



Travis County Commissioners Court Agenda Request

Meeting Date: December 20, 2013

Prepared By/Phone Number: David Walch 46663; Marvin Brice 49765

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Ratify and Approve Contract Modification No. 1 to Contract No. 4400000892 (H.T.E No. PS120192DW), Southwest Key Programs, for Prevention and Intervention Services.

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

Travis County, through Travis County Juvenile Probation, is contracted with Southwest Key Programs to provide services specialized and tailored to effectively intervene with juveniles who are currently not on formal probation but have been identified as children in need of supervision and wrap around services.

This program is funded with grant funds received from the Texas Juvenile Justice Department. In late September Travis County received notification that this grant was awarded an additional year of funding. New pricing was negotiated during October and November. The modification was not returned by the vendor until early December. The Commissioners Court is asked to approve Modification 1 to this contract providing for one additional renewal period of 12-months and ratifying the contract from September 1, 2013 until this modification is executed.

Section 4.10 of the contract states: Pursuant to TEX. LOC. GOV'T. CODE ANN. § 262 et seq., Commissioners Court hereby orders that this Agreement is exempt from the requirements of the County

- **Contract Expenditures:** Within the last 12 months \$102,220.00 has been spent against this contract/requirement.

➤ **Contract-Related Information:**

Award Amount: \$51,110.00 Initial Term
Contract Type: Professional Services Agreement
Contract Period: May 1, 2012 – August 31, 2012

➤ **Contract Modification Information:**

Modification Amount: \$102,220.08
Modification Type: Bi-lateral
Modification Period: September 1, 2013 – August 31, 2014

➤ **Funding Information:**

- SAP Shopping Cart #:
- Funding Account(s): IO#/Grant Number: 101201/800323
GL Number: 511130
- Comments:

MODIFICATION OF CONTRACT NUMBER: 440000892 (H.T.E. PS120192DW) Family Keys Prevention and Intevention Services

ISSUED BY: PURCHASING OFFICE P.O. Box 1748 AUSTIN, TX 78767	PURCHASING AGENT ASST: David Walch TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: October 16, 2013
ISSUED TO: Southwest Key Programs, Inc. Attn: Rachael Luna, General Counsel 6002 Jain Lane Austin, Texas 78721	MODIFICATION NO.: 1	EXECUTED DATE OF ORIGINAL CONTRACT: May 1, 2012

ORIGINAL CONTRACT TERM DATES: 05/01/12 - 8/31/12 CURRENT CONTRACT TERM DATES: 09/1/12 - 8/31/13

FOR TRAVIS COUNTY INTERNAL USE ONLY:

Original Contract Amount: \$153,330.00 Current Modified Amount \$153,330.00.

DESCRIPTION OF CHANGES:

Pursuant to Section 6.0 Amendments/Modifications, the above referenced contract is hereby modified to reflect the following changes:

- A. Ratify services provided for the period of time beginning September 1, 2013 until the date of execution of this modification.
- B. The inclusion of one additional renewal period beginning September 1, 2013 through August 31, 2014.
- C. During this FY2014 renewal period Contractor will bill for services at a 12 month flat fee rate of \$8,518.34 per 20 youth served per month for a total renewal term not to exceed \$102,220.08.

Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

Note to Vendor:

- Complete and execute (sign) your portion of the signature block section below, for all copies and return all signed copies to Travis County.
- DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: <u>Southwest Key Programs Inc.</u>	<input type="checkbox"/> DBA
BY: <u>[Signature]</u> SIGNATURE	<input checked="" type="checkbox"/> CORPORATION
BY: <u>Joella Brooks</u> PRINT NAME	<input type="checkbox"/> OTHER
TITLE: <u>Chief Operations Officer</u> ITS DULY AUTHORIZED AGENT	DATE: <u>11-15-13</u>
TRAVIS COUNTY, TEXAS	DATE:
BY: _____ CYD V. GRIMES, C.P.M., CPPO TRAVIS COUNTY PURCHASING AGENT	
TRAVIS COUNTY, TEXAS	DATE:
BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE	

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TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

2515 South Congress Avenue ~ Austin Texas 78704
Phone: (512)854-7000 Fax: (512)854-7097

ESTELA P. MEDINA
Chief Juvenile Probation Officer

TO: Cyd Grimes
Purchasing Agent

FROM: Estela P. Medina
Estela P. Medina
Chief Juvenile Probation Officer

RE: Southwest Key Prevention and Intervention Program

DATE: October 8, 2013

The Travis County Juvenile Probation Department is requesting to renew the contract with Southwest Key Programs to provide services specialized and tailored to effectively intervene with juveniles who are currently not on formal probation but have been identified as children in need of supervision.

The department would like to renew the contract with Southwest Key to provide these services with grant funds received from the Texas Juvenile Justice Department. An amount of \$102,220.08 will be budgeted and available from September 1, 2013 through August 31, 2014. Southwest Key will bill for services at a 12 month flat fee rate of \$8,518.34 per 20 youth per month.

Vendor: 1000000961
IO#/grant number: 101201/800323
GL#: 511130

If you need additional information in order to proceed, please do not hesitate to call me.

cc: Emmitt Hayes
Sylvia Mendoza

EPM: sm