.7.1.1 The following items are not subject to retainage:
(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

Not Applicable

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:
(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

Not Applicable

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:
(Insert any other conditions for release of retainage upon Substantial Completion.)

Not Applicable

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

.1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and

.2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

None

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the statutory interest rate set forth in Texas Government Code Sec. 2251.025.

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

Intentionally Omtted.

§ 6.2 Binding Dispute Resolution

Intentionally Omitted.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:
(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

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Not Applicable

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:
(Name, address, email address, and other information)

Tarrant County Facilities Management
200 Taylor Street, Suite 344
Fort Worth, Texas 76196

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information)

Chase Capps
Chase.capps@infinitycontractors.com
1400 Everman Parkway, Suite 146
Fort Worth, Texas 76140

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with a building information modeling exhibit, if completed, or as otherwise set forth below:
(If other than in accordance with a building information modeling exhibit, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

Not Applicable

§ 8.7 Other provisions:

Not Applicable

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

.1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor

.3 AIA Document A201™–2017, General Conditions of the Contract for Construction

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.5 Drawings

Number	Title	Date

.6 Specifications

Section	Title	Date	Pages

.7 Addenda, if any:

Number	Date	Pages

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:
(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

[ ] AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

[ ] The Sustainability Plan:

Title	Date	Pages

[ ] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages

.9 Other documents, if any, listed below:
(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™–2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

All documents contained in Bid No. F2026096.
Infinity Contractors International LTD response to Bid No. F2026096

ARTICLE 10 EXECUTION OF AGREEMENT

This agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this agreement, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this agreement as to the parties and may be used in lieu of the original agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

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User Notes: (6a04ef4f4c28019c5ab0db3a)

Tarrant County

Separate Electronic Signature Page

OWNER *(Signature)*

Tim O'Hare, County Judge

Infinity Contractors International, LTC

Michael Fellers

Digitally signed by Michael Fellers
DN: C=US, E=michael.fellers@infinitycontractors.com, O="Infinity Contractors International, LTD", OU=Modigent North Texas, CN=Michael Fellers
Reason: I am approving this document
Date: 2026.05.15 10:54:38-05'00'

CONSTRUCTION MANAGER *(Signature)*

Michael Fellers, Vice President

Printed Name and Title

***Approved as to Form**

Separate Electronic Signature Page

CDA *(Signature)*

Criminal District Attorney's Office

**By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.*

***Certification of Funds**

Separate Electronic Signature Page

TARRANT COUNTY AUDITOR *(Signature)*

Kimberly M. Buchanan, CPA

**Certification of funds available for the Amount of $16,852.685.00*

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026096 – Tarrant County Corrections Center Boiler Replacement

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

   If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 4
Department: Purchasing	**Prepared By:** Cathy Halliburton, CPPO, CPPB, NIGP-CPP, Sr. Contract Administrator	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026099 - Annual Contract for Bullet Resistant Glass and Glazing - Facilities Management - Total Security Solutions, Inc. - Per Unit Price and Hourly Rates

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026099, Annual Contract for Bullet Resistant Glass and Glazing, for Facilities Management, to Total Security Solutions, Inc. at the per unit price and hourly rates.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One thousand one hundred and sixteen (1,116) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on April 28, 2026, was attended by one (1) vendor as well as representatives from Facilities Management and Purchasing. One (1) bid and seven (7) no-bids were received.

The low bid received from Total Security Solutions, Inc. meets all specifications and is acceptable to Facilities Management.

The term of the contract is twelve (12) months, effective June 9, 2026.

Subject to continued funding by the Commissioners Court, this agreement shall automatically renew on June 9, 2027, and June 9, 2028, hereafter for two (2) twelve (12) month periods ending on June 8, 2029, unless sooner terminated by either party as provided herein.

This contract is for the purchase and installation of bullet resistant glass and glazing for various locations needing hardened security including Constables Offices, Buildings Housing Courts, and other public interface locations.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that Bid No. F2026099, Annual Contract for Bullet Resistant Glass and Glazing, be awarded to Total Security Solutions, Inc. at the per unit price and hourly rates.

FISCAL IMPACT

The costs associated with this action are unknown at this time. This action simply sets the price. The department has included funding in the FY 2027 budget request.

Attachments

F2026099 - Backup.pdf

Bid No. F2026099 - Annual Contract for Bullet Resistant Glass and Glazing

				Total Security Solutions Fowlerville, MI Coop - Yes HUB - No	
Line #	**Description**	**QTY**	**UOM**	**Unit**	**Extended**
1.1	Polycarbonate Glazing - Total Assembly	432	Square Foot	$115.00	$49,680.00
1.2	Stainless Steel Transaction Tray	12	Each	$750.00	$9,000.00
2.1	Regular Working Hours - Monday through Friday 8:00AM - 5:00 PM CT	288	Hours	$275.00	$79,200.00
2.2	Non-Regular Working Hours - Monday through Friday 5:01PM - 7:59AM CT, All Day Saturday and Sunday	86	Hours	$300.00	$25,800.00
2.3	Holiday Hours - For the 13 County recognized holidays	1	Hours	$350.00	$350.00

No Bids were received from Construction Solution USA LLC (Construction Solution USA), Complete Supply Inc., Crisis Prevention Institute Inc., Air Comm Corporation, Cerris Builders Inc., TDIndustries Inc. (TD Industries), PLB Services LLC.

Tarrant County Facilities Management
Interoffice Memo

To: Cathy Halliburton – Senior Contract Administrator,
Tarrant County Purchasing

From: Jon Hendrickson – Assistant Director – Construction Services

Date: May 18, 2026

RE: Recommendation to Contract – F2026099

After careful consideration, having had opportunity to review the proposal received for the Tarrant County Annual Contract for Bullet Resistant Glass and, Tarrant County Facilities Management recommends awarding the vendor contract to Total Security Solutions.

This proposal process included a thorough evaluation of qualifications including cost, materials, company portfolio, and applicable experience in evaluation. Facilities Management recommends finalizing the contract with Total Security Solutions for the best interest of Tarrant County.

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026099 Annual Contract for Bullet Resistant Glass and Glazing

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

   If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 4
Department: Purchasing	**Prepared By:** Kehinde Olugbile	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026101 - Annual Contract for SolarWinds Database Analyzer - Information Technology - New Tech Solutions, Inc. - Per Unit Price

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026101, Annual Contract for SolarWinds Database Analyzer, for Information Technology, to New Tech Solutions, Inc. at the per unit price.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One thousand one hundred forty-seven (1,147) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. No vendors attended the pre-bid conference held on April 21, 2026. Four (4) bids and five (5) no-bids were received.

The low bid received from New Tech Solutions, Inc. meets all specifications and is acceptable to Information Technology.

The term of the contract is twelve (12) months, effective July 1, 2026.

Subject to continued funding by the Commissioners Court, this agreement shall automatically renew July 1, 2027 and July 1, 2028, hereafter for two (2) twelve (12) month periods ending on June 30, 2029 unless sooner terminated by either party as provided herein.

This purchase is for the continuation of existing software that enables the Information Technology (IT) Department to improve database reliability by identifying and fixing issues early, reduces downtime, supports audit compliance, and helps IT staff work more efficiently. By reducing system delays and improving efficiency, this tool will save time, reduce costs, and support the County's growing technology needs.

Therefore, it is the joint recommendation of Information Technology and Purchasing that Bid No. F2026101, Annual Contract for SolarWinds Database Analyzer, be awarded to New Tech Solutions, Inc. at the per unit price

FISCAL IMPACT

Expenses for the last twelve (12) months were $58,378.00. Funding in the amount of $79,360.00 is available in account 10000-2026 General Fund/1810201000 IT Network Operation/Communications/578025 Software Maintenance. Annual subscription fees of $87,295.00 for Year 2 and $96,025.00 for Year 3 will be requested in future budgets.

Attachments

F2026101 Backup.pdf

Bid No. F2026101 Annual Contract for Solarwinds Database Analyzer

Award

			New Tech Solutions Inc Fremont, CA HUB - No CO-OP - Yes		vCloud Tech Inc Rolling Hills Estate, CA HUB - No	
			Total Price	**$262,680.00**	Total Price	$263,501.24
Line #	Description	QTY	**Unit**	**Extended**	Unit	Extended
1.1	Year 1 SolarWinds Observability Self-Hosted Advanced for EnterpriseAE1500 (up to 1500 nodes) - Subscription (1Y)	1	**$79,360.00**	**$79,360.00**	$79,468.33	$79,468.33
1.2	Year 2 SolarWinds Observability Self-Hosted Advanced for EnterpriseAE1500 (up to 1500 nodes) -Subscription (1Y)	1	**$87,295.00**	**$87,295.00**	$87,633.29	$87,633.29
1.3	Year 3 SolarWinds Observability Self-Hosted Advanced for EnterpriseAE1500 (up to 1500 nodes) -Subscription (1Y)	1	**$96,025.00**	**$96,025.00**	$96,399.62	$96,399.62

			Alxtel.Inc Silver Spring, MD HUB - No		Zones LLC Auburn, WA HUB - Yes	
			Total Price	$263,597.00	Total Price	$269,868.30
Line #	Description	QTY	Unit	Extended	Unit	Extended
1.1	Year 1 SolarWinds Observability Self-Hosted Advanced for EnterpriseAE1500 (up to 1500 nodes) - Subscription (1Y)	1	$79,699.00	$79,699.00	$81,091.92	$81,091.92
1.2	Year 2 SolarWinds Observability Self-Hosted Advanced for EnterpriseAE1500 (up to 1500 nodes) -Subscription (1Y)	1	$87,599.00	$87,599.00	$89,653.91	$89,653.91
1.3	Year 3 SolarWinds Observability Self-Hosted Advanced for EnterpriseAE1500 (up to 1500 nodes) -Subscription (1Y)	1	$96,299.00	$96,299.00	$99,122.47	$99,122.47

No Bids: Googoz.com, Inc., Hypertec USA, Inc., Cerris Builders Inc., Quantum Sphere Technologies, TD Industries

INFORMATION TECHNOLOGY
Empowering Innovation
Driving Excellence

Chief Information & Artificial Intelligence Officer
André Mendes

Chief Administrative Officer
Cecilia Webb

Chief Information Security Officer
Russell Scott

Deputy CIO Cloud, Infrastructure & Operations
Anthony Jackson

Deputy CIO Enterprise Applications
Michael Webb

Assistant CIO Governance
Adepeju Ajunwon

Assistant CIO Organizational Change Management & Support Services
Carolyn J. Bogan

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Fort Worth, TX 76196

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Fax: 817.212.3060

www.tarrantcountytx.gov

5/5/2026

Kehinde Olugbile
Senior Buyer
100 E. Weatherford Street, Suite 303
Fort Worth, Texas 76196

Re: F2026101 – Annual Contract for Solarwinds Database Analyzer

Dear Ms. Olugbile:

After evaluation of the information provided in the responses, Tarrant County Information Technology Department recommends award of Solicitation Number F2026101 to New Tech Solutions, Inc.

Very sincerely,

Anthony Jackson
Anthony Jackson (05/05/2026 12:08:50 CDT)

Anthony Jackson
Deputy CIO Cloud, Infrastructure & Operations

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026101 - Annual Contract for SolarWinds Database Analyzer - Information Technology - New Tech Solutions, Inc. - Per Unit Price

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

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   Yes_____ No__√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

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TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 7
Department: Purchasing	**Prepared By:** Kehinde Olugbile	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026102 - Annual Contract for SAP Cloud Platform Software and Licensing - Information Technology - Carahsoft Technology Corp. - Per Unit Price

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026102, Annual Contract for SAP Cloud Platform Software and Licensing, for Information Technology, to Carahsoft Technology Corp. at the per unit price.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One thousand one hundred forty-seven (1,147) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on April 21, 2026 was attended by three (3) vendors as well as representatives from Purchasing. Three (3) bids and seven (7) no-bids were received.

The low bid received from Carahsoft Technology Corp. meets all specifications and is acceptable to Information Technology.

The term of the contract is twelve (12) months, effective July 1, 2026.

The purpose of this contract is for the continuation of existing SAP software and licenses that are used for high speed database processing, application development, and analytics reporting.

Therefore, it is the joint recommendation of Information Technology and Purchasing that Bid No. F2026102, Annual Contract for SAP Cloud Platform Software and Licensing, be awarded to Carahsoft Technology Corp. at the per unit price.

FISCAL IMPACT

Expenses for the last twelve (12) months were $168,368.52. Funding in the amount of $174,362.88 is available in account 10000-2026 General Fund/1810410000 Application Develop/ Support/578025 Software Maintenance.

Attachments

F2026102 Backup.pdf

Bid No. F2026102 Annual Contract for SAP Cloud Platform Software and Licensing

			Award			
			Carahsoft Technology Corp. Reston, VA HUB - No		New Tech Solutions Inc Fremont, CA HUB - No	
			Total Price	**$174,362.88**	Total Price	$174,751.68
Line #	Description	QTY	**Unit**	**Extended**	Unit	Extended
1	SAP Cloud Platform, app services package, professional additionPlease note: quantity represents user license of (1) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	12	**$3,257.76**	**$39,093.12**	$3,265.90	$39,190.80
2	SAP Integration Suite, standard edition (1-Infinite Tier; Block Of 1 Tenant; Minimum of 1 Block; Per Year)Please note: quantity represents Usage Metric Limitation of (1) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	12	**$3,148.04**	**$37,776.48**	$3,155.91	$37,870.92
3	SAP Analytics Cloud for business intelligence, public system option (1-200 Tier; Block Of 1 User; Minimum of 25 Blocks; Per Year)Please note: quantity represents Usage Metric LimitationStart Date: 07/01/2026 End Date: 06/30/2027	300	**$19.58**	**$5,874.00**	$19.63	$5,889.00
4	SAP Conversational AI (1-10 tier; blocks of 1,000 chats; per month)Please note: quantity represents user license of (3) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	36	**$150.47**	**$5,416.92**	$150.85	$5,430.60
5	SAP HANA AppServices Compute Unit - PremPlease note: quantity represents user license of (1) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	12	**$146.31**	**$1,755.72**	$146.68	$1,760.16
6	SAP Cloud Platform mobile service for deployment and operationPlease note: quantity represents user license of (500) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	6000	**$2.19**	**$13,140.00**	$2.20	$13,200.00
7	SAP Mobile Services, consumer edition (Block of 50,000 Resources; Per Year)Please note: quantity represents user license of (1) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	12	**$2,267.46**	**$27,209.52**	$2,273.13	$27,277.56

Bid No. F2026102 Annual Contract for SAP Cloud Platform Software and Licensing

			MYGO CONSULTING INC. Naperville, IL HUB - No	
			Total Price	$1,002,925.44
Line #	Description	QTY	Unit	Extended
1	SAP Cloud Platform, app services package, professional additionPlease note: quantity represents user license of (1) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	12	$336.24	$4,034.88
2	SAP Integration Suite, standard edition (1-Infinite Tier; Block Of 1 Tenant; Minimum of 1 Block; Per Year)Please note: quantity represents Usage Metric Limitation of (1) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	12	$13,864.80	$166,377.60
3	SAP Analytics Cloud for business intelligence, public system option (1-200 Tier; Block Of 1 User; Minimum of 25 Blocks; Per Year)Please note: quantity represents Usage Metric LimitationStart Date: 07/01/2026 End Date: 06/30/2027	300	$261.60	$78,480.00
4	SAP Conversational AI (1-10 tier; blocks of 1,000 chats; per month)Please note: quantity represents user license of (3) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	36	$13.60	$489.60
5	SAP HANA AppServices Compute Unit - PremPlease note: quantity represents user license of (1) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	12	$0.00	$0.00
6	SAP Cloud Platform mobile service for deployment and operationPlease note: quantity represents user license of (500) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	6000	$31.65	$189,900.00
7	SAP Mobile Services, consumer edition (Block of 50,000 Resources; Per Year)Please note: quantity represents user license of (1) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	12	$0.00	$0.00

Bid No. F2026102 Annual Contract for SAP Cloud Platform Software and Licensing

			Award			
			Carahsoft Technology Corp. Reston, VA HUB - No		New Tech Solutions Inc Fremont, CA HUB - No	
			Total Price	**$174,362.88**	Total Price	$174,751.68
8	SAP HANA AppServices BandwidthPlease note: quantity represents user license of (100) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	1200	**$3.30**	**$3,960.00**	$3.31	$3,972.00
9	SAP Analytics Cloud for planning, professional edition, public system option (1-Infinite Tier; Block Of 1 User; Minimum of 1 Block; Per Year)Please note: quantity represents Usage Metric Limitation of (1) for 1 year.Start Date: 07/01/2026 End Date: 06/30/2027	12	**$627.63**	**$7,531.56**	$629.20	$7,550.40
10	SAP HANA Cloud (Block of 1 Capacity Units; Per Year)Please note: quantity represents user license of (4000) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	48000	**$0.64**	**$30,720.00**	$0.64	$30,720.00
11	SAP Business Technology Platform, Cloud Foundry runtime (1-Infinite Tier: Block of 1 Gigabyte; Per Year)Please note: quantity represents user license of (2) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	24	**$64.94**	**$1,558.56**	$65.10	$1,562.40
12	SAP Cloud Platform Integration Suite, additional messages (1-50) (Monthly)Please note: quantity represents user license of (1) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	12	**$5.09**	**$61.08**	$5.10	$61.20
13	SAP Business Application Studio (1-Infinite Tier; Block Of 1 User; Minimum of 1 Block; Per Year)Please note: quantity represents Usage Metric Limitation of (1) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	12	**$22.16**	**$265.92**	$22.22	$266.64

No Bids: Googoz.com Inc., 3-C Technology, LLC, Hypertec USA Inc, Cerris Builders Inc. TD Industries.

Bid No. F2026102 Annual Contract for SAP Cloud Platform Software and Licensing

			MYGO CONSULTING INC. Naperville, IL HUB - No	
			Total Price	$1,002,925.44
8	SAP HANA AppServices BandwidthPlease note: quantity represents user license of (100) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	1200	$0.00	$0.00
9	SAP Analytics Cloud for planning, professional edition, public system option (1-Infinite Tier; Block Of 1 User; Minimum of 1 Block; Per Year)Please note: quantity represents Usage Metric Limitation of (1) for 1 year.Start Date: 07/01/2026 End Date: 06/30/2027	12	$5,052.15	$60,625.80
10	SAP HANA Cloud (Block of 1 Capacity Units; Per Year)Please note: quantity represents user license of (4000) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	48000	$9.81	$470,880.00
11	SAP Business Technology Platform, Cloud Foundry runtime (1-Infinite Tier: Block of 1 Gigabyte; Per Year)Please note: quantity represents user license of (2) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	24	$1,111.80	$26,683.20
12	SAP Cloud Platform Integration Suite, additional messages (1-50) (Monthly)Please note: quantity represents user license of (1) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	12	$79.53	$954.36
13	SAP Business Application Studio (1-Infinite Tier; Block Of 1 User; Minimum of 1 Block; Per Year)Please note: quantity represents Usage Metric Limitation of (1) for 1 yearStart Date: 07/01/2026 End Date: 06/30/2027	12	$375.00	$4,500.00

No Bids: Googoz.com Inc., 3-C Technology, LLC, Hypertec USA Inc, Cerris Builders Inc. TD Industries.

INFORMATION TECHNOLOGY
Empowering Innovation
Driving Excellence

Chief Information & Artificial Intelligence Officer
André Mendes

Chief Administrative Officer
Cecilia Webb

Chief Information Security Officer
Russell Scott

Deputy CIO Cloud, Infrastructure & Operations
Anthony Jackson

Deputy CIO Enterprise Applications
Michael Webb

Assistant CIO Governance
Adepeju Ajunwon

Assistant CIO Organizational Change Management & Support Services
Carolyn J. Bogan

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Fort Worth, TX 76196

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5/12/2026

Kehinde Olugbile
Senior Buyer
100 E. Weatherford Street, Suite 303
Fort Worth, Texas 76196

Re: F2026102 – Annual Contract for SAP Cloud Platform Software and Licensing

Dear Ms. Olugbile:

After evaluation of the information provided in the responses, Tarrant County Information Technology Department recommends award of Bid F2026102 to Carahsoft Technology Corp.

Very sincerely,

Michael Webb (05/12/2026 11:18:47 CDT)

Mike Webb
Deputy CIO Enterprise Applications

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026102 - Annual Contract for SAP Cloud Platform Software and Licensing - Carahsoft Technology Corp. - Per Unit Price

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes _____ No √

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes _____ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 8
Department: Purchasing	**Prepared By:** Kehinde Olugbile	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026103 - Annual Contract for Appian Cloud Hosting and Licenses - Information Technology - Software Information Resource Corp - Per Unit Price

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026103, Annual Contract for Appian Cloud Hosting and Licenses, for Information Technology, to Software Information Resource Corp at the per unit price.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One thousand one hundred forty-seven (1,147) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. No vendors attended the pre-bid conference held on April 21, 2026. Ten (10) bids and six (6) no-bids were received.

The low bid received from Software Information Resource Corp meets all specifications and is acceptable to Information Technology.

The term of the contract is twelve (12) months, effective August 1, 2026.

The purpose of this software is for continued use of the Appian Licenses, Cloud Hosting, Support and Maintenance. Appian is a low code cloud hosted platform for the management and optimization of business processes. This software will leverage the cloud to increase scalability and reduce server resources in the data center.

Therefore, it is the joint recommendation of Information Technology and Purchasing that Bid No. F2026103, Annual Contract for Appian Cloud Hosting and Licenses, be awarded to Software Information Resource Corp at the per unit price.

FISCAL IMPACT

Expenses for the last twelve (12) months were $367,034.40. Funding in the amount of $460,337.76 is available in account 10000-2026 General Fund/1810410000 Application Develop/Support /578025 Software Maintenance and Licenses. Funding for the FY 2027 portion of the contract has been requested in the FY 2027 budget.

Attachments

F2026103 Backup.pdf

Bid No. F2026103 Annual Contract for Appian Cloud Hosting and Licenses

			Award			
			Software Information Resource Corp Washington, DC HUB - Yes		vCloud Tech Inc Rolling Hills Estates, CA HUB - Yes	
			Total Price	**$460,337.76**	Total Price	$472,638.432
Line #	Description	QTY	**Unit**	**Extended**	Unit	Extended
1.1	Cloud Instance Upgrade - XL to 2XL (Price per month; 12 month minimum purchase)Start Date: 08/01/2026End Date: 07/31/2027	12	**$975.37**	**$ 11,704.44**	$1,002.96	$ 12,035.52
1.2	Cloud Instance Upgrade - L to 2XL (Price per month; 12 month minimum purchase)12 month period of performance2 instancesStart Date: 08/01/2026End Date: 07/31/2027	12	**$3,048.08**	**$ 36,576.96**	$3,134.29	$ 37,611.48
1.3	HIPAA Compliance (Monthly Fee)Start Date: 08/01/2026End Date: 07/31/2027	12	**$1.00**	**$ 12.00**	$0.001	$ 0.01
1.4	100GB of Storage added to an existing Cloud Instance (Price per month; 12 month minimum purchase)12 month period of performance7 unitsStart Date: 08/01/2026End Date: 07/31/2027	12	**$1.00**	**$ 12.00**	$0.001	$ 0.01
1.5	Initial Advanced Base Production CloudxLarge Instance HA	12	**$1.00**	**$ 12.00**	$0.001	$ 0.01
1.6	Initial Base Non-Production Cloud Large Instance - Large non-production instance of the Cloud Offer12 month period of performance2 instancesStart Date: 08/01/2026End Date: 07/31/2027	12	**$1.00**	**$ 12.00**	$0.001	$ 0.01
1.7	Appian Unauthenticated Portals (12 Month)Start Date: 08/01/2026End Date: 07/31/2027	12	**$1.00**	**$ 12.00**	$0.001	$ 0.01
1.8	Appian RPA - Included 25 Bots (12 Month)Start Date: 08/01/2026End Date: 07/31/2027	12	**$1.00**	**$ 12.00**	$0.001	$ 0.01
1.9	Cloud - Appian Cloud Support, Hight Availability1 year period of performanceStart Date: 08/01/2026End Date: 07/31/2027	12	**$5,019.81**	**$ 60,237.72**	$5,166.63	$ 61,999.56
1.10	Cloud Instance Upgrade - 2XL to 4XL (Price per month; 12 month minimum purchase)Start Date: 08/01/2026End Date: 07/31/2027	12	**$1,425.88**	**$ 17,110.56**	$1,407.56	$ 16,890.72
1.11	An Enterprise User Cloud License grants the right to use the software to one, specific named user in for the duration of the term. (Price per month; 12 month minimum purchase)12 month period of performance298 usersStart Date: 08/01/2026End Date: 07/31/2027	12	**$27,886.34**	**$ 334,636.08**	$28,675.09	$ 344,101.08

Bid No. F2026103 Annual Contract for Appian Cloud Hosting and Licenses

			Carahsoft Technology Corp. Reston, VA HUB - No		HiEd Inc (Moore) Allen, TX HUB - No	
			Total Price	$470,100.60	Total Price	$494,880.72
Line #	Description	QTY	Unit	Extended	Unit	Extended
1.1	Cloud Instance Upgrade - XL to 2XL (Price per month; 12 month minimum purchase)Start Date: 08/01/2026End Date: 07/31/2027	12	$997.57	$ 11,970.84	$1,051.00	$ 12,612.00
1.2	Cloud Instance Upgrade - L to 2XL (Price per month; 12 month minimum purchase)12 month period of performance2 instancesStart Date: 08/01/2026End Date: 07/31/2027	12	$3,117.46	$ 37,409.52	$3,282.00	$ 39,384.00
1.3	HIPAA Compliance (Monthly Fee)Start Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$0.01	$ 0.12
1.4	100GB of Storage added to an existing Cloud Instance (Price per month; 12 month minimum purchase)12 month period of performance7 unitsStart Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$0.01	$ 0.12
1.5	Initial Advanced Base Production CloudxLarge Instance HA	12	$0.01	$ 0.12	$0.01	$ 0.12
1.6	Initial Base Non-Production Cloud Large Instance - Large non-production instance of the Cloud Offer12 month period of performance2 instancesStart Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$0.01	$ 0.12
1.7	Appian Unauthenticated Portals (12 Month)Start Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$0.01	$ 0.12
1.8	Appian RPA - Included 25 Bots (12 Month)Start Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$0.01	$ 0.12
1.9	Cloud - Appian Cloud Support, Hight Availability1 year period of performanceStart Date: 08/01/2026End Date: 07/31/2027	12	$5,138.88	$ 61,666.56	$5,410.00	$ 64,920.00
1.10	Cloud Instance Upgrade - 2XL to 4XL (Price per month; 12 month minimum purchase)Start Date: 08/01/2026End Date: 07/31/2027	12	$1,400.00	$ 16,800.00	$1,474.00	$ 17,688.00
1.11	An Enterprise User Cloud License grants the right to use the software to one, specific named user in for the duration of the term. (Price per month; 12 month minimum purchase)12 month period of performance298 usersStart Date: 08/01/2026End Date: 07/31/2027	12	$28,521.08	$ 342,252.96	$30,023.00	$ 360,276.00

Bid No. F2026103 Annual Contract for Appian Cloud Hosting and Licenses

			International Cloud Business Inc Ashburn, VA HUB - Yes		R3 Uniq Inc DBA Quadyster Bettendorf, IA HUB - No	
			Total Price	$471,511.8072	Total Price	$490,314.96
Line #	Description	QTY	Unit	Extended	Unit	Extended
1.1	Cloud Instance Upgrade - XL to 2XL (Price per month; 12 month minimum purchase)Start Date: 08/01/2026End Date: 07/31/2027	12	$1,000.55	$ 12,006.60	$1,040.47	$ 12,485.64
1.2	Cloud Instance Upgrade - L to 2XL (Price per month; 12 month minimum purchase)12 month period of performance2 instancesStart Date: 08/01/2026End Date: 07/31/2027	12	$3,126.85	$ 37,522.20	$3,251.51	$ 39,018.12
1.3	HIPAA Compliance (Monthly Fee)Start Date: 08/01/2026End Date: 07/31/2027	12	$0.0001	$ 0.00	$0.01	$ 0.12
1.4	100GB of Storage added to an existing Cloud Instance (Price per month; 12 month minimum purchase)12 month period of performance7 unitsStart Date: 08/01/2026End Date: 07/31/2027	12	$0.0001	$ 0.00	$0.01	$ 0.12
1.5	Initial Advanced Base Production CloudxLarge Instance HA	12	$0.0001	$ 0.00	$0.01	$ 0.12
1.6	Initial Base Non-Production Cloud Large Instance - Large non-production instance of the Cloud Offer12 month period of performance2 instancesStart Date: 08/01/2026End Date: 07/31/2027	12	$0.0001	$ 0.00	$0.01	$ 0.12
1.7	Appian Unauthenticated Portals (12 Month)Start Date: 08/01/2026End Date: 07/31/2027	12	$0.0001	$ 0.00	$0.01	$ 0.12
1.8	Appian RPA - Included 25 Bots (12 Month)Start Date: 08/01/2026End Date: 07/31/2027	12	$0.0001	$ 0.00	$0.01	$ 0.12
1.9	Cloud - Appian Cloud Support, Hight Availability1 year period of performanceStart Date: 08/01/2026End Date: 07/31/2027	12	$5,154.35	$ 61,852.20	$5,359.85	$ 64,318.20
1.10	Cloud Instance Upgrade - 2XL to 4XL (Price per month; 12 month minimum purchase)Start Date: 08/01/2026End Date: 07/31/2027	12	$1,404.25	$ 16,851.00	$1,460.20	$ 17,522.40
1.11	An Enterprise User Cloud License grants the right to use the software to one, specific named user in for the duration of the term. (Price per month; 12 month minimum purchase)12 month period of performance298 usersStart Date: 08/01/2026End Date: 07/31/2027	12	$28,606.65	$ 343,279.80	$29,747.49	$ 356,969.88

Bid No. F2026103 Annual Contract for Appian Cloud Hosting and Licenses

			Alxtel.Inc Silver Spring, MD HUB - No		ASIMER TECH LLC Austin, TX HUB - No	
			Total Price	$472,188.60	Total Price	$471,839.88
Line #	Description	QTY	Unit	Extended	Unit	Extended
1.1	Cloud Instance Upgrade - XL to 2XL (Price per month; 12 month minimum purchase)Start Date: 08/01/2026End Date: 07/31/2027	12	$1,015.57	$ 12,186.84	$1,001.26	$ 12,015.12
1.2	Cloud Instance Upgrade - L to 2XL (Price per month; 12 month minimum purchase)12 month period of performance2 instancesStart Date: 08/01/2026End Date: 07/31/2027	12	$3,190.46	$ 38,285.52	$3,128.99	$ 37,547.88
1.3	HIPAA Compliance (Monthly Fee)Start Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$0.01	$ 0.12
1.4	100GB of Storage added to an existing Cloud Instance (Price per month; 12 month minimum purchase)12 month period of performance7 unitsStart Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$0.01	$ 0.12
1.5	Initial Advanced Base Production CloudxLarge Instance HA	12	$0.01	$ 0.12	$0.01	$ 0.12
1.6	Initial Base Non-Production Cloud Large Instance - Large non-production instance of the Cloud Offer12 month period of performance2 instancesStart Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$0.01	$ 0.12
1.7	Appian Unauthenticated Portals (12 Month)Start Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$0.01	$ 0.12
1.8	Appian RPA - Included 25 Bots (12 Month)Start Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$0.01	$ 0.12
1.9	Cloud - Appian Cloud Support, Hight Availability1 year period of performanceStart Date: 08/01/2026End Date: 07/31/2027	12	$5,139.88	$ 61,678.56	$5,157.89	$ 61,894.68
1.10	Cloud Instance Upgrade - 2XL to 4XL (Price per month; 12 month minimum purchase)Start Date: 08/01/2026End Date: 07/31/2027	12	$1,405.00	$ 16,860.00	$1,405.18	$ 16,862.16
1.11	An Enterprise User Cloud License grants the right to use the software to one, specific named user in for the duration of the term. (Price per month; 12 month minimum purchase)12 month period of performance298 usersStart Date: 08/01/2026End Date: 07/31/2027	12	$28,598.08	$ 343,176.96	$28,626.61	$ 343,519.32

Bid No. F2026103 Annual Contract for Appian Cloud Hosting and Licenses

			vPrime Tech Inc Houston, TX HUB - No		Zones LLC Auburn, WA HUB - Yes	
			Total Price	$479,420.76	Total Price	$5,749,223.04
Line #	Description	QTY	Unit	Extended	Unit	Extended
1.1	Cloud Instance Upgrade - XL to 2XL (Price per month; 12 month minimum purchase)Start Date: 08/01/2026End Date: 07/31/2027	12	$1,017.35	$ 12,208.20	$12,189.36	$ 146,272.32
1.2	Cloud Instance Upgrade - L to 2XL (Price per month; 12 month minimum purchase)12 month period of performance2 instancesStart Date: 08/01/2026End Date: 07/31/2027	12	$3,179.27	$ 38,151.24	$38,092.44	$ 457,109.28
1.3	HIPAA Compliance (Monthly Fee)Start Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$1.00	$ 12.00
1.4	100GB of Storage added to an existing Cloud Instance (Price per month; 12 month minimum purchase)12 month period of performance7 unitsStart Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$1.00	$ 12.00
1.5	Initial Advanced Base Production CloudxLarge Instance HA	12	$0.01	$ 0.12	$1.00	$ 12.00
1.6	Initial Base Non-Production Cloud Large Instance - Large non-production instance of the Cloud Offer12 month period of performance2 instancesStart Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$1.00	$ 12.00
1.7	Appian Unauthenticated Portals (12 Month)Start Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$1.00	$ 12.00
1.8	Appian RPA - Included 25 Bots (12 Month)Start Date: 08/01/2026End Date: 07/31/2027	12	$0.01	$ 0.12	$1.00	$ 12.00
1.9	Cloud - Appian Cloud Support, Hight Availability1 year period of performanceStart Date: 08/01/2026End Date: 07/31/2027	12	$5,240.76	$ 62,889.12	$62,855.64	$ 754,267.68
1.10	Cloud Instance Upgrade - 2XL to 4XL (Price per month; 12 month minimum purchase)Start Date: 08/01/2026End Date: 07/31/2027	12	$1,427.76	$ 17,133.12	$17,106.60	$ 205,279.20
1.11	An Enterprise User Cloud License grants the right to use the software to one, specific named user in for the duration of the term. (Price per month; 12 month minimum purchase)12 month period of performance298 usersStart Date: 08/01/2026End Date: 07/31/2027	12	$29,086.53	$ 349,038.36	$348,851.88	$ 4,186,222.56

No Bids: Googoz.com, Inc., 3-C Technology, Inc., Hypertec USA, Inc., Cerris Builders Inc., TD Industries, Capitol Secure Systems LLC

INFORMATION TECHNOLOGY
Empowering Innovation
Driving Excellence

Chief Information & Artificial Intelligence Officer
André Mendes

Chief Administrative Officer
Cecilia Webb

Chief Information Security Officer
Russell Scott

Deputy CIO Cloud, Infrastructure & Operations
Anthony Jackson

Deputy CIO Enterprise Applications
Michael Webb

Assistant CIO Governance
Adepeju Ajunwon

Assistant CIO Organizational Change Management & Support Services
Carolyn J. Bogan

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5/11/2026

Kehinde Olugbile
Senior Buyer
100 E. Weatherford Street, Suite 303
Fort Worth, Texas 76196

Re: F2026103– Annual Contract for Appian Cloud Hosting and Licenses

Dear Ms. Olugbile:

After evaluation of the information provided in the responses, Tarrant County Information Technology Department recommends award of Bid F2026103 to Software Information Resource.

Very sincerely,

Michael Webb (05/11/2026 09:01:48 CDT)

Mike Webb
Deputy CIO Enterprise Applications

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026103 - Annual Contract for Appian Cloud Hosting and Licenses - Information Technology - Software Information Resource Corp - Per Unit Price

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No__√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No__√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 6
Department: Purchasing	**Prepared By:** Elizabeth Callarman	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026104 - Purchase of Cutter, Creaser, Folding Unit and Annual Maintenance - Facilities Management - Ubeo Business Solutions - Per Unit Price

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2026104, Purchase of Cutter, Creaser, Folding Unit and Annual Maintenance, for Facilities Management, to Ubeo Business Solutions at the per unit price.

BACKGROUND

Notice of the County's intent to bid was advertised in a local newspaper, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One thousand three hundred and sixty-two (1,362) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on May 4, 2026 was attended by one (1) vendor as well as representatives from Facilities Management and Purchasing. Five (5) bids and eight (8) no-bids were received.

The bid submitted by Toshiba Business Solutions failed to meet the required specifications, as quoted equipment did not include the required folding unit. The bid submitted by Dream Ranch Supply & Procurement Group was deemed non-responsive due to the absence of the required manufacturer's model and item number.

The low bid received from Ubeo Business Solutions meets all specifications and is acceptable to Facilities Management.

The term of the contract is twelve (12) months, effective June 10, 2026.

Subject to continued funding by the Commissioners Court, this agreement shall automatically renew June 10, 2027, hereafter for one (1) twelve (12) month period ending on June 10, 2028, unless sooner terminated by either party as provided herein.

The purpose of this purchase is to replace the Baum Ultrafold floor-model folder 714XE, which was acquired in 1997 and has reached the end of its service life after 27 years of continuous operation. Approximately, one-third of the department's jobs require folding, creasing, cutting or perforating, and the current machine's reduced reliability has created operational inefficiencies. The replacement folding system will restore dependable functionality, improve accuracy and processing speed, and ensure continued support for the department's workload.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that Bid No. F2026104, Purchase of Cutter, Creaser, Folding Unit and Annual Maintenance, be awarded to Ubeo Business Solutions, at the per unit price.

FISCAL IMPACT

Funding in the amount of $91,588.00 is available in account 45100-2026 Non-Debt Capital/1860300000 Facilities Graphics/540000 Capital Outlay. Year Two funding will be requested in future budgets.

Attachments

F2026104 backup.pdf

Bid No. F2026104 Purchase of Cutter, Creaser, Folding Unit and Annual Maintenance

				AWARD					
				Ubeo Business Solutions **Grapevine, TX** **HUB- No**		Zeno Digital Solutions Farmers Branch, TX HUB- No		Knight Office Solutions, Inc. San Antonio, TX HUB- No	
				Total Price **$91,588.00**		Total Price $97,785.23		Total Price $115,370.24	
Line#	Description	QTY	UOM	Item Quoted		Item Quoted		Item Quoted	
1	Duplo DC-618 Slitter, Cutter, Creaser or approved equivalent	1	EA	**Duplo DC-618**		Duplo DC-618		Duplo DC-618	
				Unit	Extended	Unit	Extended	Unit	Extended
1.1	Setup (site survey, rigging, delivery & installation	1	EA	**$75,570.00**	**$75,570.00**	$85,790.01	$85,790.01	$88,748.24	$88,748.24
1.2	Training (in-person training required) documentation and reference manuals	1	EA	**$6,210.00**	**$6,210.00**	$0.00	$0.00	$0.00	$0.00
1.3	Maintenance Agreement Price fixed for 24 months	1	EA	**$8,808.00**	**$8,808.00**	$11,995.22	$11,995.22	$26,622.00	$26,622.00

Bid No. F2026104 Purchase of Cutter, Creaser, Folding Unit and Annual Maintenance

				Toshiba Business Solutions Farmers Branch, TX HUB- No		Dream Ranch Supply & Procurement Group Krum, TX HUB- Yes	
				Total Price $32,750.00*		Total Price $75,390.00*	
Line#	Description	QTY	UOM	Item Quoted		Item Quoted	
1	Duplo DC-618 Slitter, Cutter, Creaser or approved equivalent	1	EA	Formax Atlas Trio15		No response	
				Unit	Extended	Unit	Extended
1.1	Setup (site survey, rigging, delivery & installation	1	EA	$27,950.00	$27,950.00	$62,825.00	$62,825.00
1.2	Training (in-person training required) documentation and reference manuals	1	EA	$0.00	$0.00	$3,141.25	$3,141.25
1.3	Maintenance Agreement Price fixed for 24 months	1	EA	$4,800.00	$4,800.00	$9,423.75	$9,423.75

Note: No-bids received from GOOGOZ.com, Inc., Gandy Ink, Southwest Binding & Laminating, TDIndustries, Inc., Archive Supplies, Inc., American Solutions for Business, Cerris Builders, and Lakeshore Learning Materials, LLC.
*Toshiba Business Solutions failed to meet the required specifications, as quoted equipment did not include the required folding unit. Dream Ranch Supply & Procurement Group was deemed non-responsive due to absence of required manufacturer's model and item number.

TARRANT COUNTY
DEPARTMENT OF FACILITIES MANAGEMENT

To: Elizabeth Callarman

From: Robert Carter Jr., Assistant Director of Support Services

Date: 05/21/2026

RE: F2026104 - Purchase of Cutter, Creaser, Folding Unit and Annual Maintenance

Tarrant County Facilities Management recommends accepting the bid from Ubeo Business Solutions for the purchase of the Duplo DC-618 Cutter, Creaser, and Folding Unit to be located in the Graphics and Printing facility.

A review of the bid package was conducted to verify the scope of product and maintenance services. We have determined that the bid from Ubeo Business Solutions meets the listed requirements.

It is in our determination that it is in the best interest of Tarrant County to accept the bid from Ubeo Business Solutions and that they will meet our expectations.

5.21.26

Robert Carter Jr.
Assistant Director of Support Services
Tarrant County Facilities Management

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026104 - Purchase of Cutter, Creaser, Folding Unit and Annual Maintenance - Facilities Management - Ubeo Business Solutions - Per Unit Price

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1
Department: Purchasing	**Prepared By:** Emily Salter, CPPB	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Consideration of Contract for SAP License Upgrade to S4 HANA - Information Technology - SAP America, Inc.

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider a contract for SAP License Upgrade to S4 HANA, for Information Technology, with SAP America, Inc. and approve contract.

BACKGROUND

This contract is to upgrade our current, older R3 SAP Enterprise Resource Planning (ERP) system to S4 HANA. Mainstream support for R3 will end on December 31, 2027. This upgrade will provide improved interface and user experience, provide operational savings, and mitigate risks and costs of a deprecated platform.

Contract is on file with Purchasing. Vendor has asserted contract contents are proprietary and confidential, but a copy will be distributed for Court member inspection and review.

The District Attorney's Office reviewed the contract as to form.

FISCAL IMPACT

Funding in the amount of $2,194,561.25 is available in account 45400-2026 Capital Improvement Fund/1810110000 Information Technology/540000 Capital. Additional annual amounts will be requested in the following future budgets:

FY27	$2,289,826.20
FY28	$2,289,826.20
FY29	$2,434,931.37
FY30	$2,434,931.37

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 33
Department: Purchasing	**Prepared By:** Kehinde Olugbile	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Consideration of Cooperative for Euna Budget Solutions - Sourcewell Contract #060624-GTH - Budget and Risk Management - Euna Solutions, Inc. - Per Discount from List Price

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider use of cooperative for Euna Budget Pro Software, utilizing Sourcewell Contract #060624-GTH, for Budget and Risk Management, with Euna Solutions, Inc. at the per discount from list price.

BACKGROUND

Sourcewell vendor, Euna Solutions, Inc., was contacted and requested to submit pricing for Euna Budget Pro Software under Sourcewell Contract #060624-GTH.

The purpose of this contract is to implement a comprehensive budgeting system that will modernize how Tarrant County plans, manages, and reports its financial activities. The services will include system configuration, data migration, integration, training, and project management. Through this agreement, Tarrant County secures a fully configured, supported, and operational budgeting solution aligned with its organizational, financial, and transparency requirements.

Euna Solutions, Inc. offers the services through Sourcewell Contract #060624-GTH.

Sourcewell Contract #060624-GTH expires October 25, 2028.

Sourcewell's cooperative contracts program is open for state and local government in accordance with Texas Government Code Title 10, Subtitle B, Chapter 2054, Subchapter A, Section 2054.0565, Use of Contracts by Other Entities, "(a) The department may include terms in a procurement contract entered into by the department, including a contract entered into under Section 2157.068, that allow the contract to be used by another state agency, a political subdivision of this state, a governmental entity of another state, or an assistance organization as defined by Section 2175.001. (b) A political subdivision that purchases an item or service using a contract under this section satisfies any other law requiring the political subdivision to seek competitive bids for that item or service".

The contract is attached for approval and signature. The District Attorney's Office reviewed this contract as to form.

FISCAL IMPACT

Funding in the amount of $328,250.00 is available in account 45400-2026 Capital Improvement Fund/1810110000 Information Technology/540000 Capital. Future funding will be requested in the FY 2027 and FY 2028 budgets for annual subscription fees of $184,855.00 for Year 2 and $190,431.55 for Year 3 of the contract.

PASSED AND APPROVED on June 9, 2026.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

_____
District Attorney's Office*

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

Attachments

Addendum to Sourcewell Contract_Euna Budget Pro Software - FINAL - SIGNED.pdf

Addendum to Sourcewell Contract #060624-GTH

THIS ADDENDUM (the "Addendum") is between Tarrant County, at Texas political subdivision ("Participating Entity") and **Euna Solutions, Inc.** ("Supplier") and is effective as of 6/9/26 ("Effective Date").

WHEREAS, Supplier is a party to the Contract dated November 26, 2024 between Sourcewell and Supplier known as Sourcewell Contract #060624-GTH (as amended from time to time, the "Sourcewell Contract"); and

WHEREAS, Participating Entity is purchasing Products (as defined in the Sourcewell Contract) from Supplier under such contract; and

WHEREAS, Supplier has provided Participating Entity with that certain Order Form attached hereto as **Exhibit A** (the "Order Form") for the Products; and

WHEREAS, Supplier has provided Participating Entity with that certain Statement of Work attached hereto as **Exhibit B** (the "Statement of Work") for the Products; and

WHEREAS, the parties agree that, except as set forth in this Addendum, the Sourcewell Contract is unaffected and shall continue in full force and effect in accordance with its terms;

NOW, THEREFORE, in consideration of the promises stated herein, and other good and valuable consideration the sufficiency and receipt of which is hereby acknowledged, the parties agree as follows:

1. Governing Terms. The Sourcewell Contract and this Addendum, and not any terms and conditions referenced in the Order Form or Statement of Work, shall govern this purchase.

2. Entire Agreement. This Addendum, together with the Order Form, Statement of Work, and the Sourcewell Contract (collectively, the "Agreement") contains the entire agreement between the parties relating to the subject matter herein and all prior proposals, discussions and writings by and among the parties and relating to the subject matter herein are superseded hereby and thereby. In the event of conflict between this Addendum and the Order Form/Statement of Work or Sourcewell Contract, and notwithstanding anything to the contrary stated or contained in any of the foregoing documents, the terms of this Addendum shall control.

3. Governing Law, Jurisdiction, and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its laws relating to conflicts of law. Any legal action arising out of or relating to this Agreement shall be brought only in the state or federal courts located in Tarrant County, Texas, and the parties irrevocably consent to the jurisdiction of and venue in such courts with respect thereto.

4. Payment Terms. Participating Entity will make payment within thirty (30) days as required by Texas Government Code Section Sec. 2251.021(a). The Participating Entity shall pay Supplier interest on all overdue payments at the statutory interest rate set forth in Texas Government Code Sec. 2251.025. As required by Texas Government Code Sec. 2251.043, the Participating Entity shall reimburse Supplier for its reasonable attorney fees if Supplier is the prevailing party in a formal administrative or judicial action against the Participating Entity to collect an invoice payment or interest that is due.

5. Budgetary Limitations. Supplier acknowledges and agrees that Participating Entity is a governmental entity and, as such, is subject to an annual budgetary process and the limitation and restrictions of fiscal funding. Notwithstanding any other provision herein, if and to the extent the obligations of this Agreement, either in its initial term or in any automatically or otherwise renewed term, should continue over into the Participating Entity's subsequent fiscal years following that fiscal year when this Agreement was executed and funds are not appropriated or budgeted for this Agreement and completion of the term in question, the Participating Entity may terminate this Agreement without penalty and shall

have no further obligation or liabilities hereunder. However, if the Agreement is terminated pursuant to the terms above, Participating Entity agrees to pay for fees and charges incurred as of the termination date.

6. Tax Exemption. Pursuant to Texas Tax Code Sec. 151.310(2), Participating Entity is exempt from the assessment of state sales, use and excise taxes. Participating Entity shall provide evidence of tax-exempt status to Supplier upon request.

7. Texas Public Information Act. Participating Entity advises Supplier that Participating Entity is a governmental body under Chapter 552 of the Texas Government Code and that certain information that is collected, assembled, or maintained in connection with the transaction of official business by a governmental body is considered public information potentially subject to disclosure pursuant to a valid Texas Public Information Act ("TPIA") request. Supplier's confidential information, including trade secrets, certain financial information, and proprietary information may be subject to an exception to disclosure under Chapter 552 of the Texas Government Code, Subchapter C. If a TPIA request is made on Participating Entity to disclose Supplier information that may be subject to an exception from disclosure, Participating Entity will (i) promptly notify Supplier of such request for disclosure, and (ii) decline to release such information and file a written request with the Texas Attorney General's office seeking a determination as to whether such information may be withheld.

8. Chapters 2271, 2252, 2274, and 2276 Texas Government Code Verification.

(a) *Boycott of Israel Prohibited*. In compliance with Section 2271.001 et seq. of the Texas Government Code, Supplier verifies that neither it nor any of its affiliates currently boycott Israel and neither it nor any of its affiliates will boycott Israel during the term of this Agreement. "Boycott Israel" is defined in Section 808.001(1) of the Texas Government Code.

(b) *Scrutinized Business Operations Prohibited*. In compliance with Section 2252.151 et seq. of the Texas Government Code, Supplier warrants and represents that: (1) neither Supplier nor any of its affiliates engages in scrutinized business operations in Sudan; (2) neither Supplier nor any of its affiliates engages in scrutinized business operations in Iran; and (3) neither Supplier nor any of its affiliates engages in scrutinized business operations with designated foreign terrorist organizations. "Scrutinized business operations in Sudan" is defined in Section 2270.0052 of the Texas Government Code. "Scrutinized business operations in Iran" is defined in Section 2270.0102 of the Texas Government Code. "Scrutinized business operations with designated foreign terrorist organizations" is defined in Section 2270.0152 of the Texas Government Code. Supplier further represents and warrants that neither Supplier nor any of its affiliates appears on any of the Texas Comptroller's Scrutinized Companies Lists.

(c) *Discrimination against Firearm Entities or Firearm Trade Associations Prohibited*. In compliance with Section 2274.002 of the Texas Government Code, Supplier verifies that neither it nor any of its affiliates have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and neither it nor any of its affiliates will discriminate during the term of the Agreement against a firearm entity or firearm trade association. "Discriminate against a firearm entity or firearm trade association" is defined in Section 2274.001(3).

(d) *Boycott of Certain Energy Companies Prohibited*. In compliance with Section 2276.002 of the Texas Government Code, Supplier verifies that neither it nor any of its affiliates currently boycott energy companies and neither it nor any of its affiliates will boycott energy companies during the term of the Agreement. "Boycott energy company" is defined in Section 809.001(1) of the Texas Government Code.

9. Indemnification. Notwithstanding any other provision in the Agreement, Participating Entity's obligation hereunder to indemnify and hold harmless Supplier is only to the extent permitted by the laws and Constitution of the State of Texas, and only to the extent the Texas Legislature waives Participating Entity's existing immunity. Nothing in this indemnification provision requires that the Participating Entity incur any debt, assess or collect funds, or create a sinking fund.

10. Breach Notification.

(a) For purposes of this Agreement, an "Information Security Incident" includes any event involving unauthorized access, use, disclosure, modification, destruction, loss, or compromise of data; any security breach; any material deviation from required security controls; or any other event reasonably believed to pose a security risk to Participating Entity information or systems.

(b) Supplier agrees that upon the discovery of any Information Security Incident resulting in unauthorized access to Participating Entity's data, Supplier shall notify Participating Entity both orally and in writing. In no event shall the notification be made more than forty-eight (48) hours after Supplier knows or reasonably suspect an Information Security Incident has or may have occurred. Supplier shall notify Participating Entity of any breaches related to third party vendors they use within forty-eight (48) hours, whether or not they believe themselves affected.

(c) Supplier's notification shall, to the extent known at the time, include:

i. A general description of the incident

ii. The date and time of detection

iii. The nature and scope of affected systems, data, or accounts

iv. The steps taken or planned to contain, investigate, and remediate the incident

(d) Supplier shall cooperate fully with Participating Entity in the investigation, containment, and remediation of any such incident, including providing timely updates and access to relevant records, personnel, and systems as reasonably required.

(e) Notification shall be directed to Participating Entity's designated Information Security Contact identified in this Agreement.

11. Sovereign Immunity. THIS AGREEMENT IS EXPRESSLY MADE SUBJECT TO PARTICIPATING ENTITY'S SOVEREIGN IMMUNITY, TITLE 5 OF THE TEXAS CIVIL PRACTICES AND REMEDIES CODE, AND ALL APPLICABLE FEDERAL AND STATE LAW. THE PARTIES EXPRESSLY AGREE THAT NO PROVISION OF THIS AGREEMENT IS IN ANY WAY INTENDED TO CONSTITUTE A WAIVER OF ANY IMMUNITIES FROM SUIT OR FROM LIABILITY THAT THE PARTICIPATING ENTITY HAS BY OPERATION OF LAW. NOTHING IN THIS AGREEMENT IS INTENDED TO BENEFIT ANY THIRD PARTY BENEFICIARY.

12. Compliance with Law. In providing the services required by this Agreement, Supplier must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. Supplier shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

13. Form 1295 Certificate of Interested Parties. Supplier acknowledges and agrees that it has fully, accurately, and completely disclosed all interested parties in the Form 1295 electronically filed with the Texas Ethics Commission, at https://www.ethics.state.tx.us/filinginfo/1295/, as required by law, and that the attached signed copy attached as Exhibit C is a full and true copy of said filed form.

14. Execution of Agreement. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this Agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the duly authorized representatives of the parties hereto have executed this Addendum effective as of the date indicated above.

Euna Solutions, Inc.

By: Wes Van de Polder

Name: Wes Van de Polder

Title: VP, Regional Sales

Date: June 3, 2026

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

CERTIFICATION OF FUNDS IN THE AMOUNT OF $_____

By: Separate Electronic Signature Page
Kimberly Buchanan
County Auditor

Addendum to Sourcewell contract 05192026.docx

EXHIBIT A
Order Form

Consisting of the following pages **6** through **8**

Euna Solutions, Inc. (USA)
1155 Perimeter Center W, Unit 500
Sandy Springs, GA 30338

Euna Order Form

Prepared for:

Tarrant County
Fort Worth, TX 76102
United States

Sourcewell Member #: 60986

Prepared by:

Euna Solutions, Inc.
Russell Bews
russell.bews@eunasolutions.com

This purchase is made in accordance with:
Sourcewell #060624-GTH cooperative contract

PRICE QUOTE

Quote Expiry Date: September 30, 2026

Subscription Term: 3 years

Annual Subscriptions			
Euna Budget Pro Software Framework (Includes software, maintenenace, support, & hosting)	**Quantity**	**List Price**	**Customer Price**
Operating Module	Unlimited		
Personnel Module	Unlimited		
Capital Module	Unlimited		
Strategic Budgeting	Included		
Performance Measures	Included		
OpenBook Transparency	Included		
Budget Book Studio	Included		
	Recurring Annual Fees:	~~$244,500.00~~	$179,500.00

One-Time Professional Services			
Euna Budget Pro Implementation Services (Per Statement of Work)	**Quantity**	**List Price**	**Price**
Design, Planning, Analysis, Project Management, Installation, Data Load & Verify, Training, IT Services, Integrations, SSO, etc.	Included		
	Non-Recurring Fees:	~~$175,000.00~~	$148,750.00
	Year 1 Total:	~~$419,500.00~~	$328,250.00

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Euna Solutions, Inc. (USA)
1155 Perimeter Center W, Unit 500
Sandy Springs, GA 30338

ORDER NOTES

Fees By Year:

- Year 1 – $328,250.00
- Year 2 – $184,855.00
- Year 3 – $190,431.55
- Total Contract Value – $703,566.55

Terms of Payment:

- Annual Subscriptions
  - Annual subscription begins on acceptance date
  - Due 100% upon Order Form Acceptance Date (Net 30) and annually in advance for future years
- One-Time Services
  - 25% invoiced upon Tarrant County written acceptance that software installation is complete
  - 25% invoiced upon Tarrant County written acceptance that historical Operating budget is available for validation
  - 25% invoiced upon Tarrant County written acceptance that Operating actuals import integration configuration created and tested
  - 20% invoiced upon Tarrant County written acceptance that training the trainer is complete
  - 5% invoiced upon Tarrant County written acceptance on Go Live

Note: Estimated services for integrating with upgraded SAP Financials/HR systems in the future is $41,850.00

Estimate is contingent on the County continuing to use existing Chart of Account Structure

- Operating – Budget Export, Amended Budget Export, Actuals Import
- Personnel – HR Data Sync, Payroll Actuals Import
- Capital – Budget Export, Amended Budget Export, Actuals Import

Note: $5,100 per onsite PM or Training visit as needed (maximum 1-3 consecutive days)

ACCEPTANCE

TARRANT COUNTY, TX

Signature: _____

Name: _____

Title: _____

Acceptance Date: _____

EXHIBIT B
Statement of Work

Consisting of the following pages **10** through **34**

Statement of Work

Prepared for: Tarrant County

Project Name: Tarrant County TX | EBP



1. Introduction & Purpose

This Statement of Work ("SOW") is entered into and by Euna Solutions ("Euna") and **Tarrant County** ("the County"). This SOW is issued under, and fully incorporates, the terms and conditions set out in **Order Form** and any associated legal terms as previously agreed between Euna and the County. All services and transactions provided through this SOW will follow the terms of this SOW, and the terms and conditions set out in Order Form, together referred to as (the "Agreement"), and any related purchase order (PO). If there is any conflict between this SOW and the Agreement, the Agreement will take precedence.

1.1 Purpose

The purpose of this SOW is to outline the functional and implementation scope, services, responsibilities, period of performance, and terms of engagement for the deployment of **Euna Budget** (the "Solution") for the County.

1.2 Organizational Scope

At the organizational level, Euna and the County commit to a collaborative partnership throughout the implementation. Both parties will designate primary points of contact to facilitate communication, align objectives, and address issues efficiently throughout the project lifecycle.

Mutual obligations include transparent sharing of information, timely feedback, and active engagement in key decision-making milestones. Euna will coordinate all implementation activities, ensure project status reporting, and deliver professional services to configure, integrate, and support the Solution. The County will provide access to relevant resources, subject matter experts, and data as required to enable successful deployment and adoption.

All parties are expected to operate in good faith, upholding agreed-upon standards for responsiveness and availability, with a shared commitment to the overall project timeline and quality objectives. These high-level organizational responsibilities set the foundation for more detailed roles and expectations, as outlined in subsequent sections of this SOW.

1.3 Period of Performance

Euna and the County agree to work in good faith to execute according to the mutually defined project timeline, which is developed during the discovery phase, and the agreed upon scope of work in order to achieve project milestones and deliverables. Euna and the County acknowledge that the achievement of milestones, deliverables, and any planned Go-Live date is dependent upon mutual cooperation and the fulfillment of agreed responsibilities. Adjustments to the timeline or scope may be made, as reasonably required, through the agreed upon change management process. Any extension of the Period of Performance must be documented through a mutually executed Change Order or Amendment.

1.3.1 Expiration of Services

Unless otherwise agreed in writing by both parties, the obligation of Euna to provide professional services under this SOW will automatically expire upon the earlier of:

- Completion of the services described in this SOW; or
- Twelve (12) months from the Effective Date of the applicable Order Form

If the Services are not completed within the initial services period, the parties may extend the period of

performance by mutual written agreement through a Change Order or amendment. Any such extension may include revised timelines, assumptions, resource scheduling, and applicable fees based on the remaining scope of Services. Euna will consider reasonable extension requests in good faith, subject to resource availability and mutual agreement. Prior to executing any extension, Euna will provide County with a written summary of any revised fees, resource costs, or other cost impacts associated with the extended period of performance, and no such costs shall be binding on County unless and until both parties have executed a Change Order or amendment reflecting the agreed-upon terms. County's execution of such Change Order or amendment shall constitute acceptance of the revised timeline, scope assumptions, and any applicable cost adjustments set forth therein.

1.3.1 County Delay Charges

If Euna reasonably determines that a County-caused delay is likely to result in additional fees, schedule impacts, or resourcing inefficiencies, Euna will provide prompt written notice to County describing the cause of the delay and the anticipated impact. For purposes of this Section, a 'County-caused delay' means any delay in Euna's performance of its obligations caused by the County's act or omission, including without limitation: (i) failure to provide required data, documentation, approvals, resources, or system access by the dates specified in the mutually agreed Project Plan; (ii) failure to respond to any written request submitted by Euna within five (5) business days of receipt; or (iii) any other act, omission, or failure of the County that materially impairs Euna's ability to perform in accordance with the Project Plan. A County-caused delay shall toll Euna's performance obligations on a day-for-day basis for the duration of such delay, and any resulting schedule adjustments shall be documented through the Change Control Process set forth in Section 6 of this SOW.

Where County-caused delays result in additional costs, Euna will document such costs and present them to County through the applicable change control process. Any material changes to fees, timing, or scope arising from such delays will be subject to mutual written agreement via Change Order or amendment prior to invoicing. For the avoidance of doubt, Euna's obligation to continue performance shall not be conditioned on County's approval of any proposed Change Order, and Euna reserves the right to adjust project scheduling and resource allocation where County-caused delays materially impact Euna's ability to perform.

Such charges will be billed in accordance with Euna’s then-current professional services rate card and are in addition to the fixed or milestone fees described in this SOW. Delays caused by Euna will not trigger such charges.

2. Scope of Work

The scope of this engagement encompasses the implementation and enablement of one or more Euna software applications. The specific products to be implemented are detailed in the accompanying Order Form 00015247 and will determine the configuration and project structure that follows.

2.1 Project Scope Overview

Euna Budget Pro is a cloud-based software as a service (SaaS) solution hosted by Euna using Microsoft Azure. Euna Budget offers robust support for public sector budget formulation, including operating, personnel, and capital budgeting. Countys may also utilize forecasting tools, scenario planning modules, and amendment workflows to manage dynamic fiscal planning.

2.1.1 In Scope Overview

The following Euna Budget components and services are included in implementation of the Solution:

- Euna Budget Configuration & Shared Components
- Operating Module
- Personnel Planning & Budgeting Module
- Capital Module
- Performance Measures
- Transparency & Reporting
- County-Specific Work

Production System

As per hosting agreement, Euna will establish a single production instance of the Euna Budget system. Note that in addition to the hosted production system, the County must provide user workstation environments as follows:

- A web browser: supported browsers - Microsoft Edge, Firefox latest release, Chrome latest release
- Microsoft .NET Runtime 4.68 installed
- Microsoft Excel® 2007 or newer (if spreadsheet export/import feature is required, and/or saving reports as Excel is required)
- Microsoft Word® 2007 or newer (if scheduled reporting and/or saving reports as Word is required)
- Microsoft's freely available desktop version of Report Builder installed (if self-serve report authoring is required from browsers other than Internet Explorer or Edge) - note that Microsoft has rebranded this "Power BI Report Builder"

Sandbox System

A single sandbox environment is hosted for the County's development/test/QA/training needs. It is refreshed on demand by administrative users from within the application and is a clone of the production database. Integrations are not enabled by default and single sign-on (SSO) may need to be configured for sandboxes. Any additional in scope sandbox environments will be included in the Detailed Scope of Work in Section 2.2.

Project Management & Analysis

The scope includes overhead of project management and analysis. Euna will assign an implementation manager (PM) to lead this implementation on Euna's behalf. The role and responsibility of the PM is to ensure that the product is implemented according to this SOW. The project management approach and roles and responsibilities associated with this SOW are outlined in more detail in Sections 3 and 4, respectively.

The time allocated to project management is estimated **at 35 weeks** contiguous from project kickoff. Any additional, customer-specific, weeks of project management that are in scope will be included in Section 2.2 scope tables below. Where delays are not on the part of Euna Solutions, additional project management and analysis beyond this limit may be billable at Euna Solutions' standard services rate.

Data Loading

The County can use the software's user interface or Euna Budget's Microsoft Excel export/import feature to further amend and maintain data, or to load data where this is a County task. For example, where Euna's work to load prior year data may be limited to a specific number of years in order to

reduce implementation cost, there is no system limit to the number of prior years that the County can load using The Solution's export/import feature.

Standard Entities and Data Structures

The Euna Budget system is a relational database built on a standard data model. Using the system's user interface, this data model may be enhanced to mirror the County's data structures, notably the chart of accounts that is unique to the County's institution. While all of the standard tables ('entities') must be retained, the following points are held to be true:

- Any of the standard entities may be renamed to match the County's terminology
- Out-of-the-box entities may be ignored, or in some cases filled with place-holder data, if not useful
- There is a defined, immutable, relationship between certain entities - for example Costing Centers (Operating) and Projects (Capital) roll up to a single Department, each in turn rolling up to a single Division
- The General Ledger (GL) Account/Account Category, Division/Department, Fund Category/Fund, and Asset Category/Asset Type structures must be consistent across all years and across the modules (Operating, Personnel, Capital, Financial Statements, and Performance)
- GL Account Categories must be categorized as containing either a revenue or expenditure account (accommodation is made for other account types in the Financial Statements module)
- Euna Budget enacts data integrity through the use of relational data structures. Data structures which do not follow accepted data principles (for example, re-using GL Accounts/Object Codes to mean different things to different Departments) can typically be accommodated but is not guaranteed and such accommodation can extend the import timeframe

A list of the standard entities and their relationship is available upon request.

Application-Level Security

Euna will assist the County in determining how and when to use the various security levels available within Euna Budget. The County will be responsible for configuring roles, uploading users and assigning them to groups and roles.

Standard Reports

Provision of Euna Budget's standard reports. These reports are provided as-is and may not fully address the County's specific reporting requirements.

Administrator Authored Reporting

Euna Budget's reporting infrastructure allows users to create ad-hoc views which can be used as datasets when using Report Builder 3.0 for administrator authored reporting; as the data source for dashboard widgets; and as part of the ad-hoc analytics interface. Each ad-hoc view requires a base "entity" (database table), which can be one of Euna Budget's native data entities; a user configured entity; or a custom built "report entity" which consolidates the data from multiple entities and presents it to the ad-hoc view as a single entity ready to report on.

2.1.2 Out of Scope

Any product or service not explicitly listed in Section 2.2 below is considered out of scope. Additionally, the following items are out of scope including but not limited to:

- Major redesign of Chart of Accounts
- Development of non-standard integrations not listed in this SOW
- Data cleanup or reformatting of historical data

2.2 Detailed Scope of Work

The following Euna Budget components and services are included in this SOW.

Euna Budget Configuration & Shared Components	Description
Business Process Management - Essentials	Euna will facilitate a review of: - The budget process for both the operating and capital budgets - The chart of accounts - Personnel planning and budgeting - Reporting requirements This process will require the participation of stakeholders in group workshops and may include one-on-one workshops. Budget Process End to end review, including high level descriptions of the tasks performed, the timing of these tasks, and dependencies. Euna Solutions will facilitate a design of the budget process as it relates to the Euna Budget system being implemented, seeking opportunities for improvement. This output will be documentation of: - Budget process stages - What happens in each stage - Input, outputs, and participants in each stage - Stage permission requirements Chart of Accounts Determine the data model, including the COA, roll-ups (whether part of the GL or not), and other budgetary fields of data. Complete field mapping and prototyping in Euna Budget. Personnel Budgeting Review and refine personnel budgeting process and data. To include common personnel budget issues including vacant positions, overtime, benefits, allowances, and statutory deductions. Reporting Requirements Ensure reporting is supported by the data model. Identify reports in three primary groups: those required for developing budget, those required for managing budget, and those disseminating for information “up and out” (management and public. Reporting can be through traditional print reports, saved searches, dashboards, smart reports, and OpenBook. The County will assume responsibility for maintaining all process documents after hand-off. Includes: - Workshops, to a maximum of 1 half day session or equivalent - Gap document describing Euna Solutions' understanding of gaps, options for filling the gaps, selected option (where one has been identified).

Euna Budget Configuration & Shared Components	Description
Single Sign-On	Configure production instance of Euna Budget to use the County's existing Windows, LDAP, CAS, Google, or SAML Authentication, for user logon. Euna is not responsible for software and configuration changes required to make it authenticate with non-standard implementations of authentication protocols.

Operating Module	Description
Operating Budgeting Implementation - Full Service	Configuration and data import of the following Euna Budget standard data structures, using data supplied by the County in Excel® workbooks provided by Euna: - Division/Department hierarchy - Fund categories and funds - Account categories and expense and revenue GL accounts - Statistical account categories and statistical accounts - Other Chart of Account segment values - Performance Measure units Import the current/future Operating budget from data import workbooks. Create dollar budget line items at the chart of account level by Costing Center. Euna Solutions will import the most recent budget with 1 year of future forecast data. Euna will repeat the import once to accommodate a refresh prior to go live. Import 2 prior years' Operating budgets. All prior years must have a chart of account structure that is the same as, or a subset of, the initial budget. Only the amended OR the approved budget will be imported in each of these prior years. Importing actuals transactions is a customer task to add manually or with an automated integration. The implementation of this module includes 1 point of integration for importing the Operating actual costs from the County's general ledger to Euna Budget operating module at a transaction level on a daily basis when automatically scheduled, and/or on demand. The implementation of this module also includes 1 point of integration for exporting the Operating module budget data from Euna Budget to the County's general ledger at the approved budget object/costing center level when invoked by a user. Euna will load the agreed data once and provide error/validation reports; additional loads or corrections outside scope may require a change order. The Euna PM is not responsible for cleaning data and will not repeatedly load data in order to repair issues and/or add missing information. The implementation of this module includes one training session for training trainers, advanced users and application administrators in the features and use of the Operating module.

Operating Module	Description
Strategic Budgeting Feature Configuration - Pro	Configuration to include strategic plans within the County's budgets. The implementation includes: - Configuration of the system after deployment of the package - Strategic Plan PowerPoint Presentation - Additional configuration of the system including 2 custom dashboards and 4 custom layouts - Strategic plan data import workbooks - Strategic plan training
Amended Budget Export (Operating)	Automated facility to transfer individual approved amendments to the Operating module budget data, from Euna Budget to the County's ERP general ledger, or the other direction as required. This interface is required only in the case where the County requires the amended budget to be synchronized between the two systems and where the general ledger cannot be updated by re-running the full export provided in the included "Budget Export" integration. Euna will create no more than 1 point of integration for the operating budget amendments.

Personnel Planning & Budgeting Module	Description
Personnel Budgeting Implementation - Full Service	Configuration and data import of standard Euna Budget Personnel data structures, using data supplied by the County in Excel® workbooks provided by Euna. At a minimum, the files will contain the data necessary to: - Create positions - Create salary grades - Create salary grade steps - Create modifiers (benefits) - Create employees - Allocate employees to positions - Allocate positions to costing centers For the purpose of the above, the definitions of positions, grades, grade steps, employees and modifiers shall be those found in the Euna Budget Personnel manual. The relationships between them shall be those currently supported by Euna Budget and described in the Euna Budget Manual. Import of Positions & Employees, Grades & Scales and Position Costing is in scope. Creation of Benefits (Modifiers) to generate supplementary personnel costs such as benefits, allowances and insurance is a County task. Euna will load the agreed data once and provide error/validation reports; additional loads or corrections outside scope may require a change order. The Euna PM is not responsible for cleaning data and will not repeatedly load data in order to repair issues and/or add missing information.

Personnel Planning & Budgeting Module	Description
	The implementation of this module includes one training session for training trainers, advanced users and application administrators in the features and use of the Personnel module.
HR Data Sync (Personnel)	Automated facility to synchronize Personnel data between Euna Budget and the County's HR or payroll system. This integration synchronizes: - New, deleted, and updated employees - New, deleted, and updated positions - Changes in employee-position relationships - Changes in position-costing centre relationships The integration of profiles (bargaining units), grades, steps, pay scales and benefits shall not be included unless expressly referred to in the "County-Specific Work" section of this Scope of Work. Notwithstanding responses to Requests for Proposals or other communications between Euna Solutions and the County, the integration of custom chart field items is not included unless expressly set out in the "County-Specific Work" section of this Scope of Work. Euna Solutions will create no more than one integration for Employees, one for Positions, and one for Position Allocations.
Payroll Actuals Import (Personnel)	Automated facility to transfer actual payroll transactions at the employee/position detail level from the County's HR or payroll system to the Euna Budget Operating module; automatically scheduled, and/or on demand. This data may be used to replace existing GL Actuals with payroll detail or may be stored in a separate table. Notwithstanding items expressly referenced in the "County-Specific Work" section of this Scope of Work; and/or other communications between Euna and the County to the contrary, standard limitations of this integration include, but are not limited to, the following points: - Each distinct data source and/or output file is one point of integration - A user interface will be created for the selective import of sections of the budget within two date ranges, no other criteria will be available - Data in each integration point will either replace all GL actuals in the personnel GL account category or be written to a custom entity created to store the payroll actuals, but not both Euna will create no more than 1 point of integration for the payroll actuals.

Capital Module	Description
Capital Budgeting Implementation - Full Service	Configuration and data import of the following Euna Budget standard data structures, using data supplied by the County in Excel® workbooks provided by Euna, if not already done as part of the Operating Module implementation: - Division/Department hierarchy - Fund categories and funds

Capital Module	Description
	- Account categories and expense and revenue GL accounts - Statistical account categories and statistical accounts - Other Chart of Account segment values Configuration and data import of standard Euna Budget Capital data structures, using data supplied by the County in Excel® workbooks provided by Euna. At a minimum, the files will contain the data necessary to: - Create Projects (including closed projects where historical budget is to be loaded) - Add Projects to Departments consistent with, and shared by, the Operating budget module - Define Project Promotion Stages The configuration data may optionally contain data necessary to: - Define Asset Categories & Asset Types - Define Project Regions - Define a Single Set of Project Ranking Metrics Import the current/future capital budget from data import workbooks. Create dollar budget line items with GL Accounts and Funds by Project. Import up to two prior years' capital budgets. All prior years must have a chart of account structure that is the same or a subset of the initial budget. Only the amended OR the approved budget will be imported in each of these prior years. Importing Capital actuals transactions from data import workbooks is a customer task or can be done via integration. The implementation of this module includes 1 point of integration for importing the Capital actual costs from the County's general ledger to Euna Budget capital module at a transaction level on a daily basis when automatically scheduled, and/or on demand. The implementation of this module also includes 1 point of integration for exporting the Capital module budget data from Euna Budget to the County's general ledger at the approved budget object/project level when invoked by a user. Euna will load the agreed data once and provide error/validation reports; additional loads or corrections outside scope may require a change order. The Euna PM is not responsible for cleaning data and will not repeatedly load data in order to repair issues and/or add missing information. The implementation of this module includes one training session for training trainers, advanced users and application administrators in the features and use of the Capital module.
Amended Budget Export (Capital)	Automated facility to transfer individual approved amendments to the Capital module budget data, from Euna Budget to the County’s ERP general ledger or project system, or the other direction as required. This interface is required only in the case where the County requires the amended budget to be synchronized between the two systems and where the general ledger cannot be updated by re-running the full export provided in the

Capital Module	Description
	included “Budget Export” integration. Euna will create no more than 1 point of integration for the capital project budget amendments. This interface is required only in the case where the County requires the amended budget to be synchronized between the two systems and where the general ledger cannot be updated by re-running the full export provided in the item in the “Budget Export” item above. Euna will create no more than 1 point of integration for the capital project budget amendments.

Performance Measures	Description
Performance Feature Configuration	Euna will, with the help of the County, determine and configure the Performance Measures Categories and Units, establishing those lookup values within the system. The implementation of this module includes access to a recorded training session for training trainers, advanced users and application administrators in the features and use of the Performance module.

Transparency & Reporting	Description
OpenBook & Report Studio Implementation-Pro	For OpenBook and Report Studio implementation: - Configure ad hoc views in Euna Budget* as a convenient source of source of OpenBook Core data. Euna will, with the help of the County, configure up to 3 ad hoc views as a source of data for OpenBook Core. The County can configure as many additional views as required - Euna will assist in configuring OpenBook Core Visualizations and Stories to a limit of 6 hours consulting time. The County can add their own datasets and stories - Euna will train the County how to use Report Studio and assist in configuring 1 simple report to a limit of 3 hours consulting time. The customer can configure as many additional reports as required - System Administration of OpenBook is a customer task * Where the source system is not Euna Budget Professional, The County is responsible for providing clean, well-organized data in CSV file for upload
BudgetBook Implementation - Pro	The County can add multiple Budget Books to their OpenBook site following their approval workflow in “Budget Book Studio”. Budget Books are built with a customer-defined layout of data tables, reports, paragraphs of text, images, charts, and can embed OpenBook's “highlights” and “spotlights”. Euna will assist in configuring the first Budget Book, over a period not exceeding 12 weeks to a limit of 40 hours.

Transparency & Reporting	Description

	Euna services include:
	- Training, including an optional introduction for newcomers to OpenBook
	- Review source budget data: account groups, funds, and departments
	- Configuration of a Budget Book to support these structures (Note: Budget Book is not suitable for arbitrary data mapping, complex (re)calculation of values, and/or reporting of budget using roll-ups and segments other than those by which the budget is built and managed in Euna Budget.)
	- Creation of “views” in Euna Budget *
	- Assistance in development of no more than two simple reports in Report Studio incorporating custom formatting, row or column calculations and sub-totals
	- Configuration & testing of data integration from Euna Budget *
	- Configuration of standard content and assistance with requested changes to standard format
	- Guidance on completing tasks, including:
	  - manual input of values deemed non-automatable
	  - insertion of unstructured data from files such as images, maps, award certificates, and charts
	  - sharing experience of layout and content options
	- Miscellaneous configuration and content authoring assistance
	
	* Where the source system is not Euna Budget Professional, the County is responsible for providing clean, well organized data in CSV file for upload. In these cases, changes must be uploaded using point in time data files, as the system does not support automated synchronization from external sources.

2.3 County-Specific Work

County-specific work includes client business rules (CBRs), modifiers, user interface (grids, forms, etc.), non-standard integrations, hand-crafted reports, specialized reporting and dashboard requirements, and ad-hoc entities.

Any customer-specific work not explicitly enumerated in Section 2.2 of this SOW is out of scope. If the County requests additional work, Euna will evaluate feasibility at its sole discretion. If Euna determines the work is feasible and elects to proceed, such work will be authorized solely through a fully executed Change Order, which will specify the scope, deliverables, and an estimate for time and materials charges at Euna's then-current professional services rates. No customer-specific work will commence prior to execution of the applicable Change Order.

2.4 Integrations

“Integration” as used in this SOW refers to the automation of data exchange between Euna Budget Pro and 3rd party systems. For each of the integrations in scope, Euna shall be responsible for:

- Configuring data transformations, as described by the County during the implementation
- Providing the software interface into Euna Budget Pro, and the operational infrastructure required to manage the integration

Euna does not offer services to build the 3rd party system end of integrations. The County is responsible for creating data sources and destinations within their 3rd party systems, either through their IT team or through their system's integrator. Such data sources and destinations may be database queries, delimited files, and/or web services.

The County is advised that in a "cloud" environment, Euna is unlikely to be granted the local network access to the County's other enterprise systems for a direct database-to-database integration. The most likely mode of integration will be exchange of formatted text (.CSV) files transmitted using secure FTP (SFTP or FTPS). Integration via web services may be possible where the 3rd party system provides a web services interface that provides/accepts data required by the County. It will be the County's responsibility to create or cause to be created the necessary file transfer mechanism on their side of the transfer; and to ensure that the 3rd party system's integration components are available, including web services where used.

For all integrations in scope, the following are held to be true except where specifically listed as a customer-specific integration:

- Records being copied into the Solution require a unique key to unambiguously match incoming data with pre-existing records. This key may be a single field value (e.g. Object Code) or a combination of multiple values (e.g. Position+Employee Number). An exception report is provided for data elements which cannot be thus matched. In the case of the Capital integrations this is particularly noteworthy: each record must include a unique project identifier (e.g. Project Number)
- While it is likely that the Solution can accommodate any chart of account segments ("chart fields"), and Euna shall accommodate reasonable requests for mapping chart fields to accommodate situations such as legacy account structures, the encoding and decoding of arbitrary structures and mappings (those which cannot be logically described) is not in-scope
- Euna Budget integrations do not include the synchronization of chart of account strings, segments, or combinations; which is to say that the list of funds, GL accounts, costing centers, and projects, etc. is not automatically updated from the general ledger or other external system
- Each distinct data source and/or output file is considered one point of integration. For example, if Statistical Actuals are required from multiple data sources, Euna will need to configure one integration for each data source and a single Statistical Actuals integration will be insufficient
- Filtering is coded into the integration and there is no custom user interface for the selective export of sections of the budget except to choose a budget year, or in the case of Actuals imports the date range
- Standard budget export integrations, where in scope, do not have the ability to export only changes since the last export. The entire budget is exported each time. A budget amendment export integration is required in order to export selected parts of the budget, such as changes since the last export
- Amended budget export integrations, where in scope, will be either export individual amendments as created, or export the batch of amendments since the last export, or import amendments from the general ledger system as read-only budget lines. Which of these options is used is a detail determined during the implementation, but each amendment integration will only work in one of these modes
- Actuals Import integrations cannot be used to amend the budget

2.5 Data Conversion

Euna will provide standardized templates and guidance for the initial data load, including Chart of Accounts, budget data, and a limited number of prior years as agreed. The County is responsible for preparing and delivering clean, complete, and validated data. Data must align with the system's relational model (e.g., consistent Chart of Accounts, funds, and departments). Final review and sign-off of converted data is the County's responsibility.

Euna is not responsible for cleansing, reconciling, or reformatting County data; all data provided must be accurate, complete, and in the agreed format before loading. Failure by the County to provide clean, validated data in the required format may delay the project schedule, impact deliverable quality, and result in additional cost through a change order.

3. Project Management Approach

3.1 Project Management Methodology

Our professional services team uses a hybrid Agile/Waterfall project management approach that helps align project goals and outcomes with stakeholders. This combined approach emphasizes planning and documentation as well as collaboration between stakeholders and project teams. It allows for regular meetings with stakeholders to gather feedback and ensure that the project is progressing in the right direction.

3.2 Project Governance

Euna and the County will set up a clear governance framework to keep the project on track. This framework will define roles, meeting schedules, escalation paths, and decision-making processes to ensure quick issue resolution and smooth progress. Euna Solutions will support the County's project leadership by:

- Helping define governance and escalation processes
- Supporting change control
- Recommending meeting schedules and formats
- Advising on managing project risks, actions, and decisions

The County is ultimately accountable for governance, including timely decisions, approvals, prioritization, and resourcing. Euna is not responsible for delays or outcomes caused by the County's failure to meet these responsibilities. Delays in governance decisions or approvals may affect the project's schedule, deliverables, or costs. Such impacts will be managed through the change control process.

3.3 Project Planning

Following project kickoff, the Euna Project Manager or Representative will develop a working project plan in consultation with the County's Project Manager and designated team members. The project planning phase will establish the specific approach to implementing the project, including key milestones, deliverables, and responsibilities.

3.4 Implementation Approach

Our 27 years of budget software development and implementation experience guides our delivery methodology. At Euna, we emphasize flexibility, collaboration, and responsiveness – without enforcing rigid frameworks. By delivering solutions iteratively and engaging stakeholders throughout the process,

we ensure that evolving needs are met efficiently and transparently. Customers benefit from a hybrid model that combines the adaptability of Agile with the discipline of milestone-based delivery. This means faster time-to-value, reduced rework, and confidence in both the process and the outcomes.

3.5 Implementation Timeline

A milestone marks a key point in the project where an important phase or deliverable is completed. Milestones provide visibility into project progress and support accountability for both parties throughout the engagement. A deliverable is a specific, agreed-upon output of the work being performed, such as a configured system, completed data migration, or documented configuration.

Implementation timelines vary based on the number of products deployed, the complexity of the County's environment, and the availability of County data and stakeholders. Euna's implementation follows a phased approach progressing from discovery and configuration through testing and go-live. The specific sequencing and timing of project activities will be coordinated by the assigned Euna Project Manager or Representative in collaboration with the County's project team. No fixed milestones or delivery dates are committed to within this SOW.

3.6 Escalations

To ensure timely resolution of project issues, Euna and the County will follow a structured escalation path. This framework ensures that concerns are addressed at the right level, with clear accountability, consistent communication, and senior engagement when necessary.

Entry Point – Implementer

- **Role:** Implementation Manager, Project Manager, or Consultant
- **Purpose:** Serves as the primary point of contact for day-to-day project delivery
- **Responsibilities:** First escalation point, responsible for addressing issues directly, coordinating with supporting teams, and documenting details to support timely resolution

First-Level Management

- **Role:** Direct Manager of the Implementer
- **Purpose:** Provides management oversight and additional expertise to support resolution
- **Responsibilities:** Reviews the situation, engages other functional managers as needed, and ensures consistent, professional communication with the County

Director Level

- **Role:** Product-Line Director of Professional Services
- **Purpose:** Offers senior authority and broader organizational support to ensure resolution
- **Responsibilities:** Oversees escalations that require higher-level decision-making, additional resources, or broader coordination across teams

Senior Director / Executive Level

- **Role:** Senior Director of Professional Services or Chief County Officer
- **Purpose:** Ensures executive engagement and alignment at the highest level of the organization
- **Responsibilities:** Provides direct senior oversight, engages with County leadership when appropriate, and ensures resolution efforts align with overall partnership goals

3.7 Acceptance

All project milestones will go through a simple approval process to keep things clear and accountable. Euna will communicate that a project milestone is complete and ready for County sign-off. The County shall have **thirty (30) business days** to provide written notice of any non-conformance in reasonable detail. If no written notice is provided within that period, the deliverable shall be deemed accepted. Requested changes will restart the review cycle. Final milestone approvals will be captured in project records.

Where deficiencies are identified, Euna shall have a reasonable opportunity to cure the documented issues. Acceptance shall not be unreasonably withheld, conditioned, or delayed. Disputes regarding acceptance shall be escalated pursuant to the Change Control Process outlined herein. Major scope changes and formal change requests also require written approval before moving forward.

The project will be considered complete when all deliverables defined in this SOW have been completed and accepted by the County in accordance with the acceptance criteria. Acceptance can be confirmed by sign-off, written approval, or documented live use of the system. Deliverables that meet the agreed acceptance criteria will be accepted, even if minor issues remain that don't affect core functionality or the County's ability to use the deliverable for its intended purpose.

3.8 Testing

Euna uses a structured testing process for Euna Budget that validates system functionality, performance, and data integrity prior to go-live. Testing responsibilities are shared between Euna and the County, with each phase designed to confirm stability and readiness of the configured environment.

- **System Testing:** System testing is conducted within the configured client environment to verify core functions, workflows, and permissions. Environment backups and restorations are performed through Euna DevOps, ensuring rollback capability if needed. Automated nightly performance jobs run on standard configurations to monitor application stability
- **Integration Testing:** Integration testing applies when data exchanges occur with external systems. For API integrations, Euna validates connectivity and data accuracy. For CSV imports, the County provides a sample file for testing; Euna runs the import, and the County reconciles results
- **Performance Testing:** Euna performs automated load and stress tests to confirm application stability and scalability under normal operating conditions. These tests help identify performance issues prior to production deployment
- **User Acceptance Testing (UAT):** UAT is led by the County to confirm that configured workflows meet business requirements. Euna provides a sample test script as a reference. The County conducts testing, records results, and determines acceptance; the Euna Implementation manager remains available for clarification or technical support as needed

3.9 Training

Training Approach

Euna Solutions' standard training model is to train the trainers / advanced users within the County's organization in all implemented aspects of the application. Training is a blend of online courseware and "live" training, via a web conference. In the case of video training, Euna's PM will field outstanding

questions after the scheduled viewing. Where a specialist trainer is “In Scope” below, this might be as a follow-up to a video or presentation of the entire course.

Training Schedule

As part of Project Planning, the County’s training schedule and timeline will be mututally developed with the County’s and Euna’s PM. Euna’s PM will identify when training should be delivered during implementation. The County may prefer to receive some or all of their training in the early stages of the implementation, in the knowledge that such training will need to be carried out using a generic training database. Alternatively, the County may choose to wait until the implementation is substantially complete in order to be trained on their own instance of Euna Budget.

Having received train-the-trainer training, the County is responsible for training the end users, except where explicitly included in the SOW (Section 2.2).

Training Locations

Remote Training: Additional training provided by Euna will be delivered using web conferencing tools. Attendees can participate in the training from multiple locations using their own computer, or in a conference room with shared screen (their own computer is recommended). Audio is provided by telephone or the computer's own audio facilities. These sessions may be recorded upon request, with the unedited recording provided to the County for storage and dissemination using their own media repository.

Online Resources

Euna Solutions maintains a substantial library of online training courseware. Having signed-up with a valid County email address, all material is available to all users during and after the implementation.

3.10 Support

During Implementation

Throughout implementation, Countys will receive support from a dedicated PM and the project team. The PM oversees scheduling, communication, and milestone completion, serving as the primary point of contact for project coordination and issue tracking. During this phase, all County questions or system-related issues are discussed during weekly project meetings with the PM. Responses are managed directly by the implementation team and verified through scheduled project meetings.

Steady-State Support

Following acceptance, ongoing support transitions to Euna’s Support Services organization. This includes continuous maintenance, issue resolution, and product guidance for the life of the subscription. Support is available via phone at 1.844.226.3862 (Monday through Friday, 8:00 AM–8:00 PM ET, excluding major North American holidays), by email. The portal provides 24/7 access for case submission, tracking, and access to EunaHelp resources, including searchable documentation and training materials. Average response time is typically under two hours, with no cap on the number of support requests. The assigned CSM remains the County’s ongoing liaison, coordinating periodic reviews, updates, and escalation management as required.

4. Roles and Responsibilities

4.1 Project Roles

4.1.1 Euna's Project Team

Euna will assign qualified personnel to deliver the services described in this SOW. All work will be performed in a professional manner consistent with industry best practices. Additional roles may be required depending on project scope, complexity, and County requirements. The complete team structure, including both Euna and County roles, will be confirmed in the jointly developed Project Plan following contract execution. Euna reserves the right to substitute personnel with resources of equivalent qualifications and experience, with prior notice to the County.

Core Roles
At a minimum, Euna anticipates providing the following roles:

- **Executive Sponsor** – Provides overall strategic oversight and serves as an escalation point
- **Project Manager or Representative** – Responsible for day-to-day management, coordination, and reporting

4.1.2 County Team

The County agrees to provide sufficient staffing resources throughout the duration of the project to ensure a successful implementation. These County team roles may include:

- **Project Sponsor:** Senior leader who provides strategic direction and removes barriers to success
- **Project Manager / Coordinator:** Main liaison to the Euna project team. Responsible for internal coordination, scheduling, and approval cycles
- **Subject Matter Experts (SMEs):** Representatives from relevant departments who provide input into requirements, participate in meetings, testing, and training
- **System Administrator(s):** Staff who will manage the solution post-implementation and participate in configuration and administrative training
- **IT Support (as needed):** Assists with data extraction, testing, and internal system access/setup (e.g., SSO, integrations)

The County is responsible for ensuring timely access to relevant personnel, systems, and information as required to meet the project timeline. Lack of availability may result in delays or changes to the schedule.

4.2 Shared Responsibilities

Euna and the County agree that the implementation of the Solution is a shared responsibility, and that they will employ their best efforts to complete their agreed tasks on a timely basis. Neither Euna Solutions nor the County is expected to have resources available to mitigate timeframe slippage caused by the other party, and neither shall have an obligation to do so.

4.3 County Responsibilities

A comprehensive assignment of County responsibilities will be confirmed in the jointly developed Project Plan after project kick-off. Delays or deficiencies in County responsibilities may impact the project timeline, deliverables, or costs. Such impacts will be managed through the change control process. Typical County responsibilities include, but are not limited to:

- Providing timely responses to configuration and data validation requests
- Participating in meetings

- Participating in internal testing of configurations and training activities as appropriate
- Delivering accurate and complete data for migration
- Providing access to required technical resources where integrations are in scope
- Running the County's project according to its own standards, practices, and protocols
- Acting as the primary communication point with the Euna Project Manager
- Providing definitive responses on decision points
- Executing County deliverables in a timely manner and advising the Euna PM of expected completion dates
- Reviewing implementation training materials in a timely manner.
- Ensuring all County team members understand their roles and responsibilities
- Conducting and signing off on end-to-end testing (with Euna providing support)
- Performing all data validation
- Reviewing and providing formal approval (sign-off) on Euna deliverables

4.4 Euna Responsibilities

Euna will provide professional services to deliver the implementation described in this SOW. Euna's responsibilities include guiding the County through a structured implementation process, providing configuration expertise, training, and project oversight to support a successful deployment. Euna reserves the right to allocate resources as needed and may adjust staffing or delivery methods at its discretion, provided qualified personnel are assigned to meet project objectives.

Typical Euna responsibilities include:

- Coordinating the development of the project plan in consultation with the County Project Manager and team members
- Ensuring the timely execution of Euna's deliverables
- Ensuring that members of the County team are sufficiently educated in the Euna Budget application and understand the implications of initial design decisions
- Providing the County with timely and detailed descriptions of the items identified as "County task" within this SOW, along with their expected completion dates
- Providing regular progress status reports to the key team members
- Advising the County of the impact on the expected delivery dates of any Euna or County deliverable is advanced or delayed
- Tracking issues through an issue log
- Authoring and coordinating the approval of change order estimates, and the execution of the deliverables approved

5. Assumptions

This project assumes that implementation will be conducted primarily through remote collaboration using Euna's standard toolsets for communication and documentation. Project success is contingent on timely participation from County stakeholders and data readiness. Any material changes to the project scope or timeline will require a formal change order and may result in adjustments to fees or timelines. Project start is dependent on contracting.

6. Change Control Process

6.1 Purpose

To ensure alignment and control throughout the project, any changes to the approved project scope, schedule, or cost must follow a formal change control process.

6.2 Change Request Submission

Either Euna or the County may initiate a change by completing and submitting **Change Order Form (Exhibit 1)**. The form must include a description of the change, originator, justification, and an assessment of potential impacts on scope, schedule, cost, and resources. Any proposed change must go through an approval process before implementation.

Operational changes, such as adjustments to internal processes, documentation updates, or clarification of existing deliverables that do not materially affect scope, schedule, cost or contractual obligations, may be approved at the project team level and do not require a formal Change Order, provided they do not:

- Add or remove existing deliverables
- Result in additional costs
- Impact contractual milestones or timelines
- Require County sign-off under the terms of the contract

In projects where a dedicated Project Manager is not assigned, change control responsibilities will be carried out by the designated Implementation Lead, or teams within Euna, hereafter referred to collectively as the 'Project Representative'.

- **Identify the change** – a stakeholder identifies a potential change and submits the request to the project representative, including rationale and anticipated impact
- **Internal Review and Impact Assessment** – The project representative will conduct an internal review to assess the impact of the proposed change on scope, timeline, budget, resources, and risk. Based on this assessment, the change may be accepted, modified, or rejected. If the change is accepted or modified and deemed to require formal documentation, a Change Order Form will be submitted to the County for approval.

6.3 Approval and Authorization

All changes requiring a formal Change Order Form must be approved in writing by authorized representatives of both Euna and the County. A signed Change Order Form shall serve as authorization to proceed with the work described therein.

If the County requires a formal amendment to the contract or SOW, Euna will collaborate with the County to execute the amendment in accordance with their contractual procedures. The Change Order will serve as the basis for the amendment. No additional work beyond the scope of the signed Change Order will be initiated until the amendment is fully executed.

6.4 Implementation and Documentation

Once a change is approved through a signed Change Order Form, Euna will update the project management plan, associated baselines, and any relevant documentation to reflect the approved change. If the change affects contractual terms such as scope, cost, timeline, or deliverables, the SOW will be updated through a formal amendment or addendum, in accordance with the County's contractual procedures.

The Project Representative will oversee execution of the change. Implementation will not begin until all required approvals are obtained and, where applicable, the contract amendment is fully executed.

All relevant stakeholders will be informed of the approved change to ensure alignment and transparency. The Project Representative will monitor the change's impact to confirm it supports project goals and does not introduce unintended risks.

The Project Representative will maintain a Change Log to track all approved changes. The Change Log will also serve as the source of truth for the current SOW baseline and version history.

7. Risk Management

Euna and the County will work together to identify and address risks that may affect the project's scope, schedule, budget, or quality. Risks will be reviewed during regular project meetings, and mitigation steps will be agreed upon in writing where appropriate. Each party is responsible for promptly notifying the other of any known or anticipated risks within their control and for taking reasonable steps to minimize such risks. Euna shall not be liable for delays, increased costs, or other impacts arising from risks caused by the County, third-party vendors, or circumstances outside of Euna Solutions' reasonable control. Unresolved risks will be escalated through the governance process defined in this SOW.

8. Support and Maintenance

Euna will provide Support and Maintenance in accordance with its then-current support policy, as described in the Agreement. Support includes incident reporting, resolution tracking, and escalation processes. Service Level Agreements (SLAs) (e.g., uptime commitments, response times) are as defined in the Agreement.

9. Glossary of Terms

This section provides definitions of terms used throughout this document for clarity. The presence of a term in this glossary does not imply that the subject is applicable to this SOW's scope of work unless explicitly stated in Section 2. Scope of Work.

Term	Definition
Euna Team	Project Management, Implementation Consultants, and Technical Support staff assigned by Euna to deliver services defined in the SOW.
County	The organization receiving services and implementing the Euna solution.
Project	A time-bound effort to implement and configure one or more Euna products or services, as outlined in this SOW.
Module	A discrete component of a Euna software product that provides specific functionality. For example, Budget Pro includes modules such as Operating Budget, Personnel, Capital Planning, etc.
Go-Live	The point in a project when the Euna software tool or module is available for use by the County for real business operations.
Sandbox	A non-production environment used for testing, training, and user validation, as applicable.
Configuration	The process of tailoring the system to meet County-specific requirements.

Term	Definition
Customization	Non-standard products or services that are designed and developed to address a particular County's requirements and are not part of Euna's generally available offerings.
Integration	The automated exchange of data between Euna products and third-party systems (e.g., ERP, FMS, HRIS).
Milestone	A significant point or event in a project that marks the completion of a major deliverable, phase, or decision, used to measure progress and signal readiness to move forward.
Deliverable	A clear and agreed-upon result of the work being done such as a document, report, design, system feature, or other item the project team is responsible for providing.
Project Change Order (PCO)	A formal document used to manage scope, timeline, or pricing changes during the project lifecycle.
In Scope	The work performed to deliver the products and services that are included in this SOW.
Out of Scope	The work required to deliver products and services not included in this SOW.

10. Signatures

IN WITNESS WHEREOF, the County, intending to be legally bound, has executed this Statement of Work as of the Effective Date below.

Tarrant County

Authorized Signatory: _____

Name: _____

Title: _____

Effective Date: _____

Euna Solutions, Inc. (Optional)

Authorized Signatory: Wes Van de Polder

Name: Wes Van de Polder

Title: VP, Regional Sales

Date: June 3, 2026

11. Exhibits

Exhibit 1: Change Order Form

Request Submission Information:

Euna Solution Name	
County Name	
Name of Authorized Requestor	
Project Name	
Contract Number	
Change Order Number	
Submission Date:	

Impact Assessment:

Impacted Element	**Description of Change Impact**
Scope	
Schedule	
Cost	
Resource Impact	

Change Summary:

All other scope, deliverables, milestones, pricing, and terms remain unchanged.

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 2
Department: Purchasing	**Prepared By:** Elizabeth Callarman	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2026077 - Annual Contract for Computer Accessories, Peripherals, and Other Miscellaneous Hardware - Countywide

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court reject all bids for Bid No. F2026077, Annual Contract for Computer Accessories, Peripherals, and Other Miscellaneous Hardware.

BACKGROUND

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One thousand one-hundred and twelve (1,112) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on March 18, 2026 was attended by six (6) vendors as well as representatives from Information Technology and Purchasing. Seventeen (17) bids and seven (7) no bids were received.

After review of the submitted bids, it was determined that there were flaws in the quality of the specifications and that assumptions would have to be made to present an award recommendation.

Therefore, it is the joint recommendation of Information Technology and Purchasing that the Commissioners Court reject all bids for Bid No. F2026077, Annual Contract for Computer Accessories, Peripherals, and Other Miscellaneous Hardware.

FISCAL IMPACT

There is no fiscal impact associated with this item.

Attachments

F2026077 - backup.pdf

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2026077 - Annual Contract for Computer Accessories, Peripherals, and Other Miscellaneous Hardware – Countywide

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No__√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No__√__

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY

COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 3
Department: Purchasing	**Prepared By:** Mikaylah Darby	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Bid No. F2024147- Annual Contract for Oil and Lubricants - Countywide - Various Vendors

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve contract termination of Bid No. F2024147, Annual Contract for Oil and Lubricants, Countywide, and grant permission to rebid.

BACKGROUND

On September 17, 2024, the Commissioners Court, through Court Order #143908, awarded Bid F2024147, Annual Contract for Oil and Lubricants, Countywide, to the following vendors:

Primary	Ataram, LLC
Secondary	Reeder Distributors, Inc.
Alternate	Senergy Petroleum LLC

The awards were based upon low bid meeting specifications and contained option to renew for two (2) additional twelve (12) month periods.

On July 1, 2025, the Commissioners Court, through Court Order #145511, approved the first renewal option.

None of the awarded vendors are able to maintain the same firm fixed prices and discount from list price through the end of first renewal period ending September 30, 2026. On May 22, 2026, Ataram LLC provided Purchasing with written notice of contract termination.

Therefore, it is the recommendation of Purchasing that the Commissioners Court approve contract termination of Bid No. F2024147, Annual Contract for Oil and Lubricants, and grant permission to rebid.

FISCAL IMPACT

There is no fiscal impact associated with this item.

Attachments

Backup_F2024147.pdf

Dear Tarrant County Purchasing,

Following our recent correspondence regarding the price adjustment for PO #4500371140, please accept this letter as formal notice that Ataram Oil Company is terminating our contract, effective immediately.

Due to significant and unforeseen circumstances resulting in a minimum 20% increase across all products and delivery costs, we are invoking the Force Majeure clause of our agreement. As we are unable to fulfill orders at the previously fixed pricing and your office has declined the necessary adjustments, we can no longer sustain our current contractual obligations.

We appreciate your understanding of these market-driven circumstances.

Best regards,

Ataram Oil Company

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Bid No. F2024147- Annual Contract for Oil and Lubricants – Countywide – Various Vendors – Per Unit Price and Discount from List Price - Contract Termination

County Department: PURCHASING
Contact Person: Melissa Lee, C.P.M., A.P.P.
Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

****

I.Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

****

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation or dedication of real property?

   Yes_____ No __√__

2. Does the county action limit or restrict a real property right, even partially or temporarily?

   Yes_____ No __√__

   If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

****

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 4
Department: Purchasing	**Prepared By:** Melissa Lee, C.P.M., A.P.P.	**Approved By:** Christopher Lax, CPSM, CPSD, CPCP

SUBJECT:

Permission to Take Bids/RFPs

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court grant permission to take Bids/RFP's for the following:

A. Projects/One-Time Purchases

1. **Purchase of Advanced Law Enforcement Pursuit and Defensive Driving Simulator**
Estimated Value - $146,745.00
Funding has been requested in the FY 2027 budget.

The purpose of this contract is purchase an Advanced Law Enforcement Pursuit and Defensive Driving Simulator i subscription. This will be purchased by the Sheriff's Office and the primary contact is Lt. Michael Morris.

2. **RFP for ERP and Related Software Implementation Services**
Estimated Value - $5,500,000.00
Funding has been requested in the FY 2027 budget.

This RFP will provide Tarrant County with proposals for the implementation services necessary to migrate its current or Component (ECC) installation to SAP's Cloud ERP Software As A Service (SaaS) package and its accompanying compleme Tarrant County to dramatically reduce its ongoing cost of operations while radically increasing the functionality currentl operations. This contract will be used by Information Technology and the primary contact is Andre Mendes.

3. **Purchase of ServiceNow Subscriptions**
Estimated Value - $372,500.00
Funding has been requested in the FY 2027 budget.

ServiceNow is a software tool specifically designed to automate enterprise IT operations. It allows Information Technology for issues, requests, changes, configuration, projects, workload measures, and effectiveness metrics, which lowers opera Additionally, its extensive platform allows Information Technology to build custom applications for automating act requirements and service expectations. This is an annual purchase, last obtained through an RFO. This will be purchased l primary contacts are Ayumi Houle and Avdhesh Gupta.

4. **Sale of Refrigerants**
This constitutes revenue for the County.

The purpose of this bid is to sell refrigerants used in chillers no longer utilized by Tarrant County. These refrigerants are be The primary contact is Josh Palmer.

B. Annual Contracts

1. **Annual Contract for Concealed Weapons Detectors and Subscriptions**
   Estimated Value - $200,000.00
   Funding is available in the FY 2026 budget.

   The purpose of this contract is to purchase concealed weapons detectors including installation and software subscription purchased by the Sheriff's Office and the primary contacts are Chief C. Driskell and Sgt. O. George.

2. **RFP for Annual Contract for Dental PPO and Dental HMO Plan**
   Estimated Value for PPO ASO Fee approximately $50,0000 monthly in total PEBC spend. PPO claim amounts are det
   Estimated Value for DHMO Fully Insured Premium - approximately $46,000 for all PEBC spend. Premium estimates are ba
   total expense determined by enrollment and utilization.

   The purpose of this lead agency solicitation is to provide dental insurance for Tarrant County and all other PEPBC recommendation of award, and acceptance by PEBC will be coordinated with other PEBC entities. This contract will be primary contact is Roxie Held.

3. **RFP for Annual Contract for Drug Testing Laboratory and Collection Services**
   Estimated Value - $1,832,001.24
   Funding has been requested in the FY 2027 budget.

   This contract is to provide drug and alcohol testing services to ensure compliance with court-mandated abstinence from d making regarding their rehabilitation progress within the criminal justice system. This contract will be used by the Comm Department and the primary contact is Elaine Johnson.

4. **Annual Contract for Elections Printed Forms and Envelopes**
   Estimated Value - $22,400.00
   Funding has been requested in the FY 2027 budget.

   The purpose of this contract is to purchase forms and envelopes required by the Secretary of State, to deliver absentee ball mail, in accordance with the Texas Election Code. The forms and envelopes used for absentee ballots and other electio language. This contract will be used by Elections Administration and the primary contact is Clint Ludwig.

5. **RFP for Annual Contract for Marketing Services**
   Estimated Value - $1,321,996.00
   Funding is available in the FY 2026 budget.

   This contract is for marketing services to include ads, paid media, social media presence and promotion, recruitment, we design, marketing materials development, and billboards. The primary users of this contract are Communications, the She HIV Administrative Agency. The primary contact is Tom Stallings.

6. **Annual Contract for SAP Enterprise Maintenance and Support**
   Estimated Value - $500,000.00
   Funding is available in the FY 2026 budget.

   SAP Enterprise Maintenance and Support is used to provide custom component management throughout the support life cy management, maintenance, integration testing, and technical upgrades. SAP Enterprise Support includes tools that will allo programs and reports throughout upgrades and enhancements. In addition, SAP Enterprise Support custom component mana providing guidance and documentation regarding potential conflicts during upgrades and enhancements for the entire enterp be used by Information Technology and the primary contact is Prasanna Pilli.

7. **Annual Contract for Varonis Subscription for Windows and Annual Maintenance**
   Estimated Value - $306,321.80
   Funding is available in the FY 2026 budget.

   Varonis software provides auditing and reporting capabilities for the Network-Attached Storage (NAS) system that all de data as well as some applications. It is also able to detect possible ransomware attacks and can disable network access for t to mitigate data encryption. The annual maintenance includes software updates and standard technical support with a four (will be used by Information Technology and the primary contacts are Mark Bloodworth and Rodney Crockett.

BACKGROUND

The above list is for goods/services to be purchased through the competitive bidding process required by Texas Local Government Code 262.002(c).

FISCAL IMPACT

There is no fiscal impact associated with this item.

Attachments

Permissions TIA.pdf

TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Permission to Take Bids-RFPs

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: (SHORT TIA) or FULL TIA. Circle one after answering the questions in Sections II and III below.

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****

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1
Department: Administrator	**Prepared By:** Vanessa Perez, Agenda Manager	**Approved By:** Vanessa Perez, Agenda Manager

SUBJECT:

Consideration of Appointments to Various Boards, Commissions, Committees, or Tax Increment Finance District Boards

See Attachment for Additional Information

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:**	**Page:** 1 of 1
Department: Commissioner, Precinct 1	**Prepared By:** Alisa Simmons	**Approved By:** Alisa Simmons

SUBJECT:

Briefing on Tarrant County Financial Reserves and Undesignated Fund

***** BRIEFING AGENDA *****

The Commissioners Court will be briefed on Tarrant County financial reserves and undesignated fund.

TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: June 9, 2026	**Court Order #:** {{customNumber.courtOrder}}	**Page:** 1 of 1

Department: Commissioner, Precinct 1	**Prepared By:** Alisa Simmons	**Approved By:** Alisa Simmons

SUBJECT:

Briefing on the Tarrant County Election Integrity Unit/Taskforce

***** BRIEFING AGENDA *****

The Commissioners Court will be briefed on the Tarrant County Election Integrity Unit/Taskforce.