



TEXAS
Health and Human
Services

Texas Department of State Health Services

John Hellerstedt, M.D.
Commissioner

The Honorable Chris Hill
Collin County Judge
825 N. McDonald Street, Suite 130
McKinney, Texas 75069

Subject: Coronavirus 2019 (COVID-19)
 Contract Number: HHS000769800001, Amendment 3
 Contract Amount: \$1,357,355.00
 Contract Term: April 21, 2020 through March 15, 2022

Dear Judge Hill:

Enclosed is the Public Health Emergency Preparedness Coronavirus 2019 (COVID-19) contract between the Department of State Health Services and Collin County.

The purpose of this amendment is to realign the budget, to allow for continued support of the Coronavirus 2019 (COVID-19) response and in alignment with the Public Health Crisis Response Cooperative Agreement for Emergency Response from the Centers for Disease Control and Prevention (CDC) in support of public health emergency preparedness.

Please let me know if you have any questions or need additional information.

Sincerely,

Jennifer Boggs, CTCM
Contract Manager
512-776-3967
Jennifer.Boggs@dshs.texas.gov

TEXAS DEPARTMENT OF STATE HEALTH SERVICES
COLLIN COUNTY, TEXAS
(DSHS CONTRACT NO. HHS000769800001)

AMENDMENT NO. 3

The Department of State Health Services (“**DSHS**” or “**System Agency**”) and Collin County, Texas (“**Local Government**” or “**Grantee**”), collectively referred to herein as the “**Parties**,” to that certain Interlocal Cooperation Contract for activities in support of Coronavirus 2019 (“**COVID-19**”) response and in alignment with the Public Health Crisis Response Cooperative Agreement for Emergency Response that was effective April 21, 2020 and denominated DSHS Contract No. HHS000769800001 (the “**Contract**”), as amended, now desire to further amend the Contract..

Whereas, the Parties desire to revise the budget categories amounts to allow for continued support of COVID-19 response activities; and

Whereas, the Parties have chosen to exercise their option to amend the Contract in accordance with Section IV of the Contract.

Now, therefore, the Parties amend and modify the Contract as follows:

- Attachment B, Budget**, of the Contract is amended by deleting the budget table in its entirety and replacing it with two new sections as follows:

1. Budget Categories:

Budget Categories	COVID 19 Pre-award Cost from Jan. 20, 2020	COVID 19 Funding Allocation- Base	COVID 19 Funding Allocation- A.1	Totals
Personnel	\$0.00	\$475,859.00	\$386,193.00	\$862,052.00
Fringe Benefits	\$0.00	\$156,367.00	\$126,903.00	\$283,270.00
Travel	\$0.00	\$110.00	\$0.00	\$110.00
Equipment	\$0.00	\$0.00	\$133,655.00	\$133,655.00
Supplies	\$0.00	\$30,654.00	\$33,808.00	\$64,462.00
Contractual	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$6,903.00	\$6,903.00	\$13,806.00
Total Direct Costs	\$0.00	\$669,893.00	\$687,462.00	\$1,357,355.00
Indirect Cost Rate Amount	\$0.00	\$0.00	\$0.00	\$0.00
Contract Total	\$0.00	\$669,893.00	\$687,462.00	\$1,357,355.00

- Transfers between Budget Categories.** DSHS, in its sole discretion, may approve fund transfers between budget categories upon Grantee’s written request that must

include a detailed explanation that supports the need for the fund transfer. Grantee must seek DSHS' written approval prior to making any fund transfers.

2. This Amendment shall be effective the date last signed below.
3. Except as modified by this Amendment, all terms and conditions of the Contract, as amended, shall remain in effect.
4. Any further revisions to the Contract shall be by written agreement of the Parties.

**Department of State Health
Services**

Collin County, Texas

By: _____

By: _____

Date of Execution: _____

Date of Execution: _____

Form PCS 515

**REVIEW AND CERTIFICATION OF SOLICITATION,
AND ROUTING REQUEST OF PROPOSED CONTRACT**



Section 1: Contract Information

<input type="checkbox"/> New Contract Number HHS000769800001	<input checked="" type="checkbox"/> Amendment Number 3	<input type="checkbox"/> Emergency (See Texas Government Code (TGC) Ch. 418; §2155.137 and Texas Administrative Code (TAC) §20.41)
<input type="checkbox"/> New Work Order Number []	<input type="checkbox"/> Amendment Number []	

Contractor Legal Business Name:
Collin County

Total Contract Value (Including Renewals) \$1,357,355	Note - Total Contract Value Enter \$ value manually, in comma format e.g. \$1,000.00 or paste a copied value into the field. For MCO contracts enter the word Capitation
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Requesting Agency/Program
DSHS: CPS/ COVID-19

Contract Manager Name Jennifer Boggs	Contract Manager Email jennifer.Boggs@dshs.texas.gov	Contract Manager Phone 512-776-3967
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Purchaser/Buyer Name []	Purchaser/Buyer Email []	Purchaser/Buyer Phone []
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Section 2: CAPPS Approvals - The individuals listed shall be program specific contract approvers as designated by the program area

	Approver Title	Approver Name	Approver E-mail Address	See Attached Proof of Approval
1.	Contract Manager	Jennifer Boggs	Jennifer.Boggs@dshs.texas.gov	<input type="checkbox"/>
2.	Program Area Approver	Helen Whittington	helen.whittington@dshs.texas.gov	<input type="checkbox"/>
3.	Section Director	Patty Melchior	patty.melchior@dshs.texas.gov	<input type="checkbox"/>
4.	Associate Commissioner	David Gruber	David.Gruber@dshs.texas.gov	<input type="checkbox"/>
5.	Budget	Amanda Hudson	amanda.hudson@dshs.texas.gov	<input type="checkbox"/>
6.	Deputy Commissioner	Jennifer Sims	jennifer.sims@dshs.texas.gov	<input type="checkbox"/>
7.	Legal	Shadd Pegram	Shadd.Pegram@hhs.texas.gov	<input checked="" type="checkbox"/>
8.	[]	[]	[]	<input type="checkbox"/>
9.	[]	[]	[]	<input type="checkbox"/>
10.	[]	[]	[]	<input type="checkbox"/>
11.	[]	[]	[]	<input type="checkbox"/>
12.	[]	[]	[]	<input type="checkbox"/>
13.	[]	[]	[]	<input type="checkbox"/>
14.	[]	[]	[]	<input type="checkbox"/>
15.	[]	[]	[]	<input type="checkbox"/>

DocuSign Routing Path Begins**Section 3: Internal DocuSign Review and Approval for Agency, Budget, Legal and PCS**

Signatory	Name	E-mail Address
HHS Budget (\$1M and over only)	Trey Wood	Trey.Wood@HHSC.State.TX.US
Legal Director (\$1M and over only)	Andy Marker	Andy.Marker@HHSC.State.TX.US
Office of Chief Counsel (\$1M and over only)	Karen Ray	Karen.Ray@HHSC.State.TX.US
PCS Deputy Associate Commissioner (DAC) (under \$1M only) Appropriate DAC Team		
PCS Associate Commissioner (\$1M and over only)	Chad Riley	Chad.Riley@HHSC.State.TX.US

Section 4: DocuSign Signatories

Signatory	Name	E-mail Address
Contractor Signature Authority	Chris Hill	chill@co.collin.tx.us
Additional Contractor Signature Authority*		
Contractor Signature cc	Janna Benson-Caponera; Jarrad Winn	jbenson-caponera@co.collin.tx.us; jwinman@co.collin.tx.us
HHS Signature Authority	Jennifer Sims	jennifer.sims@dshs.texas.gov
HHS Signature Authority cc		
General Inbox cc	CMS Inbox	cmucontracts@dshs.texas.gov

INSTRUCTIONS**PURPOSE**

To direct HHS contracts, work orders, amendments, renewals, and extensions through approval routing and for review of the solicitation process and proposed contract documents.

WHEN TO PREPARE THIS FORM

This form shall be completed for any document requiring CAPPs FIN approval routing and for all DocuSign signature routing. The requestor shall adhere to any HHS Circular-046 requirements in addition to consulting with program to complete the form prior to submission to Procurement and Contracting Services Quality Assurance ("PCS QA"). The information provided on the routing request form will be used by PCS QA to create the document routing approval path in CAPPs FIN as well as creating the DocuSign path for contractor signatory and HHS signatory execution.

A signature on the PCS 515 or approval of the PCS 515 in CAPPs by the Procurement Director or designee, certifies that:

- i. HHSC complied with the HHS Contract Management Handbook, the CPA's Texas Procurement and Contract Management Guide;
- ii. the assessment of each vendor response was based on the evaluation criteria published in the solicitation or the written evaluation criteria established by the Agency/Program;
- iii. the final calculation of scoring of responses was accurate; and any vendor scoring change was reviewed and justified.

PROCEDURE TO COMPLETE PCS 515**Section 1: To be completed by Buyer/Purchaser and Program.**

This section contains necessary contract information.

Section 2: To be completed by Program.

This section contains all required program specific approvers. These individuals will be inserted into the CAPPs approval process. For contracts valued at \$1M and over, approval is required by the program Deputy Executive Commissioner.

DocuSign Routing Path Begins**Section 3: To be completed by Agency, Budget, Legal and PCS.**

This section contains all required Agency, Budget, Legal and PCS reviewers and approvers. For contracts valued under \$1M, approval is required by the appropriate PCS team Deputy Associate Commissioner (DAC). For contracts valued at \$1M and over, approval is required by the Deputy Executive Commissioner of Budget, System Contracting Director, Chief Counsel and Associate Commissioner of PCS.

Section 4: To be completed by Program area.

This section shall contain all required contract signatory information. These individuals will be inserted into the DocuSign routing path.

****There are certain aspects of this form that do not apply to DFPS.****

*** If adding an additional contractor signature authority, please provide instructions on which documents need to be completed by this individual.**

Document Approval Status

SetID HHSTX
Supplier COLLIN COUNTY

Contract ID HHS000769800001

Review/Edit Approvers

Contract Document Approval

Approved View/Hide Comments

Contract Document Approval

Approved ✓ Boggs, Jennifer Contract Manager/Buyer 03/10/21 - 2:35 PM	→	Approved ✓ Whittington, Helen Regina Inserted Approver 03/10/21 - 2:48 PM	→	Approved ✓ Melchior, Patricia A Inserted Approver 03/10/21 - 2:53 PM	→	Approved ✓ Gruber, David Inserted Approver 03/10/21 - 2:59 PM	→	Approved ✓ Hudson, Amanda Boydlin Inserted Approver 03/11/21 - 9:29 AM	→	Approved ✓ Sims, Jennifer D Inserted Approver 03/11/21 - 10:01 AM	→	Approved ✓ Pegram, Shadd Inserted Approver 03/11/21 - 10:06 AM
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▶ **Comments**

▶ **Comment History**

Submit for Approval

From: [Pegram, Shadd \(HHSC\)](#)
To: [Boggs, Jennifer \(DSHS\)](#)
Cc: [Pegram, Shadd \(HHSC\)](#)
Subject: Collin County - FY21 ILC Amendment 3 (HHS00013500001)(DSHS COVID-19) - Matter Closed
Date: Wednesday, March 10, 2021 1:12:42 PM
Attachments: [FY21 HHS000769800001 DSHS ILC Amendment No 3 with Collin County \(COVID-19\) 3-10-21sp.docx](#)
Importance: High

Dear Jennifer,

I have completed my review for the above referenced project and have no further input at this time. The attached amendment is approved as to legal form only, as modified. Additionally, this amendment is based upon the Brownwood-Brown County Health Department amendment reviewed and approved as to legal form only by Andy Marker.

Please review this amendment thoroughly with Program management to confirm their agreement with all contract modifications therein, and to verify that the document is accurate, adequate, and complete, before finalizing with the county.

If you have any questions or additional revisions, please do not hesitate to contact me directly.

This HHS Legal System Contracting matter is closed.

Regards, Shadd

Shadd Pegram, J.D., M.S.Ed. | Attorney
Office of Chief Counsel | System Contracting
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Austin, Texas 78751-6500
Office: (512) 462-6243 | Fax: (512) 730-7497
shadd.peggram@hhs.texas.gov
www.hhs.texas.gov | www.dshs.texas.gov



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Certificate Of Completion

Envelope Id: 898E56BC1D5E428EA2E60F7CAB8F3158	Status: Sent
Subject: Amending \$1,357,355; HHS000769800001; Collin County A-3; DSHS/CPS/COVID-19	
Source Envelope:	
Document Pages: 9	Signatures: 0
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Texas Health and Human Services Commission
Time Zone: (UTC-06:00) Central Time (US & Canada)	1100 W. 49th St.
	Austin, TX 78756
	PCS_DocuSign@hhsc.state.tx.us
	IP Address: 167.137.1.15

Record Tracking

Status: Original	Holder: Texas Health and Human Services	Location: DocuSign
3/14/2021 12:57:55 PM	Commission	
	PCS_DocuSign@hhsc.state.tx.us	

Signer Events

Signer Events	Signature	Timestamp
Chris Hill chill@co.collin.tx.us County Judge Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		Sent: 3/14/2021 1:05:46 PM
Andy Marker Edward.Marker@hhsc.state.tx.us Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Karen Ray Karen.Ray@hhsc.state.tx.us Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Jennifer Sims Jennifer.Sims@dshs.texas.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
<p>CMS inbox cmucontracts@dshs.texas.gov Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; display: inline-block;">COPIED</div>	Sent: 3/14/2021 1:05:46 PM
<p>Jennifer Boggs Jennifer.Boggs@dshs.texas.gov Contract Manager Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; display: inline-block;">COPIED</div>	<p>Sent: 3/14/2021 1:05:46 PM Viewed: 3/15/2021 8:55:13 AM</p>
<p>Janna Benson-Caponera jbenenson-caponera@co.collin.tx.us Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; display: inline-block;">COPIED</div>	<p>Sent: 3/14/2021 1:05:47 PM Viewed: 3/15/2021 8:26:55 AM</p>

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	3/14/2021 1:05:46 PM
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Payment Events	Status	Timestamps
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