

**Purchased Client Services Contract
Amendment**

Service Type: Title IV-E County (Legal)

Contract #23941775

Amendment #2014.01

This AMENDMENT (Amendment) of contract #**23941775** (Agreement or Contract) is entered into by and between the **Texas Department of Family and Protective Services** (DFPS or the Department) and **Fort Bend County** (Contractor).

1. Purpose

Section V of the Agreement stipulates that the Contract may only be modified through a written amendment mutually agreed upon and signed by both parties. DFPS procured this Contract under an Interlocal Cooperation Contract for Title IV-E Legal services and has been amended 0 times.

The parties agree that: (1) changes have been made to federal or state laws, regulations, rules or policies, and this contract is amended to reflect such; and (2) this Contract needs to have the option of it being unilaterally amended as necessary to comply with changes made to federal or state laws, regulations, rules or policies and to correct obvious clerical error.

2. Effect of Amendment on Contract

2.1. Unless otherwise modified, the terms and conditions of the Contract shall remain in full force and effect.

2.2. Section I, Subsection B, Paragraph 1: County's Responsibilities of the Original Contract is modified by the following:

2.2.1. Section I(B)(1)(g) Confidentiality is modified by adding "and Records Retention" to the title as follows:

i. **Confidentiality and Records Retention**

2.2.2. Section I(B)(1)(g) of the Original Contract is modified by adding:

(iv) **THE CONTRACTOR MUST NOT DISPOSE OF RECORDS PERTAINING TO CHILDREN IN DFPS CONSERVATORSHIP BEFORE PROVIDING THE DEPARTMENT'S CONTRACT MANAGER WRITTEN NOTICE OF ITS INTENT TO DISPOSE OF RECORDS AND RECEIVING WRITTEN APPROVAL FROM THE DEPARTMENT'S CONTRACT MANAGER.**

2.2.3. New Section I(B)(1)(p)(i) is modified by adding Subsection (e) to the Contract as follows:

e. **Single Audit.** All contractors identified as subrecipients will submit a Single Audit Determination (SAD) form in accordance with HHSC-OIG requirements. If applicable, Contractor will submit an annual financial and compliance audit of Contractor's fiscal year in accordance with Single Audit Requirements of OMB Circular A-133 (Audits of State, Local Government, and Non-Profit Organizations) and Texas Uniform Grant

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Management Standards. Contractor will re-procure with the objective of rotating the independent audit firm every six years. Contractor will submit verification of the re-procurement of the independent audit firm for Single Audits.

- 2.2.4. Section I(B)(1)(r)(ii) Suspension, Ineligibility, and Voluntary Exclusion.** Section I(B)(1)(r)(ii) of the Original Contract is deleted in its entirety and the following provision substituted for same.

Ineligibility, Suspension, and Voluntary Exclusion. Federal Law (2 CFR 180, 2 CFR 376, and Executive Orders 12549, 13224, and 12689) requires DFPS to screen each covered Contractor to determine whether each has a right to obtain a contract in accordance with federal regulations on debarment, suspension, ineligibility, and voluntary exclusion. Contractor certifies the following:

- a. That Contractor and Contractor's principals are, to the best of its knowledge and belief, not on the specially designated nationals list or debarred, suspended, declared ineligible, or voluntarily excluded from participation in this solicitation or any resulting contract.
- b. That Contractor will not knowingly enter into any subcontract with an entity who is on the specially designated nationals list or debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction. Contractor will also not knowingly enter into any subcontract with an entity whose principals are on the specially designated nationals list or debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
- c. That Contractor will include this section regarding debarment, suspension, ineligibility, and voluntary exclusion, and the specially designated nationals list without modification in any subcontracts or solicitations for subcontracts.

- 2.2.5. Section I(B)(1)(r)(iii) Drug Free Workplace Certification.** Section I(B)(1)(r)(iii) of the Original Contract is revised to correct a clerical error by deleting the following language that is struck through as follows:

- c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement ~~required by paragraph t.iii.a;~~
- d. Notifying the employee in the statement ~~required by paragraph r.iii.a~~ that, as a condition of employment under the grant, the employee will—

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- e. Notifying the agency in writing, within ten calendar days after receiving notice ~~under paragraph r.iii.d.ii~~ from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the federal agency has designated a central point for the receipt of such notices. Notice will include the identification number(s) of each affected grant;
- f. Taking one of the following actions, within 30 calendar days of receiving notice ~~under paragraph r.iii.d.ii~~, with respect to any employee who is so convicted—

2.3. Section II. BASIS FOR CALCULATING PAYMENT OBLIGATIONS of the Original Contract is modified by adding Subsection D as follows:

D. Payment

- 1. The County must seek payment or adjustment to payments in accordance with the time limit specified in 45 CFR 95.1 (Code of Federal Regulations). This subpart establishes a two-year (eight quarter) time limit for a State to claim Federal financial participation in expenditures under State plans approved under Title IV-E and Temporary Assistance for Needy Families (TANF). Any bill or amended bill, which is submitted to DFPS later than seven quarters after the end of the quarter of the expense, will not be processed unless DFPS determines that submission for payment of the bill to the federal government can be executed in a proper and timely fashion

2.4. Section V MODIFICATIONS. Subsection V(B) of the Original Contract is deleted in its entirety and the following substituted for same:

- B.** The parties to this Agreement may make modifications to the Contract according to the requirements of this section.
 - 1. **Bilateral Amendment.** Either party to this Agreement may modify this Contract by execution of a mutually agreed upon written amendment signed by both parties.
 - 2. **Unilateral Amendment.** The Department reserves the right to amend this Agreement through execution of a unilateral amendment signed by the DFPS Contract Manager and provided to the Contractor with ten (10) days notice prior to execution of the amendment under the following circumstances.

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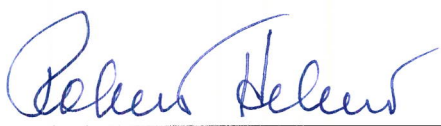
- a. to correct an obvious clerical error in this Contract;
- b. to incorporate new or revised federal or state laws, regulations, rules, or policies.

The parties to Contract #23941775 have duly executed this Amendment to be effective 10/01/2013.

Texas Department of Family
and Protective Services

Contractor: Fort Bend County

Signature
Printed Name: Scott Dixon
Title: Regional Director



Signature
Printed Name: Robert Hebert
Title: Fort Bend County Judge

Date

8-27-2013

Date

All Contractors/Potential Contractors are required to fill out and submit this form.

Completion of this form designates signature authority for Contractor: Fort Bend County

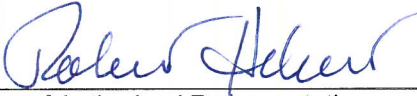
The Contractor may attach a document or letter designating signature authority, including the signature authority's name and title, or verify that the signature below is the only signature authority designated for contracting with DFPS.

☐ Document attached (e.g., from the contractor's governing body)

☒ Signature used below is the signature authority for the Contractor

The Contractor understands that there is an ongoing duty to notify DFPS in writing of any change to signature authority during the term of the contract with DFPS. The Contractor verifies that the attached document or signature below is a complete, true, and correct representation of signature authority.

Robert Hebert
Printed Name


Signature of Authorized Representative

County Judge
Title of Authorized Representative

8-27-2013
Date

Fort Bend County
Legal Name of Contractor/Potential Contractor

23941775
Contract or Procurement Number

The Designated Signature Authority, as referenced above, must authorize in writing the delegation of signature authorities to any additional person(s) to approve and sign contract documents. The Contractor must use the supplied attachment(s) provided by DFPS to capture further delegation information. Both the printed name and signature is required for each authorized individual.

DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES

Additional Authorized Signature Designation

Contractor's Name & Mailing Address:

Date: 8/20/2013

Fort Bend County

301 Jackson Street, Suite 533

Richmond, TX 77469

Program Name & Contract Number:

County IV-E Legal - 23941775

Designation of Contract Signatories

The agency's contract signatory, as referenced on the Signature Authority Designation (form 2031), for the above listed program contract has authorized the following person(s) listed below to approve and sign on the contract functions as indicated. Please note that *both* the printed name and signature is required for each authorized individual.

Robert Ed Sturdivant

County Auditor

Printed Name

Title

Function

Signature

Printed Name

Title

Function

Signature

Printed Name

Title

Function

Signature

Printed Name

Title

Function

Signature

Printed Name

Title

Function

Signature

Certification of Designation

I certify that the person(s) indicated above are designated as "Authorized Official(s)" for the purpose stated and that the signatures are valid. I further understand that it is my responsibility to immediately notify the Division of Regional CPS Contracts in writing of any changes to the above list.

Robert Hebert, County Judge

Printed or Typed Name & Title of Contract
Signatory

Signature

The Federal Funding Accountability and Transparency Act (FFATA) certifications enumerated below represent material facts upon which DFPS relies when reporting information to the federal government required under federal law. If the Department later determines that the Contractor knowingly rendered an erroneous certification, DFPS may pursue all available remedies in accordance with Texas and U.S. law. Signor further agrees that it will provide immediate written notice to DFPS if at any time Signor learns that any of the certifications provided for below were erroneous when submitted or have since become erroneous by reason of changed circumstances. **If the Signer cannot certify all of the statements contained in this section, Signer must provide written notice to DFPS detailing which of the below statements it cannot certify and why.**

Did your organization complete the CCR registration? ☒ Yes ☐ No

Enter Your Dun & Bradstreet (D&B) DUNS Number, and its parent if applicable: 81497075

Did your organization have a gross income, from all sources, of less than \$300,000 in your previous tax year? ☐ Yes ☒ No ☐ N/A (if entity does not generate income)

If your answer is "Yes", skip questions "A", "B", and "C" and finish the certification.
If your answer is "No" or N/A, answer questions "A" and "B".

A. Certification Regarding % of Annual Gross from Federal Awards.

Did your organization receive 80% or more of its annual gross revenue from federal awards during the preceding fiscal year? ☐ Yes ☒ No

B. Certification Regarding Amount of Annual Gross from Federal Awards.

Did your organization receive \$25 million or more in annual gross revenues from federal awards in the preceding fiscal year? ☐ Yes ☒ No

If your answer is "Yes" to both question "A" and "B", you must answer question "C".
If your answer is "No" to either question "A" or "B", skip question "C" and finish the certification.

C. Certification Regarding Public Access to Compensation Information.

Does the public have access to information about the compensation [17 CFR 229.402(c)(2)] of the senior executives (e.g., officers, managing partners, or any other employees in management positions) in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? ☐ Yes ☐ No ☐ N/A (if entity reports through some other means, state how:)

If your answer is "No" you must provide compensation information to DFPS for FFATA reporting. If N/A, you may still be required to supply compensation information pending DFPS or federal awarding agency approval.

FFATA Certifications

As the duly authorized representative (Signatory) of the Contractor named below, I hereby certify that the responses that I have provided to the questions in this certification form are true, complete and correct to the best of my knowledge.

Robert Hebert	
Printed Name of Authorized Representative	Signature of Authorized Representative
County Judge	
Title of Authorized Representative	Date 8-27-2013
Fort Bend County	23941775
Legal Name of Contractor	Contract Number