

Full Board Meeting
April 22, 2025
8:30 am

I. DECLARATION OF QUORUM

II. PUBLIC COMMENTS

III. APPROVAL OF MINUTES

- A. Approve Minutes of the Board of Trustees Meeting Held on Tuesday, March 25, 2025
(*EXHIBIT F-1*)

IV. BOARD CHAIR'S REPORT

V. CHIEF EXECUTIVE OFFICER'S REPORT

- A. Employee Labor Organizations Update
(*EXHIBIT F-2*)

VI. COMMITTEE REPORTS AND ACTIONS

- A. Audit Committee Report and/or Action
(*J. Lykes, Chair*)
- B. Resource Committee Report and/or Action
(*G. Womack, Chair*)
- C. Program Committee Report and/or Action
(*M. Miller, Jr., Chair*)
- D. Quality Committee Report and/or Action
(*L. Fernandez-Wische, Chair*)
- E. Foundation Report and/or Action
(*N. Hurtado, Chair*)

VII. CONSENT AGENDA

- A. FY'25 Year-to-Date Budget Report-March
(*EXHIBIT F-3*)
- B. April 2025 Contract Amendments Over 250K
(*EXHIBIT F-4*)
- C. April 2025 Interlocal Agreements
(*EXHIBIT F-5*)
- D. TMC-LAZ Parking Texas, LLC-Increase for unit 3352
(*EXHIBIT F-6*)
- E. Northeast Clinic Construction Award
(*EXHIBIT F-7*)

VIII. REVIEW AND TAKE ACTION

- A. O'Donnel/Snider Contract-Amendment
(*EXHIBIT F-8 Mustafa Cochinwala/Ernest Savoy*)

- B. Retail Electric Services Procurement
(Stanley Adams/Nina Cook)

IX. REVIEW AND COMMENT

- A. Legislative Update
(Amanda Jones)

X. EXECUTIVE SESSION

- As authorized by §551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at anytime during the course of this meeting to seek legal advice from its attorney about any matters listed on the agenda.
- In accordance with §§551.071 and 551.072 of the Texas Government Code, to consult with attorney and deliberate the purchase, exchange, lease or value of real property. Wayne Young, CEO and Ernest Savoy, Senior Assistant General Counsel-Contract Services & Real Estate
- In accordance with Section 551.071 of the Texas Government Code, consultation with attorney regarding Interlocal Agreement between Harris County Sheriff's Office and the Harris Center related to correctional mental health care services. Kendra Thomas, General Counsel
- In accordance with Section 551.071 of the Texas Government Code, consultation with attorney regarding procurement of retail electric services procurement. Kendra Thomas, General Counsel and Ernest Savoy, Sr. Assistant General Counsel-Contracts & Real Estate

XI. RECONVENE INTO OPEN SESSION

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

XIII. ADJOURN



Veronica Franco, Board Liaison
Robin Gearing, Ph.D., Chair, Board of Trustees
The Harris Center for Mental Health and IDD



EXHIBIT F-1

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

MINUTES OF THE BOARD OF TRUSTEES MEETING

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

PLACE OF MEETING: Conference Room 109
9401 Southwest Freeway
Houston, Texas 77074

TYPE OF MEETING: Regular

DATE: March 25, 2025

**TRUSTEES
IN ATTENDANCE:** Dr. Robin Gearing, PhD-Chair
Dr. Max Miller, Jr-Vice Chairperson
Gerald Womack-Secretary
Dr. Luis Fernandez-Wische
Dr. Jeremy Lankford
Natali Hurtado

TRUSTEES ABSENT: Resha Thomas, Dr. Katherine Bacon, Jim Lykes, Vice Chairperson,
Sheriff Gonzalez

I. Declaration of Quorum

Dr. Robin Gearing, Chair, called the meeting to order at 9:08 a.m. noting that a quorum of the Board was in attendance.

II. Public Comments-

No public comments

III. Approval of Minutes

MOTION BY: WOMACK SECOND: LANKFORD

With unanimous affirmative votes

BE IT RESOLVED the Minutes of the Regular Board of Trustees meeting held on Thursday, February 25, 2025 as presented under Exhibit F-1, are approved.

IV. Board Chair's Report

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

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

A. Employee Labor Organizations Update

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

- A. Governance Committee Reports and/or Action-J. Lykes, Chair
- B. Resource Committee Reports and/or Action-G. Womack-Chair
- C. Program Committee Reports and/or Action-M. Miller, Jr.-Chair
- D. Quality Committee Reports and/or Action-L. Fernandez-Wische, Chair
- E. Foundation Report and/or Action-N. Hurtado, Chair

VII. Consent Agenda

MOTION: WOMACK

Mr. Womack moved to approve Consent Agenda items A-FY'25 Year-to-Date Budget Report- February and B-March 2025 Contract Amendments Over 250K.

SECOND: MILLER, JR.

With unanimous affirmative votes

BE IT RESOLVED all Consent Agenda items A-FY'25 Year-to-Date Budget Report-February and B-March 2025 Contract Amendments over 250K are approved.

- A. FY'25 Year-to-Date Budget Report-February
- B. March 2025 Contract Amendments Over 250K
- C. March 2025 Interlocal Agreements

MOTION: WOMACK

Mr. Womack moved for the Board to approve Consent Agenda item C-March 2025 Interlocal agreements.

Dr. Lankford and Dr. Fernandez recused themselves from voting on Consent Agenda item C-March 2025 Interlocal Agreements.

SECOND: HURTADO

With unanimous affirmative votes

BE IT RESOLVED the Item C as presented under Exhibit F3, is approved.

- D. Business Associate Policy
- E. Compliance Program Policy
- F. Lobbying Policy
- G. Management of Legal Documents and Litigation Policy
- H. Religious Accommodations Policy
- I. System, Quality, Safety and Experience Committee Policy
- J. The Development and Maintenance of Center Policies
- K. Community Needs Assessment Policy
- L. Pharmacy Copay Assistance Policy
- M. Pharmacy Data and Record Retention Policy
- N. Pharmacy Staffing Policy
- O. Narcan (Naloxone) Policy

- P. Reporting Automobile Accidents Policy
- Q. Consultant for Electricity Energy Provider Due Diligence Letter

MOTION: WOMACK SECOND: MILLER, JR.

With unanimous affirmative votes

BE IT RESOLVED the Items D-Q as presented under Exhibit F-4- F18, are approved.

VIII. Review and Take Action

A. Audit Committee Elections

MOTION: HURTADO

Ms. Hurtado moved the Board elect the following Board members to the Audit Committee:

James Lykes (Chair)

Gerald Womack

Dr. Luis Fernandez

Dr. Jeremy Lankford

Dr. Katherine Bacon

SECOND: MILLER, JR.

With unanimous affirmative votes the motion is approved

IX. Review and Comment

A. ReCenter Update-Stan Adams presented the ReCenter Update to the Board of Trustees.

B. Legislative Update-Amanda Jones presented the Legislative Update to the Board of Trustees

X. Entered into executive session-Board Chair Dr. Gearing announced the Board would convene an Executive Session at 10:13 am for the following reasons:

- In accordance with §§551.071 and 551.072 of the Texas Government Code, to consult with attorney and deliberate the purchase, exchange, lease or value of real property. Wayne Young, CEO and Ernest Savoy, Senior Assistant General Counsel-Contract Services & Real Estate
- In accordance with §551.074 of the Texas Government Code, Discussion of Personnel Matters related to the Elections of a Board Member(s) to the Audit Committee. Mr. James Lykes, Chair of Governance Committee; Dr. R. Gearing, Chair of the Harris Center Board of Trustees

XI. Reconvene into Open Session- Reconvene into open session 10:43 AM

XII. Consider and take action as a result of the executive session

MOTION: WOMACK

Mr. Womack moved that the Board of Trustees authorize Wayne Young to move forward with the sale of 612 Branard St. should the sale price fall within the range discussed during executive session.

SECOND: LANKFORD

Motion passed with unanimous affirmative votes.

MOTION: WOMACK

Mr. Womack moved that the Harris Center authorize the CEO to move forward with the purchase of a mid-town property should the sale price fall within the range discussed in executive session.

SECOND: FERNANDEZ

Motion passed with unanimous affirmative votes.

XII. ADJOURN

MOTION: WOMACK SECOND: FERNANDEZ

Motion passed with unanimous affirmative votes.

The meeting was adjourned at 10:44 AM

Respectfully submitted,

Veronica Franco, Board Liaison
Dr. Robin Gearing, Chair, Board of Trustees
The HARRIS CENTER for Mental Health and IDD

EXHIBIT F-2

United Workers of Harris Center Communications Workers of America Local 6154

harriscenterunion@gmail.com

In 2025 Harris Center employees need and deserve:

- \$20/hour minimum wage
- minimum \$5,000/year cost of living raise

Why a \$20/hour minimum?

The Harris County Commissioners Court recently adopted a measure to set minimum pay for Harris County employees at \$20/hour and county contractors at \$21.65/hour. The measure also tied future minimum salaries to the MIT Living Wage Calculator. What's more, the Austin/Travis County LMHA Integral Care set their minimum wage at \$20/hour in 2022. It's time for the Harris Center to do the same!

Why a \$5,000/year cost of living raise?

The current minimum wage at the Harris Center is \$17.50/hour. Raising the minimum to \$20/hour means the lowest paid workers will get more than \$5,000/year raise. Everyone needs this same amount as a minimum raise in 2025 to keep current salary schedules intact.

Why not a percentage raise?

Flat amount raises benefit the lowest paid workers much more than a percentage raise. For example, a 5% across-the-board raise means a worker making \$100,000/year will get a \$5,000/year raise while a worker making \$30,000/year will only get a \$1,500/year raise.

Why not just do a market adjustment or performance-based increase?

There's nothing wrong with performance-based pay raises and market adjustments for undervalued positions, but if they aren't done along with a cost-of-living raise then it means many employees will be left out of the raise. When employees don't get a raise, or their pay raise is below the increase in the cost-of-living, it means they're really seeing a pay cut.

Increasing pay across-the-board with a flat amount raise will:

- Decrease turnover
- Increase staff stability and experience
- Improve the quality of care that our clients receive
- Decrease the costs of training new employees

Who isn't making a living wage at the Harris Center now?

	Hourly	Yearly	Full time employees at or below this wage	% of total FT employees
Current Minimum Wage	\$17.50	\$36,400	27	1%
Union Proposed Minimum Wage	\$20.00	\$41,600	197	8%
Living wage for a single adult no children*	\$21.65	\$45,032	337	14%
Living wage for 2 working adults with 2 children*	\$24.84	\$51,667	889	36%
Living wage for single adult with 2 children	\$44.93	\$93,454	2,137	88%
Total Harris Center full time employees w/averages	\$27.28	\$56,742	2,437	100%

EXHIBIT F-3

The Harris Center for Mental Health and IDD

**Results of Financial Operations and Comparison to Original Budget
March 31, 2025**

Fiscal Year 2025

The Harris Center for Mental Health and IDD

Resource Committee

Board of Trustees

The Harris Center for Mental Health and IDD (The Center)

The Report on Results of Financial Operations and Comparison to Original Budget (the Report) submitted herewith was prepared by The Center's Accounting Department.

Responsibility for the accuracy, completeness, and fairness of presentation of the presented data rests with The Center, the Chief Financial Officer and the Accounting department.

We believe the Report, as presented, is materially accurate and is presented in a manner designed to fairly set forth the financial position and results of operations of The Center.

The Center's accounting records for its general fund are maintained on a modified accrual basis of accounting. Under this method, revenues are recognized in the period when they become both measurable and available, and expenditures are recognized when the related fund liability is incurred, if measurable.

The Report submitted herewith was prepared on a budgetary basis which is not in accordance with generally accepted accounting principles nor with financial reporting principles set forth by the Governmental Accounting Standards Board (GASB). The Report has not been audited by an independent auditor.

Stanley Adams

Stanley Adams

Chief Financial Officer

The Harris Center for Mental Health and IDD
Results of Financial Operations and Comparison to Original Budget - Operating Activities
March 31, 2025
Non-GAAP / Budgetary-Basis Reporting
Unaudited - Subject to Change

	For the Month Ended				Fiscal Year to Date			
	Original Budget	Actual	Variance \$	%	Original Budget	Actual	Variance \$	%
Operating Revenues								
State General Revenue	\$ 11,054,955	\$ 11,039,543	(15,412)	0%	\$ 77,384,685	\$ 77,338,217	(46,468)	0%
Harris County and Local	4,415,021	4,257,256	(157,765)	-4%	30,905,147	29,747,150	(1,157,997)	-4% A
Federal Contracts and Grants	5,112,180	5,958,641	846,461	17%	35,785,260	37,235,219	1,449,959	4%
State Contract and Grants	1,842,409	1,498,465	(343,944)	-19%	12,896,863	9,378,519	(3,518,344)	-27% B
Third Party Billing	3,622,889	3,193,590	(429,299)	-12%	25,360,223	22,352,893	(3,007,330)	-12% C
Charity Care Pool	3,340,350	3,792,261	451,911	14%	23,382,450	26,546,073	3,163,623	14%
Directed Payment Programs	659,258	53,513	(605,745)	-92%	4,614,806	3,699,146	(915,660)	-20% D
Patient Assistance Program (PAP)	852,441	1,032,821	180,380	21%	5,967,087	7,418,341	1,451,254	24%
Interest Income	300,142	268,078	(32,064)	-11%	2,100,994	1,911,364	(189,630)	-9%
Insurance proceeds	-	10,027	10,027		-	21,550	21,550	
Sale of Capital Assets	-	-	-		-	157,792	157,792	
Operating Revenues, total	\$ 31,199,645	\$ 31,104,195	\$ (95,450)	0%	\$ 218,397,515	\$ 215,806,264	\$ (2,591,251)	-1%
Operating Expenditures								
Salaries and Fringe Benefits	\$ 21,116,034	\$ 20,115,414	1,000,620	5%	\$ 147,812,238	\$ 146,268,550	1,543,688	1%
Contracts and Consultants	1,379,371	1,053,419	325,952	24%	9,655,597	7,611,865	2,043,732	21%
Contracts and Consultants-HCPC	3,913,250	3,864,254	48,996	1%	27,392,750	27,280,601	112,149	0%
Supplies	354,237	231,384	122,853	35%	2,479,659	1,365,345	1,114,314	45%
Drugs	1,995,664	2,253,473	(257,809)	-13%	13,969,648	16,182,451	(2,212,803)	-16% E
Purchases, Repairs and Maintenance of:								
Equipment	99,778	332,804	(233,026)	-234%	698,446	1,160,144	(461,698)	-66% F
Building	177,679	295,994	(118,315)	-67%	1,243,753	1,477,600	(233,847)	-19% G
Vehicle	86,851	77,970	8,881	10%	607,957	548,712	59,245	10%
Software	358,400	412,355	(53,955)	-15%	2,508,800	2,469,216	39,584	2%
Telephone and Utilities	304,496	368,695	(64,199)	-21%	2,131,472	2,141,741	(10,269)	0%
Insurance, Legal and Audit	184,268	191,505	(7,237)	-4%	1,289,876	1,521,791	(231,915)	-18%
Travel & Training	251,089	288,506	(37,417)	-15%	1,757,623	1,467,060	290,563	17%
Dues & Subscriptions	555,682	417,821	137,861	25%	3,889,774	3,189,134	700,640	18%
Other Expenditures	383,957	422,228	(38,271)	-10%	2,687,699	3,315,592	(627,893)	-23% H
Operating Expenditures, total	\$ 31,160,756	\$ 30,325,822	\$ 834,934	3%	\$ 218,125,292	\$ 215,999,802	\$ 2,125,490	1%
Operating Activities -								
Change in Fund Balance/Net Position	\$ 38,889	\$ 778,373	\$ 739,484		\$ 272,223	\$ (193,538)	\$ (465,761)	

The Harris Center for Mental Health and IDD
Results of Financial Operations and Comparison to Original Budget - Capital Outlay & Debt Service Related Activities
March 31, 2025
Non-GAAP / Budgetary-Basis Reporting
Unaudited - Subject to Change

	For the Month Ended				Fiscal Year to Date			
	Original Budget	Actual	Variance \$	%	Original Budget	Actual	Variance \$	%
Revenues								
State Contract and Grants (HHSC)	\$ 44,444	\$ 284,319	239,875	540%	\$ 311,108	\$ 422,121	111,013	36%
Revenues, total	\$ 44,444	\$ 284,319	\$ 239,875	540%	\$ 311,108	\$ 422,121	\$ 111,013	36%
Expenditures								
Debt Service	\$ 83,333	\$ -	\$ 83,333	100%	\$ 583,331	\$ 956,041	\$ (372,710)	-64%
Capital outlay	-	586,585	(586,585)		-	6,638,273	(6,638,273)	
Expenditures, total	\$ 83,333	\$ 586,585	\$ (503,252)		\$ 583,331	\$ 7,594,314	\$ (7,010,983)	
Excess (Deficiency) of revenues over expenditures	\$ (38,889)	\$ (302,266)	(263,377)	677%	\$ (272,223)	\$ (7,172,193)	(6,899,970)	
Other Financing Sources								
Revenue Bonds Issued	-	-	-		-	24,745,000	24,745,000	
Other Financing Sources	-	-	-		-	3,267,228	3,267,228	
Other Financing Sources, total	\$ -	\$ -	\$ -		\$ -	\$ 28,012,228	\$ 28,012,228	
Capital Outlay & Debt Service Activities - Change in Fund Balance/Net Position	\$ (38,889)	\$ (302,266)	\$ (263,377)		\$ (272,223)	\$ 20,840,035	\$ 21,112,258	

The Harris Center for Mental Health and IDD
Notes to Statements Presented
Non-GAAP / Budgetary-Basis reporting
March 31, 2025

Results of Financial Operations and Comparison to Original Budget

A Harris County and Local Revenue

Unfavorable budget variance is attributed to revenue budgeted for the current fiscal year prior to incurring related expenditures. The grant reported units are below budget by approximately \$100K. We are monitoring contract progress for potential impacts on the budget.

B State Contract and Grants

The primary driver of the unfavorable variance is attributed to contracts budgeted during current fiscal year, prior to related contract approvals resulting in low expenditures/billings for the month. In addition, for new contracts, variance is primarily attributed to a timing difference until personnel is hired. \$1M revenue contract was not renewed and will not be realized in the current year.

C Third party billing

The unfavorable variance is due to a decline in the number of IDD encounters and a reduction in the number of claims processed.

D Directed Payment Programs

DPP revenue shortfall is due to reduced DPP-related claim throughput. Monthly revenue reflects adjustments attributable in part to updated annual estimates provided by Texas Council for FY 2025 project annual estimated annual DPP revenue of \$5.5M vs a budget of \$7.9M.

E Drugs

The primary driver of the net unfavorable variance in Drugs is the increase in retail drug pharmacy purchases, which is offset by revenue earned on the billing program. On a YTD basis the Pharmacy billing expense exceeds budget by \$1.0M, which is partially offset by billing program revenue exceeding budget by \$0.5M.

F Equipment (purchase, repair and maintenance)

Equipment actuals reflect spending ahead of budget and includes purchases of items <\$5,000 for boardroom AV upgrades and parata Max2 equipment and training.

G Building (purchase, repair and maintenance)

Unfavorable budget variance for the current month primarily driven by property surveys on ReCenter properties (\$36K), continued spending on janitorial services (\$72K), and other service maintenance services increase from prior month.

H Other expenditures

YTD unfavorable budget variance is primarily related to ongoing transition pertaining to the newly purchased ReCenter properties (\$98K) and Supportive Housing rent (\$78K).

The Harris Center for Mental Health and IDD
Notes to Statements Presented
Non-GAAP / Budgetary-Basis reporting
March 31, 2025

Results of Financial Operations and Comparison to Original Budget

I Capital Outlay

YTD Capital Outlay consists of approx. \$1.9M settlement payment related to the purchase of real estate (ReCenter agreement) and approx. \$3.8M in construction costs for the 6168 Apartments, which is partially offset by a forgivable loan in Other Financing Sources.

The Harris Center for Mental Health and IDD

Balance Sheet

March 31, 2025

Non-GAAP / Budgetary-Basis Reporting

Unaudited - Subject to Change

	February-25	March-25	Change
Assets			
Current Assets			
Cash and Cash Equivalents			
Cash and Petty Cash	14,740,509	24,575,412	\$ 9,834,903
Cash Equivalents	53,150,692	59,144,833	5,994,141
Cash and Cash Equivalents, total	67,891,201	83,720,245	15,829,044 AA
Inventories, Deposits & Prepaids	9,665,340	5,651,223	(4,014,117) BB
Accounts Receivable:			
Patient A/R, net of allowance	1,590,415	1,728,260	137,845
A/R from other governments	55,764,499	55,159,650	(604,849) CC
Other A/R	74,245	677,354	603,109
Current Assets, total	134,985,700	146,936,732	\$ 11,951,032
Restricted Cash and Cash Equivalents	20,150,590	20,588,887	438,297
Capital Assets:			
Land	12,709,144	12,709,144	-
Building and Improvements	55,271,938	55,271,938	-
Right-to-use assets (Leases & SBITA)	6,312,466	6,312,466	-
Furniture, Equipment and Vehicles	8,161,188	8,161,188	-
Construction in Progress	11,376,400	11,376,400	-
Accumulated Depreciation/Amortization	(39,110,090)	(39,110,090)	-
Capital Assets, net total	54,721,046	54,721,046	\$ -
Total Assets	209,857,336	222,246,665	\$ 12,389,329
Liabilities & Fund Balance/Net Position			
Liabilities			
Accounts Payable and Accrued Liabilities	17,330,731	13,968,190	\$ (3,362,541)
Unearned Revenues	36,529,332	51,975,284	15,445,952 DD
Noncurrent liabilities:			
Due within one year	2,349,540	2,349,540	-
Due in more than one year	38,735,447	38,565,257	(170,190)
Liabilities, total	94,945,050	106,858,271	\$ 11,913,221
Fund Balance/Net Position			
Net Investment in Capital Assets	43,172,771	43,611,068	438,297
Restricted for Capital Projects	20,150,590	20,588,887	438,297
Nonspendable	9,665,340	6,211,255	(3,454,085)
Assigned	15,434,386	15,434,386	-
Unassigned/Unrestricted	6,318,809	8,896,301	2,577,492
Change in fund balance/net position	20,170,390	20,646,497	476,107
Fund Balance/Net Position, Total	114,912,286	115,388,394	\$ 476,108
Total Liabilities & Fund Balance/Net Position	209,857,336	222,246,665	\$ 12,389,329

The Harris Center for Mental Health and IDD
Notes to Statements Presented
Non-GAAP / Budgetary-Basis reporting
March 31, 2025

Balance Sheet

AA Cash and Investments

The increase in cash is primarily due to \$25M for the performance contract 3rd Quarter.

BB Inventories, Deposits & Prepaids

The decrease is due to amortization of the quarterly payment to HCPC made in January 2025 in advance of services provided.

CC A/R from Other Governments

Charity Care Pool ("CCP") receivables of \$26.5M earned year-to-date constitute the largest share of this balance. We expect to receive \$45M in April for CCP based on a recent estimate from Texas Council. Medicaid Admin Claiming ("MAC") receivables of \$6.0M will be collected in quarterly installments.

DD Unearned Revenues

Unearned revenues increased due to receipt of Q3 funds provided through state and federal revenue allocations received in advance of performance of related obligations.

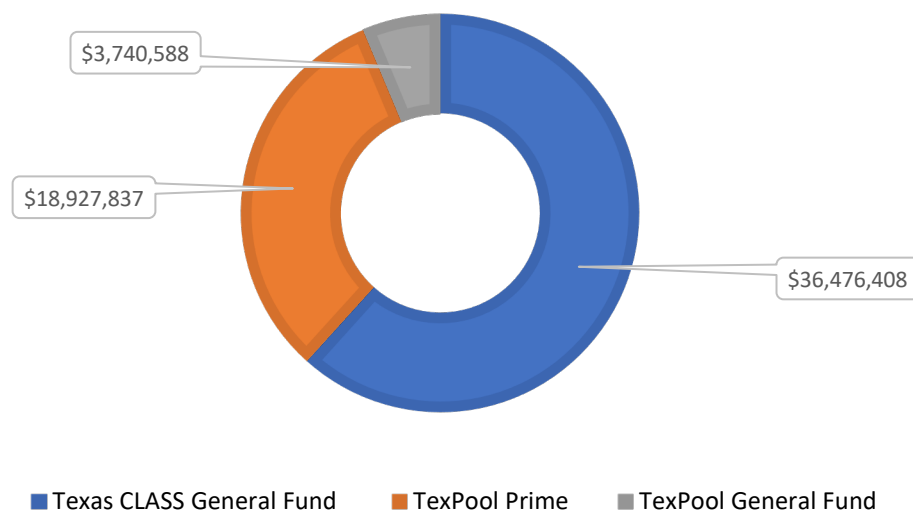
The Harris Center for Mental Health and IDD

Investment Portfolio

March 31, 2025

Local Government Investment Pools (LGIPs)	Beginning Balance	Transfer In	Transfer Out	Interest Income	Ending Balance	Portfolio %	Monthly Yield
<i>Texas CLASS</i>							
Texas CLASS General Fund	\$ 30,567,555	\$ 16,600,000	\$ (10,800,000)	\$ 108,853	\$ 36,476,408	61.67%	4.44%
<i>TexPool</i>							
TexPool Prime	18,856,269			71,568	18,927,837	32.00%	4.33%
TexPool General Fund	3,726,868			13,720	3,740,588	6.32%	4.47%
<i>TexPool Sub-Total</i>	22,583,137	-	-	85,288	22,668,425	38.32%	4.36%
Total Investments	\$ 53,150,692	\$ 16,600,000	\$ (10,800,000)	\$ 194,141	\$ 59,144,833	99.99%	4.41%
Additional Interest on Checking Accounts				73,937			
Total Interest Earned during the current month				<u>\$ 268,078</u>			

Investment Portfolio Weight



3 Month Weighted Average Maturity (Days)	1.00
3 Month Weighted Average Yield	4.47%
3 Month Rolling Weighted Average Daily Treasury Bill Rate (4 week	4.25%
Interest Rate - Chase Hybrid Checking	2.90%
ECR - Chase	3.00%

This Investment Portfolio Report of The Harris Center for Mental Health and IDD as of March 31, 2025, is in compliance with the provisions of the Public Funds Investment Act (PFIA), Chapter 2256 of the Texas Government Code and the Investment Strategy approved by the Board of Trustees.

Approved:

Michael T. Hooper Jr.

Michael T. Hooper Jr.

Director of Financial Accounting & Reporting

The Harris Center for Mental Health and IDD
Monthly Report of Financial Transactions Related to Payments of Liabilities for Employee Benefits
March 31, 2025

Vendor	Description	Monthly Not-To-Exceed ⁽¹⁾	Mar-25	Fiscal Year to Date Total
Lincoln Financial Group (LFG) ⁽²⁾	Retirement Funds (401a, 403b, 457)	\$3,650,000	\$2,111,260	\$14,842,856
Blue Cross Blue Shield of TX	Health and Dental Insurance	\$3,300,000	\$5,378,818	\$17,859,944
UNUM	Life Insurance	\$310,000	\$222,306	\$1,469,246

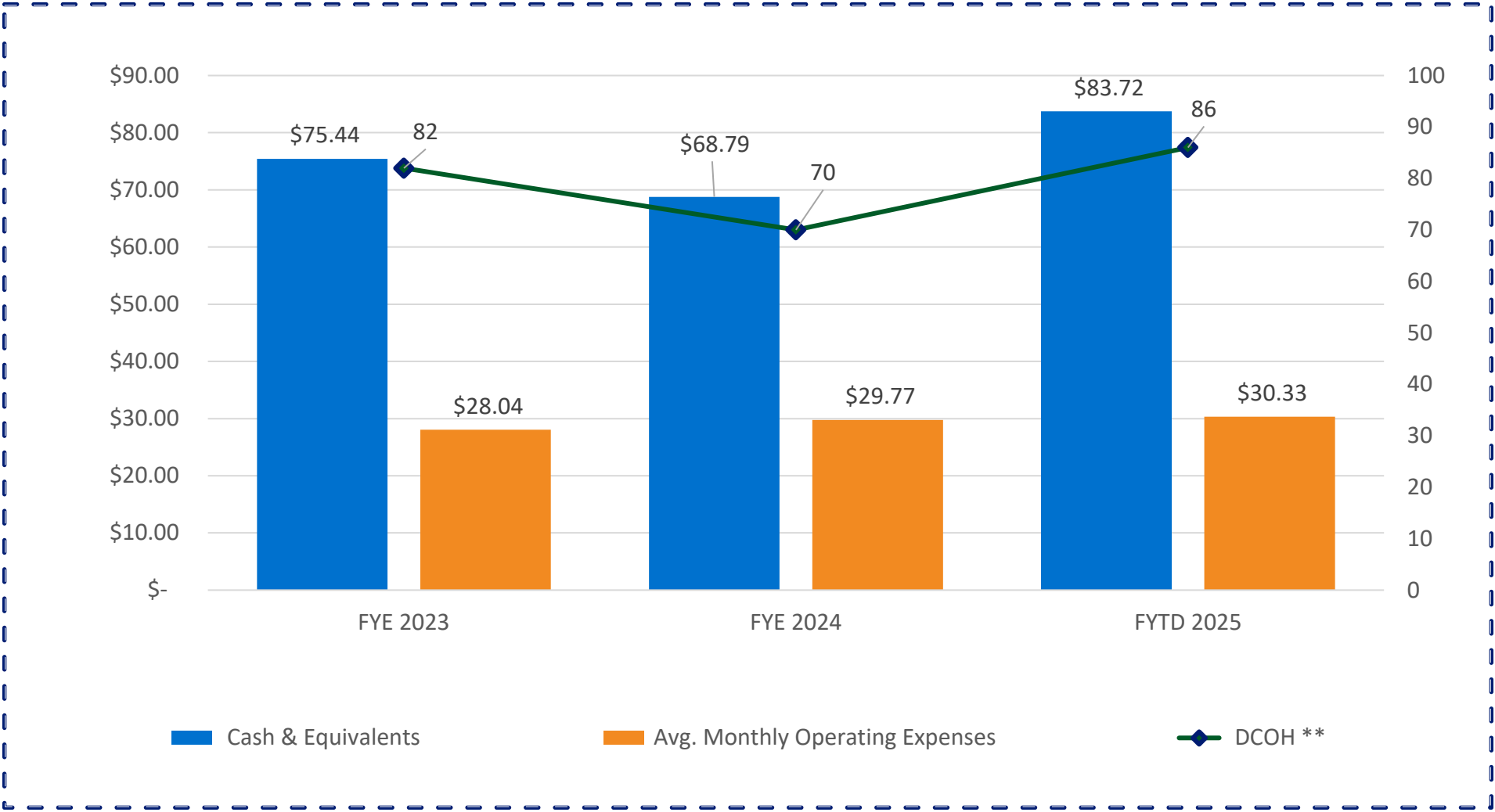
Notes:

⁽¹⁾ As established by the Board Resolution approved October 22, 2024: Harris Center Board of Trustees Signature Authorization and Delegation Authority for Certain Items effective September 24, 2024.

⁽²⁾ LFG payments include transactions related to pay periods: 03A & 03B

Days-Cash-On-Hand (DCOH)– as of 03/31/2025

(amounts in millions)



**DCOH = Cash & Equivalents @ Month End divided by Daily Operating Expenses

EXHIBIT F-4

APRIL 2025 AMENDMENTS OVER 250k



Executive Contract Summary

Contract Section

Contractor*

Universal Protection Service, LP d/b/a Allied Universal Security Services

Contract ID #*

7798

Presented To*

- ☒ Resource Committee
☐ Full Board

Date Presented*

4/15/2025

Parties* (?)

The Harris Center and Universal Protection Service, LP d/b/a Allied Universal Security Services

Agenda Item Submitted For: * (?)

- ☐ Information Only (Total NTE Amount is Less than \$250,000.00)
☐ Board Approval (Total NTE Amount is \$250,000.00 or more)
☐ Grant Proposal
☐ Revenue
☐ SOW-Change Order-Amendment#
☒ Other Increase NTE and adding locations for service

Procurement Method(s) *

Check all that Apply

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

Funding Information*

- ☐ New Contract ☒ Amendment

Contract Term Start Date* (?)

9/1/2024

Contract Term End Date* (?)

8/31/2025

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

Current Contract Amount*

\$ 684,004.08

Increase Not to Exceed*

\$ 79,131.62

Revised Total Not to Exceed (NTE)*

\$ 763,135.70

Fiscal Year* (?)

2025

Amount* (?)

\$ 763,135.70

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- ☐ Personal/Professional Services
☐ Consumer Driven Contract
☐ Memorandum of Understanding
☐ Affiliation or Preceptor
☐ BAA/DUA
☐ Pooled Contract
☐ Renewal of Existing Contract

- ☐ Consultant
☐ New Contract/Agreement
☒ Amendment to Existing Contract
☐ Service/Maintenance
☐ IT/Software License Agreement
☐ Lease
☐ Other

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

Providing on site security services to several locations. The NTE is increased because the YDC has specific grant billing requirements and adding 40 hours/wk. of coverage to SE Clinic and 24 hours/wk. to 5518 Jackson St.

Contract Owner*

Mustafa Cochinwala

Previous History of Contracting with Vendor/Contractor*

☒ Yes
 ☐ No
 ☐ Unknown

Please add previous contract dates and what services were provided*

Fy22,23,24 for security services

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

☐ Yes
 ☐ No
 ☒ Unknown

Community Partnership* (?)

☒ Yes
 ☐ No
 ☐ Unknown

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

Universal Protection Service, LP d/b/a Allied Universal

Address*

Street Address

11811 North Freeway

Address Line 2

ste 810

City

Houston

Postal / Zip Code

77060

State / Province / Region

TX

Country

US

Phone Number*

8324057120

Email*

sarah.jeppesen@aus.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1190	\$ 684,004.08	583000

Budget Manager

Campbell, Ricardo

Secondary Budget Manager

Campbell, Ricardo

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6500	\$ 79,131.62	583000

Budget Manager

Williams-Wesley, Sheenia

Secondary Budget Manager

Reyes, Elizabeth

Provide Rate and Rate Descriptions if applicable* (?)

18.24/hr. + 4,200.00 golf cart use.

Project WBS (Work Breakdown Structure)* (?)

N/A

Requester Name

Coleman, Darryl

Submission Date

3/6/2025

Budget Manager Approval(s)

Approved by

Ricardo Campbell

Approval Date

3/6/2025

Approved by

Sheenia Williams-Wesley

Approval Date

3/6/2025

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Mustafa Cochinwala

Approval Date

3/11/2025

Contracts Approval

Approve*

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

Approved by*

Belinda Stude

Approval Date*

3/13/2025



Executive Contract Summary

Contract Section

Contractor*

Texas West Oaks Hospital LP dba West Oaks Hospital

Contract ID #*

2024-0838

Presented To*

- ☒ Resource Committee
☐ Full Board

Date Presented*

4/15/2025

Parties* (?)

Texas West Oaks Hospital and The Harris Center for Mental Health and IDD

Agenda Item Submitted For: * (?)

- ☐ Information Only (Total NTE Amount is Less than \$250,000.00)
☒ Board Approval (Total NTE Amount is \$250,000.00 or more)
☐ Grant Proposal
☐ Revenue
☐ SOW-Change Order-Amendment#
☐ Other

Procurement Method(s) *

Check all that Apply

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

Funding Information *

- ☐ New Contract ☒ Amendment

Contract Term Start Date* (?)

9/1/2024

Contract Term End Date* (?)

8/31/2025

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

Current Contract Amount *

\$ 3,117,100.00

Increase Not to Exceed*

\$ 2,222,850.00

Revised Total Not to Exceed (NTE) *

\$ 5,339,950.00

Fiscal Year* (?)

2025

Amount* (?)

\$ 5,339,950.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- ☐ Personal/Professional Services
☐ Consumer Driven Contract
☐ Memorandum of Understanding
☐ Affiliation or Preceptor
☐ BAA/DUA
☐ Pooled Contract
☐ Renewal of Existing Contract

- ☐ Consultant
☐ New Contract/Agreement
☒ Amendment to Existing Contract
☐ Service/Maintenance
☐ IT/Software License Agreement
☐ Lease
☐ Other

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

Additional Community Inpatient Psychiatric Beds

8.7 beds \$700 per day

Total beds per day 20.9

Contract Owner*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor*☒ Yes ☐ No ☐ Unknown**Please add previous contract dates and what services were provided***

Currently under contract

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)☐ Yes ☐ No ☒ Unknown**Community Partnership*** (?)☒ Yes ☐ No ☐ Unknown**Specify Name***

Texas West Oaks

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

Ashley Sacriste

Address*

Street Address

6500 Hornwood Drive

Address Line 2

City

Houston

State / Province / Region

TX

Postal / Zip Code

77074-5008

Country

United States

Phone Number*

7137785210

Email*

Ashley.Sacriste@uhsinc.com

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

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9223	\$ 2,222,850.00	543044
Budget Manager	Secondary Budget Manager	
Oshman, Jodel	Ramirez, Priscilla	

Provide Rate and Rate Descriptions if applicable* (?)

\$700 per bed day

Project WBS (Work Breakdown Structure)* (?)

na

Requester Name

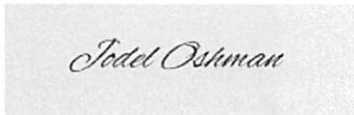
Singh, Patricia

Submission Date

4/1/2025

Budget Manager Approval(s)

Approved by



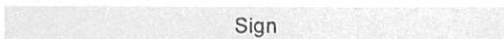
Approval Date

4/1/2025

Procurement Approval

File Upload (?)

Approved by



Approval Date

Contract Owner Approval

Approved by

Kim Kornmayer

Approval Date

4/2/2025

Contracts Approval

Approve*

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

Approved by*

Belinda Stude

Approval Date*

4/2/2025

EXHIBIT F-5

APRIL 2025 INTERLOCAL AGREEMENTS

THE HARRIS CENTER FOR MENTAL HEALTH AND IDD

SNAPSHOT SUMMARY
INTERLOCALSAPRIL 2025
FISCAL YEAR 2025

	CONTRACTOR	PRODUCT/SERVICE DESCRIPTION	Action Type	CONTRACT PERIOD	FUNDING	COMMENTS
1	City of Houston on behalf of Houston Police Department	ASIST Training Classes	New Contract	9/1/2024 - 8/31/2025	State Grant	New Interlocal Agreement to provide HPD 6 ASIST training classes for their peer support officers. [FY25 Revenue NTE: \$1,000.00].
2	City of Houston-Fire Department-Emergency Medical Services	Data Use Agreement	New Contract	3/1/2025 - 8/31/2025	General Revenue (GR)	New Interlocal Data Use Agreement between the City of Houston's Fire Department-Emergency Medical Services and the Harris Center's Crisis Call Diversion (CCD) and Rapid Response and the Proactive Needs Team of the Houston Fire Department (HFD).
3	Gulf Coast Center	Crisis Line Intervention Helpline/Access Services provided MH and IDD Callers for Resources and Support	Renewal	3/1/2025 - 2/28/2026	Private Pay Source	Annual renewal of Interlocal Agreement for Crisis Line Services. [FY25/26 Revenue NTE: \$108,000.00]
4	Harris County Sheriff Office	Forensic Single Portal Authority Program and Jail-Based Competency Restoration Program	New Contract	5/1/2025 - 9/30/2025	County	New Interlocal Agreement for the expansion of the Forensic Single Portal Authority Program and additional funds for the Jail-Based Competency Restoration ("JBCR") Program to provide mental health treatment to inmates housed in the Harris County Jail who are incompetent to stand trial. [FY25/26 Revenue NTE: \$1,160,239.87].
5	Harris County Sheriff's Office	Clinician and Officer Remote Evaluation (CORE) Program for Harris County Constables	New Contract	9/1/2024 - 8/31/2025	County	Interlocal Agreement for the CORE Program to continue with the Harris County Constable 1-8 for 100 iPads. The CORE program services Harris County, partnering with licensed clinicians to complete MH assessments and collaborating with Harris County Sheriff deputies. [FY25 Revenue NTE: \$853,600].
6	Harris County Sheriff's Office	Clinician and Officer Remote Evaluation (CORE) Program Harris County Fire Marshall	New Contract	9/1/2024 - 8/31/2025	County	Agreement to include the CORE program with Harris County Fire Marshall on behalf of Harris County Sheriff's Office. Harris County has funded the CORE Program to cover all expenditures for the 24/25 Fiscal year (County FY).
7	Harris County Veteran's Department	Clinician and Officer Remote Evaluation (CORE) Program	New Contract	9/1/2024 - 8/31/2025	County	Agreement to include services through the CORE Program with Harris County Veterans Services Department on behalf of Harris County Sheriff's Office. Harris County has funded the CORE Program to cover all expenditures for the 24/25 Fiscal year (County FY).
8	Houston Independent School District	Behavioral Health Services for the SMART Program	New Contract	3/17/2025 - 8/31/2025	General Revenue (GR)	New Agreement for the SMART program to collaborate with Houston ISD to provide Behavioral Health services to students in their families. The prevention services may include skills building, problem solving, conflict resolution, healthy parenting, peer support groups, parent education groups, zero suicide awareness, and healthy lifestyle promotion.
9	Midtown Management District	Mental Health Support and Outreach Services to the Homeless Community in Midtown Area	New Contract	5/1/2025 - 4/30/2026	Private Pay Source	New Interlocal with Midtown District, the Harris County Constables Office Pct 7 law enforcement and The Harris Center. The Harris Center shall provide mental health support and outreach will be provided to the homeless community in Midtown area. [FY25/26 Revenue NTE: \$213,037.60].
10	Spindletop Center	Crisis Line Intervention Helpline/Access Services provided MH and IDD Callers for Resources and Support	Renewal	3/1/2025 - 2/28/2026	Private Pay Source	Annual renewal of Interlocal Agreement for Crisis Line Services. [FY25/26 Revenue NTE: \$132,000.00]



Executive Contract Summary

Contract Section

Select Header For This Contract*

Interlocal

Contractor*

City of Houston on behalf of Houston Police Department

Contract ID #*

2025-1051

Presented To*

- ☒ Resource Committee
☐ Full Board

Date Presented*

4/15/2025

Parties* (?)

HPD and the Community Training Department

Agenda Item Submitted For: * (?)

- ☐ Information Only (Total NTE Amount is Less than \$250,000.00)
☐ Board Approval (Total NTE Amount is \$250,000.00 or more)
☐ Grant Proposal
☒ Revenue
☐ SOW-Change Order-Amendment#
☐ Other

Procurement Method(s) *

Check all that Apply

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

Funding Information*

- ☒ New Contract ☐ Amendment

Contract Term Start Date* (?)

9/1/2024

Contract Term End Date* (?)

8/31/2025

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

HPD requests three Applied Suicide Intervention Skills Training (ASIST) classes this summer.

Fiscal Year* (?)

2025

Funding Source*

State Grant

Contract Description / Type* (?)

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

Contract Owner*

Jennifer Battle

Previous History of Contracting with Vendor/Contractor*☒ Yes ☐ No ☐ Unknown**Please add previous contract dates and what services were provided***

It was during the pandemic FY 2020

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)☐ Yes ☐ No ☒ Unknown**Community Partnership* (?)**☐ Yes ☐ No ☒ Unknown**Supporting Documentation Upload (?)**

Email exchange with HPD.docx	34.41KB
Invoice 1104.pdf	92.65KB

How does this contract support Agency/Unit Strategic priorities?*

We are tasks to provide suicide prevention training to stakeholders in the community.

Vendor/Contractor Contact Person**Name***

Rena Stewart

Address*

Street Address

Peer Support Unit

Address Line 2

1200 Travis Street Floor 8

City

Houston

Postal / Zip Code

77002

State / Province / Region

Texas

Country

United States

Phone Number*

713-308-1215

Email*

Rena.Stewart@HoustonPolice.Org

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
7003	\$ 0.00	543058
Budget Manager	Secondary Budget Manager	
Ilejay, Kevin	Campbell, Ricardo	

Provide Rate and Rate Descriptions if applicable* (?)

We will be paid \$1000.00 for all three trainings

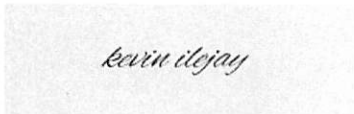
Project WBS (Work Breakdown Structure)* (?)

The Harris Center will be paid \$1000.00 for the three ASIST trainings this summer

Requester Name	Submission Date
Prasad, Carroll	4/1/2025

Budget Manager Approval(s)

Approved by



Approval Date
4/1/2025

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval


Approved by



Approval Date
4/2/2025

Contracts Approval

Approved by



Approval Date
4/2/2025



Executive Contract Summary

Contract Section

Contractor*

City of Houston-Fire Department-Emergency Medical Services

Contract ID #*

na

Presented To*

- ☒ Resource Committee
☐ Full Board

Date Presented*

4/15/2025

Parties* (?)

Houston Fire Department - Proactive Needs Team and The Harris Center for Mental Health and IDD

Agenda Item Submitted For: * (?)

- ☒ Information Only (Total NTE Amount is Less than \$250,000.00)
☐ Board Approval (Total NTE Amount is \$250,000.00 or more)
☐ Grant Proposal
☐ Revenue
☐ SOW-Change Order-Amendment#
☐ Other

Procurement Method(s)*

Check all that Apply

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

Funding Information*

- ☒ New Contract ☐ Amendment

Contract Term Start Date* (?)

3/1/2025

Contract Term End Date* (?)

8/31/2025

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

Fiscal Year* (?)

2025

Amount* (?)

\$ 0.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

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

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

See attached document.

Director: Jami Mack

Contract Owner*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor*

☒ Yes ☐ No ☐ Unknown

Please add previous contract dates and what services were provided*

The City of Houston ARPA, COH and the Harris Center /
CCD "Crisis Call Diversion Program

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

☐ Yes ☐ No ☒ Unknown

Community Partnership* (?)

☒ Yes ☐ No ☐ Unknown

Specify Name*

The City of Houston

Supporting Documentation Upload (?)

Data Sharing and BAA-Example.docx	83.9KB
Harris Center and HFD Proactive Needs Team.docx	14.88KB

Vendor/Contractor Contact Person**Name***

Nikki Corpening

Address*

Street Address

1600 Jefferson Street

Address Line 2

City

Houston

Postal / Zip Code

77002

State / Province / Region

TX

Country

US

Phone Number*

832.394.6830

Email*

Nekiea.corpening@houstontx.gov

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
7002	\$ 0.00	0

Budget Manager

Oshman, Jodel

Secondary Budget Manager

Ramirez, Priscilla

Provide Rate and Rate Descriptions if applicable* (?)

na

Project WBS (Work Breakdown Structure)* (?)

na

Requester Name

Singh, Patricia

Submission Date

3/4/2025

Budget Manager Approval(s)

Approved by

Jodel Oshman

Approval Date

3/4/2025

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Kim Kornmayer

Approval Date

3/5/2025

Contracts Approval

Approve*

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

Approved by*

Belinda Stude

Approval Date*

3/6/2025



Annual Renewal Evaluation

Current Fiscal Year Contract Information

Current Fiscal Year

2025

Contract ID# *

7409

Contractor Name *

Gulf Coast Center

Service Provided* (?)

Crisis Intervention Helpline/Access Services provided to Callers.

Renewal Term Start Date *

3/1/2025

Renewal Term End Date *

2/28/2026

Term for Off-Cycle Only (For Reference Only)
Agenda Item Submitted For: (?)

- ☐ Information Only (Total NTE Amount is Less than \$250,000.00)
- ☐ Board Approval (Total NTE Amount is \$250,000.00 or more)
- ☐ Grant Proposal
- ☒ Revenue
- ☐ SOW-Change Order-Amendment#
- ☐ Other

Procurement Method(s) *

Check all that Apply

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

Contract Description / Type

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

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

- ☐ Yes
- ☒ No
- ☐ Unknown

Contract NTE* (?)

\$ 0.00

Rate(s)/Rate(s) Description

\$7,500.00 for call volume between 501 to 750 calls per month. If volume of call(s) exceed 10% of the current contracted range, then volume will be billed at \$14.00 per call.

Unit(s) Served*

N/A

G/L Code(s)*

N/A

Current Fiscal Year Purchase Order Number*

N/A

Contract Requestor*

Jennifer Battle

Contract Owner*

Jennifer Battle

File Upload (?)

Evaluation of Current Fiscal Year Performance



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

☐ Yes ☒ No

Were Services delivered as specified in the contract?*

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

Renewal Determination



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

☒ Yes ☐ No

How does this contract support Agency/Unit Strategic priorities? *

revenue

Renewal Information for Next Fiscal Year

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
7001	\$ 108,000.00	420015
Budget Manager *		Secondary Budget Manager *
Ilejay, Kevin		Campbell, Ricardo

Provide Rate and Rate Descriptions if applicable * (?)

increase monthly rate to 9000.00 and increase cost per call
overage to \$15.00.

Project WBS (Work Breakdown Structure) * (?)

NA

Fiscal Year * (?)	Amount * (?)
2025	\$ 54,000.00
Fiscal Year * (?)	Amount * (?)
2026	\$ 54,000.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source *

Private Pay Source

Contract Content Changes

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

☒ Yes ☐ No

Please Explain *

increase monthly rate to 9000.00 and increase cost per call
overage to \$15.00.

Will the scope of the Services change? *

☐ Yes ☒ No

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

☐ Yes ☒ No

Are there any changes in the Performance Targets? *

☐ Yes ☒ No

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

☐ Yes ☒ No

File Upload (?)

Contract Owner

Contract Owner* (?)

Please Select Contract Owner

Jennifer Battle

Budget Manager Approval(s)

Approved by

Kevin Ileyay

Contract Owner Approval

Approved by

Jennifer Battle

Contracts Approval

Approve*

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

Approved by*

Belinda Stude

Approval Date*

3/13/2025



Executive Contract Summary

Contract Section

Select Header For This Contract *

Interlocal

Contractor *

Harris County Sheriff Office

Contract ID # *

2025-1043

Presented To *

☒ Resource Committee

☐ Full Board

Date Presented *

4/15/2025

Parties * (?)

Harris County Sheriff Office and The Harris Center for IDD and MH Services

Agenda Item Submitted For: * (?)

☐ Information Only (Total NTE Amount is Less than \$250,000.00)

☒ Board Approval (Total NTE Amount is \$250,000.00 or more)

☐ Grant Proposal

☐ Revenue

☐ SOW-Change Order-Amendment#

☐ Other

Procurement Method(s) *

Check all that Apply

☐ Competitive Bid

☐ Request for Proposal

☐ Request for Application

☐ Request for Quote

☒ Interlocal

☐ Not Applicable (If there are no funds required)

☐ Competitive Proposal

☐ Sole Source

☐ Request for Qualification

☐ Tag-On

☐ Consumer Driven

☐ Other

Funding Information *

☒ New Contract ☐ Amendment

Contract Term Start Date * (?)

5/1/2025

Contract Term End Date * (?)

9/30/2025

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

new contract pending approval

Fiscal Year * (?)

2025

Amount * (?)

\$ 998,239.87

Fiscal Year* (?)

2024

Amount* (?)

\$ 162,000.00

Funding Source*

County

Contract Description / Type* (?)

- ☐ Personal/Professional Services
☐ Consumer Driven Contract
☐ Memorandum of Understanding
☐ Affiliation or Preceptor
☐ BAA/DUA
☐ Pooled Contract
☐ Renewal of Existing Contract

- ☐ Consultant
☒ New Contract/Agreement
☐ Amendment to Existing Contract
☐ Service/Maintenance
☐ IT/Software License Agreement
☐ Lease
☐ Other

Contract Owner*

Sean McElroy

Previous History of Contracting with Vendor/Contractor*

☒ Yes ☐ No ☐ Unknown

Please add previous contract dates and what services were provided*

Oct 2023 - Sept 2024

Jail Clinical Services

Competency and Sanity Services

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

☐ Yes ☐ No ☒ Unknown

Community Partnership* (?)

☒ Yes ☐ No ☐ Unknown

Specify Name*

Harris County

Supporting Documentation Upload (?)

How does this contract support Agency/Unit Strategic priorities?*

Providing services to help clients with mental health issues transition into community

Vendor/Contractor Contact Person



Name*

Michael Lanham

Address*

Street Address

1200 Baker Street

Address Line 2

City

Houston

Postal / Zip Code

77002-1206

State / Province / Region

TX

Country

US

Phone Number*

3462861620

Email*

michael.lanham@sheriff.hctx.net

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6207	\$ 1,160,239.87	540000

Budget Manager

Williams-Wesley, Sheenia

Secondary Budget Manager

Reyes, Elizabeth

Provide Rate and Rate Descriptions if applicable* (?)

n/a

Project WBS (Work Breakdown Structure)* (?)

n/a

Requester Name

Williams-Wesley, Sheenia

Submission Date

3/26/2025

Budget Manager Approval(s)

Approved by

Sheenia Williams-Wesley

Approval Date

3/26/2025

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Sean McElroy

Approval Date

3/27/2025

Contracts Approval

Approved by

Belinda Stude

Approval Date

3/27/2025



Executive Contract Summary

Contract Section

Select Header For This Contract *

Interlocal

Contractor *

Harris County Sheriff's Office

Contract ID # *

na

Presented To *

☒ Resource Committee

☐ Full Board

Date Presented *

4/15/2025

Parties * (?)

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

Agenda Item Submitted For: * (?)

☐ Information Only (Total NTE Amount is Less than \$250,000.00)

☒ Board Approval (Total NTE Amount is \$250,000.00 or more)

☐ Grant Proposal

☒ Revenue

☐ SOW-Change Order-Amendment#

☐ Other

Procurement Method(s) *

Check all that Apply

☐ Competitive Bid

☐ Request for Proposal

☐ Request for Application

☐ Request for Quote

☒ Interlocal

☐ Not Applicable (If there are no funds required)

☐ Competitive Proposal

☐ Sole Source

☐ Request for Qualification

☐ Tag-On

☐ Consumer Driven

☐ Other

Funding Information *

☒ New Contract ☐ Amendment

Contract Term Start Date * (?)

9/1/2024

Contract Term End Date * (?)

8/31/2025

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

Fiscal Year * (?)

2025

Funding Source*

County

Contract Description / Type* (?)

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

Contract Owner*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor*☒ Yes ☐ No ☐ Unknown**Please add previous contract dates and what services were provided***

Currently under contract.

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)☐ Yes ☐ No ☒ Unknown**Community Partnership* (?)**☒ Yes ☐ No ☐ Unknown**Specify Name***

Harris County Sheriff's Office

Supporting Documentation Upload (?)

JOINDER AND AMENDMENT NO. 01 - HCCO PRECINCT 1-8 (fully exec.
11.30.2021).pdf 1.33MB

How does this contract support Agency/Unit Strategic priorities?*

The agency's strategic plan aims to expand program availability and services and reach all Harris County zip codes. The CORE program services Harris County, partnering with licensed clinicians to complete MH assessments and collaborating with Harris County Sheriff deputies. The contract is to continue with the Constable Precincts 1-8 to have clinicians aid in suicide prevention, identifying individuals who may be a danger to others and deterioration, and linking these individuals to MH treatment.

Vendor/Contractor Contact Person**Name***

See the attached contract

Address*

Street Address

XXXX

Address Line 2

City

Houston

Postal / Zip Code

77002-2055

State / Province / Region

TX

Country

US

Phone Number*

00000000000

Email*

xxxxxxx@xxxx.org

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9259	\$ 0.00	403024
Budget Manager	Secondary Budget Manager	
Oshman, Jodel	Ramirez, Priscilla	

Provide Rate and Rate Descriptions if applicable* (?)

Pursuant to the ILA, the Agency will submit a detailed report and invoice to the county for review and approval monthly prior to any monthly drawdown.

Project WBS (Work Breakdown Structure)* (?)

na

Requester Name

Singh, Patricia

Submission Date

3/25/2025

Budget Manager Approval(s)

Approved by

Jodel Oshman

Approval Date

3/25/2025

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Kim Kornmayer

Approval Date

3/26/2025

Contracts Approval

Approved by

Belinda Stude

Approval Date

4/1/2025



Executive Contract Summary

Contract Section

Select Header For This Contract *

Interlocal

Contractor *

Harris County Sheriff's Office

Contract ID # *

na

Presented To *

- ☒ Resource Committee
☐ Full Board

Date Presented *

4/15/2025

Parties * (?)

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

Agenda Item Submitted For: * (?)

- ☐ Information Only (Total NTE Amount is Less than \$250,000.00)
☒ Board Approval (Total NTE Amount is \$250,000.00 or more)
☐ Grant Proposal
☒ Revenue
☐ SOW-Change Order-Amendment#
☐ Other

Procurement Method(s) *

Check all that Apply

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

Funding Information *

- ☒ New Contract ☐ Amendment

Contract Term Start Date * (?)

9/1/2024

Contract Term End Date * (?)

8/31/2025

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

Fiscal Year * (?)

2025

Funding Source*

County

Contract Description / Type* (?)

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

Contract Owner*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor*☒ Yes ☐ No ☐ Unknown**Please add previous contract dates and what services were provided***

Currently under contract

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)☐ Yes ☐ No ☒ Unknown**Community Partnership* (?)**☒ Yes ☐ No ☐ Unknown**Specify Name***

Harris County Sheriff's Office

Supporting Documentation Upload (?)**How does this contract support Agency/Unit Strategic priorities?***

The agency's strategic plan aims to expand program availability and services and reach all Harris County zip codes.

The clinician officer remote evaluation (CORE) services all of Harris County, providing licensed clinicians to complete mental health assessments collaborating with HCFM officers via the HCSO contract. This contract is to have clinicians to aid in suicide prevention, identifying individuals who may also be a danger to other and deterioration and link to these individual

Vendor/Contractor Contact Person**Name***

Laurie L. Christensen Harris County Fire Marshal's Office

Address*

Street Address

2345 Atascocita Road

Address Line 2

City

Humble

Postal / Zip Code

77396-3504

State / Province / Region

TX

Country

US

Phone Number*

713-274-1660

Email*

laurie.christensen@fmo.hctx.net

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9259	\$ 0.00	403024

Budget Manager

Oshman, Jodel

Secondary Budget Manager

Ramirez, Priscilla

Provide Rate and Rate Descriptions if applicable* (?)

Pursuant to the ILA the Agency will on a monthly basis submit a detailed report and invoice to the county for review and approval prior to any monthly draw down.

Project WBS (Work Breakdown Structure)* (?)

na

Requester Name

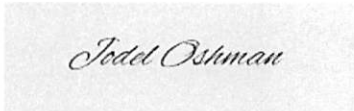
Singh, Patricia

Submission Date

3/21/2025

Budget Manager Approval(s)

Approved by



Approval Date

3/21/2025

Procurement Approval

File Upload (?)

Approved by

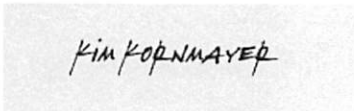


Sign

Approval Date

Contract Owner Approval

Approved by



Approval Date

3/24/2025

Contracts Approval

Approved by

Belinda Stude

Approval Date

3/25/2025



Executive Contract Summary

Contract Section

Select Header For This Contract *

Interlocal

Contractor *

Harris County Veteran's Department

Contract ID # *

N/A

Presented To *

☒ Resource Committee

☐ Full Board

Date Presented *

4/15/2025

Parties * (?)

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

Agenda Item Submitted For: * (?)

☐ Information Only (Total NTE Amount is Less than \$250,000.00)

☒ Board Approval (Total NTE Amount is \$250,000.00 or more)

☐ Grant Proposal

☒ Revenue

☐ SOW-Change Order-Amendment#

☐ Other

Procurement Method(s) *

Check all that Apply

☐ Competitive Bid

☐ Request for Proposal

☐ Request for Application

☐ Request for Quote

☒ Interlocal

☐ Not Applicable (If there are no funds required)

☐ Competitive Proposal

☐ Sole Source

☐ Request for Qualification

☐ Tag-On

☐ Consumer Driven

☐ Other

Funding Information *

☒ New Contract ☐ Amendment

Contract Term Start Date * (?)

9/1/2024

Contract Term End Date * (?)

8/31/2025

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

Fiscal Year * (?)

2025

Funding Source*

County

Contract Description / Type* (?)

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

Contract Owner*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor*☒ Yes ☐ No ☐ Unknown**Please add previous contract dates and what services were provided***

Currently under contract

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)☐ Yes ☐ No ☒ Unknown**Community Partnership* (?)**☒ Yes ☐ No ☐ Unknown**Specify Name***

Harris County Sheriff's Office

Supporting Documentation Upload (?)**How does this contract support Agency/Unit Strategic priorities?***

The agency's strategic plan aims to expand program availability and services and reach all Harris County zip codes.

The CORE program services all of Harris County partnering licensed clinicians to complete MH assessments collaborating with Harris County Sheriff deputies. This contract is to have clinicians to aid in suicide prevention, identifying individuals who are veterans who may also be a danger to others and deterioration and link these individuals to MH treatment.

Vendor/Contractor Contact Person**Name***

Dave Lewis, Harris County Veterans Services Department

Address*

Street Address

2100 Travis Street, Suite 210, Houston, TX 77002

Address Line 2

City

Humble

Postal / Zip Code

77002

State / Province / Region

TX

Country

US

Phone Number*

281-876-6600

Email*

dave.lewis.vsd@harriscountytexas.gov

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9259	\$ 0.00	403024
Budget Manager	Secondary Budget Manager	
Oshman, Jodel	Ramirez, Priscilla	

Provide Rate and Rate Descriptions if applicable* (?)

Pursuant to the ILA the Agency will on a monthly basis submit a detailed report and invoice to the county for review and approval prior to any monthly draw down.

Project WBS (Work Breakdown Structure)* (?)

na

Requester Name

Singh, Patricia

Submission Date

3/24/2025

Budget Manager Approval(s)

Approved by

Jodel Oshman

Approval Date

3/25/2025

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Kim Kornmayer

Approval Date

3/25/2025

Contracts Approval

Approved by

Belinda Stude

Approval Date

3/25/2025



Executive Contract Summary

Contract Section

Contractor*

Houston Independent School District

Contract ID #*

2025-1036

Presented To*

- ☒ Resource Committee
☐ Full Board

Date Presented*

3/28/2025

Parties* (?)

Houston Independent School District and The Harris Center for Mental Health and IDD.

Agenda Item Submitted For: * (?)

- ☒ Information Only (Total NTE Amount is Less than \$250,000.00)
☐ Board Approval (Total NTE Amount is \$250,000.00 or more)
☐ Grant Proposal
☐ Revenue
☐ SOW-Change Order-Amendment#
☐ Other

Procurement Method(s)*

Check all that Apply

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

Funding Information*

- ☒ New Contract ☐ Amendment

Contract Term Start Date* (?)

3/17/2025

Contract Term End Date* (?)

8/31/2025

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

Fiscal Year* (?)

2025

Amount* (?)

\$ 0.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

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

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

The purpose of the contract is for SMART program to collaborate with Houston ISD to provide Behavioral Health services to students in their families in Houston ISD. The prevention services may include skills building, problem solving, conflict resolution, healthy parenting, peer support groups, parent education groups, zero suicide awareness, and healthy lifestyle promotion.

Contract Owner*

Tiffanie Williams-Brooks

Previous History of Contracting with Vendor/Contractor*

☒ Yes ☐ No ☐ Unknown

Please add previous contract dates and what services were provided*

2023 and 2024

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

☐ Yes ☐ No ☒ Unknown

Community Partnership* (?)

☒ Yes ☐ No ☐ Unknown

Specify Name*

Houston Independent School District

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

Pamela Evans

Address*

Street Address

4400 West 18th Street

Address Line 2

City

Houston

Postal / Zip Code

77092-8501

State / Province / Region

TX

Country

US

Phone Number*

713-556-6928

Email*

pevans@houstonisd.org

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
4150	\$ 0.00	000000
Budget Manager	Secondary Budget Manager	
Smith, Janai	Shelby, Debbie	

Provide Rate and Rate Descriptions if applicable* (?)

0.00

Project WBS (Work Breakdown Structure)* (?)

0.00

Requester Name

Bowser, Mohagony

Submission Date

3/6/2025

Budget Manager Approval(s)

Approved by

Janai Lynette Smith

Approval Date

3/6/2025

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Stephanie Williams Brooks, M.A., L.P.V.S.

Approval Date

3/6/2025

Contracts Approval

Approve*

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

Approved by*

Belinda Stude

Approval Date*

3/7/2025



Executive Contract Summary

Contract Section

Contractor*

Midtown Management District

Contract ID #*

NA

Presented To*

- ☒ Resource Committee
☐ Full Board

Date Presented*

4/15/2025

Parties* (?)

Midtown Management District, Harris County Constables Office Pct 7 and The Harris Center for Mental Health and IDD

Agenda Item Submitted For: * (?)

- ☒ Information Only (Total NTE Amount is Less than \$250,000.00)
☐ Board Approval (Total NTE Amount is \$250,000.00 or more)
☐ Grant Proposal
☐ Revenue
☐ SOW-Change Order-Amendment#
☐ Other

Procurement Method(s) *

Check all that Apply

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

Funding Information*

- ☒ New Contract ☐ Amendment

Contract Term Start Date* (?)

5/1/2025

Contract Term End Date* (?)

4/30/2026

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

12 month pilot 05/01/25 - 04/30/2026

Fiscal Year* (?)

2025

Amount* (?)

\$ 213,037.60

Funding Source*

Private Pay Source

Contract Description / Type* (?)

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

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

Midtown Management District will fund a program that partners Midtown District, Harris County Constables Office Pct 7 and The Harris Center that mirrors the function of the CCAP program that partners Houston Downtown Management District, HCSO, and The Harris Center. Mental Health support and outreach will be provided to the homeless community in Midtown area. The goal will be to provide street level support and assist with connection to Search for housing services to help people move into housin

Contract Owner*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor*

☐ Yes ☒ No ☐ Unknown

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

☐ Yes ☐ No ☒ Unknown

Community Partnership* (?)

☐ Yes ☐ No ☒ Unknown

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

Jaime Giraldo

Address*

Street Address

401 Pierce Street

Address Line 2

City

Houston

Postal / Zip Code

77002

State / Province / Region

TX

Country

United States

Phone Number*

7135267577

Email*

security@midtownhouston.com

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

Budget Unit Number*

9283

Amount Charged to Unit*

\$ 213,037.60

Expense/GL Code No.*

419081

Budget Manager

Oshman, Jodel

Secondary Budget Manager

Ramirez, Priscilla

Provide Rate and Rate Descriptions if applicable* (?)

NA

Project WBS (Work Breakdown Structure)* (?)

NA

Requester Name


Honsinger, Amber

Submission Date

3/25/2025

Budget Manager Approval(s)

Approved by



Approval Date

3/26/2025

Procurement Approval

File Upload (?)

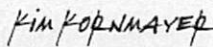
Approved by

Sign

Approval Date

Contract Owner Approval

Approved by



Approval Date

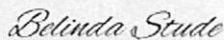
3/26/2025

Contracts Approval

Approve*

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

Approved by*



Approval Date*

3/27/2025



Annual Renewal Evaluation

Current Fiscal Year Contract Information

Current Fiscal Year

2025

Contract ID#*

7424

Contractor Name*

Spindletop Center

Service Provided* (?)

Crisis Line Services to provide MH and IDD resources and support to Callers.

Renewal Term Start Date*

3/1/2025

Renewal Term End Date*

2/28/2026

Term for Off-Cycle Only (For Reference Only)
Agenda Item Submitted For: (?)

- ☐ Information Only (Total NTE Amount is Less than \$250,000.00)
- ☐ Board Approval (Total NTE Amount is \$250,000.00 or more)
- ☐ Grant Proposal
- ☒ Revenue
- ☐ SOW-Change Order-Amendment#
- ☐ Other

Procurement Method(s)*

Check all that Apply

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

Contract Description / Type

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

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

- ☐ Yes
- ☒ No
- ☐ Unknown

Contract NTE* (?)

\$ 0.00

Rate(s)/Rate(s) Description

\$8,200.00 for call volume between 751 to 1,000 calls per month. If volume of call(s) exceed 10% of the current contracted range then volume will be billed at \$12.00 per call.

Unit(s) Served*

N/A

G/L Code(s)*

N/A

Current Fiscal Year Purchase Order Number*

N/A

Contract Requestor*

Jennifer Battle

Contract Owner*

Jennifer Battle

File Upload (?)

Evaluation of Current Fiscal Year Performance

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

☐ Yes ☒ No

Were Services delivered as specified in the contract? *

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No

Renewal Determination

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

☒ Yes ☐ No

How does this contract support Agency/Unit Strategic priorities? *

revenue

Renewal Information for Next Fiscal Year

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
7001	\$ 132,000.00	420015
Budget Manager *		Secondary Budget Manager *
Ilejay, Kevin		Campbell, Ricardo

Provide Rate and Rate Descriptions if applicable * (?)

increase monthly fee to \$11,000.00 and \$15.00 per call overage.

Project WBS (Work Breakdown Structure) * (?)

NA

Fiscal Year * (?)	Amount * (?)
2025	\$ 66,000.00
Fiscal Year * (?)	Amount * (?)
2026	\$ 66,000.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source *

Private Pay Source

Contract Content Changes

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

☒ Yes ☐ No

Please Explain *

monthly fee \$11,000.00 and \$15.00 per call overage.

Will the scope of the Services change? *

☐ Yes ☒ No

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

☐ Yes ☒ No

Are there any changes in the Performance Targets? *

☐ Yes ☒ No

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

☐ Yes ☒ No

File Upload (?)

Contract Owner

Contract Owner* (?)

Please Select Contract Owner

Jennifer Battle

Budget Manager Approval(s)

Approved by

Kevin iljay

Contract Owner Approval

Approved by

Jennifer Battle

Contracts Approval

Approve*

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

Approved by*

Belinda Stude

Approval Date*

3/13/2025

EXHIBIT F-6



**Authorization to increase the FY25 Open PO for parkers at NPC
Admin Employee Surface Parking at the Texas Medical Center**

The Harris Center's Purchasing Department is requesting approval to increase the Open PO to cover staff parking fees in the amount of \$1,152.00.

November 2024 Board approved increase of \$422.00 for a total of \$249,722.00

Increase Requested: \$1,152.00

New NTE: \$250,874.00

Vendor	Service Description	FY 2025 Board Approved NTE \$Amount	Increase	Comments
Texas Medical Center/LAZ	NPC Employee Parking Fees	\$249,722	\$1,152.00	Funds are required to cover the January rate increase in fees for unit 3352.

Submitted By:

DocuSigned by:

Sharon Brauner

258C3C5A6EF9416...

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

Recommended By:

DocuSigned by:

Nina Cook

5163F40013774CA...

Nina M. Cook, MBA, CTCM, CTCD
Director of Purchasing

DocuSigned by:

Stanley Adams

E758EDD68CE04D3...

Stanley Adams, MBA
Chief Financial Officer

EXHIBIT F-7

Northeast Community Wellness Center Competitive Sealed Proposal

Presented by: Stanley Adams, MBA
April 2025



Competitive Sealed Proposal – Evaluation Criteria

Evaluation Category	Relative Weight
Price Proposal	30%
Experience and Reputation of the Proposer including warranty services	20%
Demonstrated Qualifications of Personnel and Team	20%
Quality and extent to which the goods and services meet the Harris Center's needs	15%
Whether the offeror's financial capability is appropriate to the size and scope of the project	15%
TOTAL	100%

Competitive Sealed Proposal – Proposal Evaluation Scores

Evaluation Team	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E	Vendor F	Vendor G	Vendor H	Vendor I
Evaluator 1	4.65	4.20	3.90	3.85	3.45	3.10	3.00	2.45	2.35
Evaluator 2	4.15	4.20	4.05	4.05	3.25	3.10	3.00	2.45	2.35
Evaluator 3	4.80	4.70	4.40	3.65	3.65	3.50	3.00	2.40	3.20
Evaluator 4	4.50	4.55	4.05	3.65	3.45	3.05	3.15	2.30	3.65
Evaluator 5	3.90	4.15	4.15	3.40	4.55	4.30	3.95	3.85	4.80
Average Evaluation Score	4.40	4.36	4.11	3.72	3.67	3.41	3.22	2.69	3.27

The total possible score is 5.00.

CSP – Pricing

	Vendor A	Vendor B
Pricing Proposal*	\$22,390,000	\$23,277,000
Value Engineering with Highest Ranked Vendor	\$20,505,485	

*Pricing is from original CSP Base Bid and includes the Owner's Contingency sum of \$500,000

Note: Value Engineering (VE) was performed with the highest ranked vendor to see what can be done to be closer to the budget

Northeast Budget

Cost Estimate

CONSTRUCTION		August 20, 2024	April 8, 2025	
Item		Construction Documents Update	Update	Notes
Description				
Cost Element				
BASE BUILDING, BUILDOUT, AND SITEWORK COST OF WORK				
New Construction		\$17,047,213	\$19,599,620	
General Conditions		\$1,234,772	\$950,000	
Insurance & Bond		Included Above	\$390,380	
GC Fee		\$724,608	\$750,000	
Owner CN		\$410,845	\$500,000	
Bidding Escalation CN		\$0	\$200,000	
2023 Escalation (4%)		\$0	\$0	
2024 Escalation (3%)		\$0	\$0	Assumes GC buyout in August 2024
Cost Reduction Items		-\$939,431	-\$1,884,515	
TOTAL ESTIMATED CONSTRUCTION COST		\$18,478,005	\$20,505,485	Increase \$2,027,480.00
TOTAL DESIGN SERVICES & FEES		\$1,769,052	\$1,586,177	Services not used: (\$182,875)
TOTAL FURNISHINGS & EQUIPMENT		\$1,163,190	\$1,163,190	No Change
TOTAL MISCELLANEOUS COST & EQUIPMENT		\$332,263	\$230,032	Not a MUD so less anticipated cost (\$102,231)
TOTAL CONTINGENCY		\$857,491	\$857,491	No Change
TOTAL PROJECT		\$22,600,001	\$24,342,375	Total Budget difference: \$1,742,374.00

Award Recommendation



Award Recommendation
Northeast Community Wellness Center CSP
7529 Little York Road, Houston TX 77016
Project# FY25-0309

The Request for Competitive Sealed Proposal opened for Construction of the Northeast Community Wellness Center on Tuesday, March 18, 2025, at 2:00 P.M. The original opening date was scheduled for Monday, March 17, 2025, at 10:00 a.m., but Contractors requested an extension to the date. The revised Opening Date was sent out in an Addendum. The notice was sent to all vendors and was posted on the Harris Center website, ESD and advertised in the Chronicle in two separate weeks.

The Project Team consisted of the following members: Sharon Brauner, Purchasing Manager, James Blunt, Buyer II, Nina Cook, Director of Purchasing, Michael Mitchell, Director Facility Services, Karen Hurst, Assistant Director Facilities Services, Jonathan Pertuit, Senior Project Manager of Construction, Kendra Thomas, General Counsel, Ernest Savoy, Sr. Asst. General Counsel, Belinda Stude, Paralegal, Sr. Contracts Coordinator, Stanley Adams, Chief Financial Officer, Rachel Beasley, VP Revenue Cycle, Keena Pace, Chief Operating Officer, Mustafa Cochinwala, Chief Information Officer, Lance Britt, Division VP-Behavioral Health Services, Maria Richardson, Director-Project Management, Richard Hurst, Senior Director-Information Technology, Stephen Cheatham, Vice President of MStrategic Partners, Edgar Barron, Senior Project Manager, MStrategic Partners, Denise Yee, Architect, RDLR Architects, Daniel Ortiz, RDLR Architects and Stacy L. Paltiyevich, Attorney, Rogers Morris & Grover.

An estimated Twelve hundred (1200) General Contractors and Sub-Contractors were identified in this area of interest from our procurement Software and were notified of this opportunity. An additional Three Hundred Fifty Two (352) General Contractors and Sub-Contractors were identified by Procurement Project Manager's research, which included the previous vendor list and were also notified of this opportunity. The specifications were posted for four (4) weeks in five (5) local newspapers, Houston Business Journal, Forward Times, Houston Defender, Informacion Publishing, and Houston Chronicle. The CSP was posted on The Harris Center's website, the State of Texas Electronic State Business Daily website, Women's Enterprise Alliance (WBEA), Houston Minority Supplier Development Council (HMSDC). Notice was sent to the Greater Northside Chamber of Commerce.

A Mandatory Pre-Proposal Conference was held at 9401 Southwest Freeway, Houston, Texas 77074 on Thursday, February 27, 2025, at 10:00 A.M. The attendees consisted of staff from The Harris Center, MStrategic Partners, RDLR Architects, and potential Contractors and Sub-Contractors. (Approximately 86+ attended) A site visit was not held on location due to the limited area for parking. All questions were received on March 5, and responded to on March 12. Five (5) Addendums were sent out to respond to questions asked by the Contractors and Sub-Contractors.

Received nine (9) responses and four (4) non-participations. The nine (9) responses were deemed responsive and evaluated by the project team. Value Engineering meetings were held with the highest ranked Contractor on Wednesday, March 26, 2025, and Thursday, April 3, 2025.

Recommended Contractor:

Flintco, LLC

The team members rated each response using a qualitative approach. Based on the project team's evaluation of responses received, it is recommended **Flintco, LLC**, be selected based on best value to the Agency.

The term of the agreement is effective upon the date of execution through final completion of the project plus the applicable warranty period.

The total NTE (Not to Exceed) for final completion of the project is **\$20,505,485.00**, this amount includes the Owner's Contingency sum of \$500,000.00. Funding source to be determined.

Submitted By:

DocuSigned by:
Sharon Brauner

268G3CA0EEF8418
Sharon Brauner, A.P.P., C.P.M.
Purchasing Manager

Recommended By:

DocuSigned by:
Nina Cook

2103F40913775C3
Nina Cook, MBA, CTCM, CTCD
Director of Purchasing

DocuSigned by:
Stanley Adams

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Stanley Adams, MBA
Chief Financial Officer

Thank you.

EXHIBIT F-8

NPC Renovation Contract Revisions

- **Project:** NPC Renovations
- **Vendor:** O'Donnell/Snider Construction
- **Request:** Contract Extension & NTE Increase
- **Budgeted:** Yes

Term	Current	Change	Proposed
Term Date	8/1/2022 (Start Date)	Extend	8/31/2026
Budget Amount	\$4,553,818	\$400,000	\$4,953,818

Executive Contract Summary

Contract Section

Contractor*

O'Donnell / Snider Construction LLC

Contract ID #*

2022-0428

Presented To*

- ☐ Resource Committee
☒ Full Board

Date Presented*

4/22/2025

Parties* (?)

O'Donnell / Snider Construction and The Harris Center

Agenda Item Submitted For: * (?)

- ☐ Information Only (Total NTE Amount is Less than \$250,000.00)
☒ Board Approval (Total NTE Amount is \$250,000.00 or more)
☐ Grant Proposal
☐ Revenue
☐ SOW-Change Order-Amendment#
☐ Other

Procurement Method(s) *

Check all that Apply

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

Funding Information*

- ☐ New Contract ☒ Amendment

Contract Term Start Date* (?)

8/1/2022

Contract Term End Date* (?)

8/31/2026

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

Current Contract Amount*

\$ 4,553,818.00

Increase Not to Exceed*

\$ 400,000.00

Revised Total Not to Exceed (NTE) *

\$ 4,953,818.00

Fiscal Year* (?)

2025

Amount* (?)

\$ 4,953,818.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- ☐ Personal/Professional Services
☐ Consumer Driven Contract
☐ Memorandum of Understanding
☐ Affiliation or Preceptor
☐ BAA/DUA
☐ Pooled Contract
☒ Renewal of Existing Contract

- ☐ Consultant
☐ New Contract/Agreement
☐ Amendment to Existing Contract
☐ Service/Maintenance
☐ IT/Software License Agreement
☐ Lease
☐ Other

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

extension of contract through 8/31/2026 to complete work and pending change orders / requests. Increase of \$400,000.00 to cover approved change orders and address safety issues., no supporting documents needed per Kendra/Mustafa, NTE on PO CT44343 being increased by \$400,000.00 to \$4,953,818.00 in 1126/900040

Contract Owner*

Karen Hurst

Previous History of Contracting with Vendor/Contractor*

☒ Yes ☐ No ☐ Unknown

Please add previous contract dates and what services were provided*

2022 to current for the NPC project

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

☐ Yes ☒ No ☐ Unknown

Please provide an explanation*

does not meet criteria

Community Partnership* (?)

☐ Yes ☒ No ☐ Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name*

O'Donnell / Snider - Cory Burkhalter

Address*

Street Address

1900 West Loop South, Ste. 500

Address Line 2

City

Houston

State / Province / Region

TX

Postal / Zip Code

77027

Country

USA

Phone Number*

7135544811

Email*

cburkhalter@odonnellsnider.com

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

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1126	\$ 400,000.00	900040
Budget Manager		Secondary Budget Manager
Campbell, Ricardo		Campbell, Ricardo

Provide Rate and Rate Descriptions if applicable* (?)

increasing PO by \$400,000.00 to an NTE of \$4,953,818.00
per change orders

Project WBS (Work Breakdown Structure)* (?)

FM21.1126.02 NPC Renovations

Requester Name

Harper, Sarah

Submission Date

4/16/2025

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

4/16/2025

Procurement Approval**File Upload (?)****Approved by**

Sign

Approval Date**Contract Owner Approval**

Approved by

Karen E. Hurst

Approval Date

4/16/2025

Contracts Approval

Approve *

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

Approved by *

Ernest A. Savoy

Approval Date *

4/16/2025