

H-GAC

Houston-Galveston Area Council
P.O. Box 22777 · 3555 Timmons · Houston, Texas 77227-2777

Subrecipient Agreement - Contract - Fort Bend County - Public Services - ID: 8658

GENERAL PROVISIONS

This Agreement is made and entered into, by and between the Houston-Galveston Area Council hereinafter referred to as H-GAC having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027 and Fort Bend County, hereinafter referred to as the Contractor, having its principal place of business at 301 Jackson, Richmond, TX 77469.

WITNESSETH:

WHEREAS, H-GAC hereby engages the Contractor to perform certain services in accordance with the specifications of the Agreement; and

WHEREAS, the Contractor has agreed to perform such services in accordance with the specifications of the Agreement;

NOW, THEREFORE, H-GAC and the Contractor do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The Contractor warrants and assures H-GAC that it possesses adequate legal authority to enter into this Agreement. The Contractor's governing body, where applicable, has authorized the signatory official(s) to enter into this Agreement and bind the Contractor to the terms of this Agreement and any subsequent amendments hereto.

ARTICLE 2: APPLICABLE LAWS

The Contractor agrees to conduct all activities under this Agreement in accordance with all applicable rules, regulations, directives, standards, ordinances, and laws, in effect or promulgated during the term of this Agreement, including without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When required, the Contractor shall furnish H-GAC with satisfactory proof of its compliance therewith.

ARTICLE 3: INDEPENDENT CONTRACTOR

The execution of this Agreement and the rendering of services prescribed by this Agreement do not change the independent status of H-GAC or the Contractor. No provision of this Agreement or act of H-GAC in performance of the Agreement shall be construed as making the Contractor the agent, servant or employee of H-GAC, the State of Texas or the United States Government. Employees of the Contractor are subject to the exclusive control and supervision of the Contractor. The Contractor is solely responsible for employee related disputes and discrepancies, including employee payrolls and any claims arising therefrom.

ARTICLE 4: WHOLE AGREEMENT

The General Provisions, Special Provisions, and Attachments, as provided herein, constitute the complete Agreement ("Agreement") between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein. Except as otherwise provided herein, this Agreement cannot be modified without written consent of the parties.

ARTICLE 5: SCOPE OF WORK

The services to be performed by the Contractor are outlined in an Attachment to this Agreement.

ARTICLE 6: PERFORMANCE PERIOD

This Agreement shall be performed during the period which begins Sep 01 2021 and ends Aug 31 2023. All services under this Agreement must be rendered within this performance period, unless directly specified under a written change or extension provisioned under Article 15, which shall be fully executed by both parties to this Agreement.

ARTICLE 7: PAYMENT OR FUNDING

Any payment or funding claimed by Contractor shall be paid by H-GAC only under the specific terms set forth in the Special Provisions and Scope of Work. Contractor agrees that payments are predicated upon properly documented and verified proof of performance delivered, and costs incurred by the Contractor, in accordance with the terms outlined by the Special Provisions of this Agreement.

ARTICLE 8: REPORTING REQUIREMENTS

If the Contractor fails to submit to H-GAC in a timely and satisfactory manner any report required by this Agreement, or otherwise fails to satisfactorily render performances hereunder, H-GAC may withhold payments otherwise due and owing the Contractor hereunder. Contractor's failure in reporting or performance may be considered cause for termination of this Agreement. If H-GAC withholds such payments, it shall notify the Contractor of its decision. Payments withheld pursuant to this Article may be held by H-GAC until such time as the delinquent obligations for which funds are withheld are fulfilled by the Contractor. The Contractor's failure to timely submit any report may also be considered cause for termination of this Agreement.

Any additional reporting requirements shall be set forth in the Special Provisions of this Agreement.

ARTICLE 9: NON FUNDING CLAUSE

Any obligation of H-GAC created by this Agreement is conditioned upon the availability of state or federal funds appropriated or allocated for the payment of such obligations. H-GAC shall not be otherwise obligated or liable for any future payments due, or for any damages as a result of interruption of payment or termination.

ARTICLE 10: INSURANCE

Contractor shall maintain insurance coverage for work performed or services rendered under this Agreement as outlined and defined in the attached Special Provisions.

ARTICLE 11: SUBCONTRACTS

Except as may be set forth in the Special Provisions, the Contractor agrees not to subcontract, assign, transfer, convey, sublet or otherwise dispose of this Agreement or any right, title, obligation or interest it may have therein to any third party without prior written approval of H-GAC. The Contractor acknowledges that H-GAC is not liable to any subcontractor or assignee of the Contractor. The Contractor shall ensure that the performance rendered under all subcontracts shall result in compliance with all the terms and provisions of this Agreement as if the performance rendered was rendered by the Contractor. Contractor shall give all required notices, and comply with all laws and regulations applicable to furnishing and performance of the work. Except where otherwise expressly required by applicable law or regulation, H-GAC shall not be responsible for monitoring Contractor's compliance, or that of Contractor's subcontractors, with any laws or regulations.

ARTICLE 12: AUDIT

Notwithstanding any other audit requirement, H-GAC reserves the right to conduct or cause to be conducted an independent audit of any transaction under this Agreement, such audit may be performed by the H-GAC local government audit staff, a certified public accountant firm, or other auditors designated by H-GAC and will be conducted in accordance with applicable professional standards and practices. Contractor who spend seven-hundred fifty thousand dollars (750,000) or more of federal assistance under this contract or cumulatively under all federal contracts in a fiscal year are required to have an audit conducted annually in compliance with 2 CFR 200. Contractor agrees to submit all written reports of monitoring or audits to H-GAC within 30 days of issuance. Any reports that contain

findings from an auditor must also include a corrective action plan from the Contractor in accordance with 2 CFR 200.511.

The Contractor understands and agrees that the Contractor shall be liable to the H-GAC for anything disallowed as a result of audit, in which case future payments are predicated upon repayment as set forth in the Special Provisions.

ARTICLE 13: EXAMINATION OF RECORDS

The Contractor shall maintain during the course of the work complete and accurate records of all of the Contractor's costs and documentation of items which are chargeable to H-GAC under this Agreement. H-GAC, through its staff or designated public accounting firm, the State of Texas, and United States Government, shall have the right at any reasonable time to inspect, copy and audit those records on or off the premises by authorized representatives of its own or any public accounting firm selected by H-GAC. The right of access to records is not limited to the required retention period, but shall last as long as the records are retained. Failure to provide access to records may be cause for termination of the Agreement. The records to be thus maintained and retained by the Contractor shall include (without limitation): (1) personnel and payroll records, including social security numbers and labor classifications, accounting for total time distribution of the Contractor's employees working full or part time on the work, as well as cancelled payroll checks, signed receipts for payroll payments in cash, or other evidence of disbursement of payroll payments; (2) invoices for purchases, receiving and issuing documents, and all other unit inventory records for the Contractor's stocks or capital items; and (3) paid invoices and cancelled checks for materials purchased and for subcontractors' and any other third parties' charges.

The Contractor further agrees to include in all its subcontracts, permitted pursuant to Article 11 hereof. The Contractor agrees that H-GAC and its duly authorized representatives shall until the expiration of seven (7) years after final payment under the subcontract or until all audit findings have been resolved, have access to and the right to examine and copy any directly pertinent books, documents, papers, invoices and records of such subcontractor involving transactions relating to the subcontract.

ARTICLE 14: RETENTION OF RECORDS

The Contractor shall maintain all records pertinent to this Agreement, and all other financial, statistical, property, participant records, and supporting documentation for a period of no less than seven (7) years from the later of the date of acceptance of the final contract closeout. If any litigation, claim, negotiation, audit or other action involving the records has been started before the expiration of the retention period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the seven (7) years, whichever is later, and until any outstanding litigation, audit, or claim has been fully resolved.

ARTICLE 15: CHANGES AND AMENDMENTS

- A. Any alterations, additions, or deletions to the terms of this Agreement, which are required by changes in federal or state Law or by regulations, are automatically incorporated without written amendment hereto, and shall become effective on the date designated by such law or by regulation.
- B. To ensure the legal and effective performance of this Agreement, both parties agree that H-GAC may amend performance under this Agreement, during the contract period, by issuing policy directives to establish or clarify performance requirements under this Agreement. After a period of no less than 30 days subsequent to written notice, unless sooner implementation is required by law, such policy directives shall have the effect of qualifying the terms of this Agreement and shall be binding upon the Contractor as if written herein, provided however that such policy directives shall not alter the terms of this Agreement so as to relieve H-GAC of any obligation specified in this Agreement to reimburse Contractor for costs properly incurred prior to the effective date of such policy directives.

- C. Except as specifically provided by subsections A and B of this Article, any other alterations, additions, or deletions to the terms of this Agreement shall be by modification hereto in writing, and executed by both parties to this Agreement.

ARTICLE 16: TERMINATION PROCEDURES

The Contractor acknowledges that this Agreement may be terminated for Convenience or Default.

A. *Convenience*

H-GAC may terminate this Agreement at any time, in whole or in part, with or without cause, whenever H-GAC determines that for any reason such termination is in the best interest of H-GAC, by providing written notice by certified mail to the Contractor. Upon receipt of notice of termination, all services hereunder of the Contractor and its employees and subcontractors shall cease to the extent specified in the notice of termination.

The Contractor may cancel or terminate this Agreement upon submission of thirty (30) days written notice, presented to H-GAC via certified mail. The Contractor may not give notice of cancellation after it has received notice of default from H-GAC.

B. *Default*

H-GAC may, by written notice of default to the Contractor, terminate the whole or any part of the Agreement, in any one of the following circumstances:

- (1) If the Contractor fails to perform the services herein specified within the time specified herein or any extension thereof; or
- (2) If the Contractor fails to perform any of the other provisions of this Agreement for any reason whatsoever, or so fails to make progress or otherwise violates the Agreements that completion of services herein specified within the Agreement term is significantly endangered, and in either of these two instances does not cure such failure within a period of ten (10) days (or such longer period of time as may be authorized by H-GAC in writing) after receiving written notice by certified mail of default from H-GAC.

ARTICLE 17: SEVERABILITY

H-GAC and Contractor agree that should any provision of this Agreement be determined to be invalid or unenforceable, such determination shall not affect any other term of this Agreement, which shall continue in full force and effect.

ARTICLE 18: FORCE MAJEURE

To the extent that either party to this Agreement shall be wholly or partially prevented from the performance of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed. Determination of force majeure shall rest solely with H-GAC.

ARTICLE 19: COPYRIGHTS

H-GAC, and any related state or federal awarding agency, reserve a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for state or federal government or H-GAC purposes:

- A. The copyright of all maps, data, reports, research or other work developed under this Agreement;
- B. Any copyrights or rights of use to copyrighted material which the Contractor purchases with funding under this Agreement. All such data and material shall be furnished to H-GAC upon request.

ARTICLE 20: OWNERSHIP OF MATERIALS

Except as may be specified in the Special Provisions, all data, reports, research, etc., developed by the Contractor solely as a part of its work under this Agreement, shall become the property of the H-GAC upon completion of this Agreement, or in the event of termination or cancellation hereof. All such data and material shall be furnished to H-GAC at no charge and upon request. Contractor further agrees not to release information about results or deliverables connected to this Agreement to anyone outside of H-GAC, without first obtaining written release authorization from H-GAC.

ARTICLE 21: POLITICAL ACTIVITY; LOBBYING

Nothing related, connected to, or provided under this Agreement may be used in any way to attempt to influence in any manner a member of Congress to favor or oppose any legislation or appropriation by Congress, or for lobbying with state or local legislators. The Contractor, if a recipient of Federal assistance exceeding 100,000 dollars through an H-GAC subcontract, will comply with section 319, Public Law 101-121 (31 U.S.C. 1352).

ARTICLE 22: SECTARIAN INVOLVEMENT PROHIBITED

The Contractor shall ensure that no funds under this Agreement are used, either directly or indirectly, in the support of any religious or anti-religious activity, worship, or instruction.

ARTICLE 23: CONFLICT OF INTEREST

No officer, member or employee of the Contractor or Contractor's subcontractor, no member of the governing body of the Contractor, and no other public officials of the Contractor who exercise any functions or responsibilities in the review or Contractor approval of this Agreement, shall participate in any decision relating to this Agreement which affects his or her personal interest, or shall have any personal or pecuniary interest, direct or indirect, in this Agreement.

ARTICLE 24: FEDERAL COMPLIANCE

Contractor agrees to comply with all federal statutes relating to nondiscrimination, labor standards, and environmental compliance. Additionally, for work to be performed under the Agreement or subcontract thereof, including procurement of materials or leases of equipment, Contractor shall notify each potential subcontractor or supplier of the Contractor's federal compliance obligations. These may include, but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) the Fair Labor Standards Act of 1938 (29 USC 676 et. seq.), (d) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps and the Americans with Disabilities Act of 1990; (e) the Age Discrimination in Employment Act of 1967 (29 USC 621 et. seq.) and the Age Discrimination Act of 1974, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (f) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to the nondiscrimination on the basis of alcohol abuse or alcoholism; (h) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (j) any other nondiscrimination provisions in any specific statute(s) applicable to any Federal funding for this Agreement; (k) the requirements of any other nondiscrimination statute(s) which may apply to this Agreement; (l) applicable provisions of the Clean Air Act (42 U.S.C. § 7401 et seq.), the Federal Water Pollution Control Act, as amended (33 U.S.C. § 1251 et seq.), Section 508 of the Clean Water Act (33 U.S.C. 1251), Executive Order 11738, and the Environmental Protection Agency regulations at 40 CFR Part 15; (m) applicable provisions of the Davis- Bacon Act (40 U.S.C. 276a - 276a-7), the Copeland Act (40 U.S.C. 276c), and the Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708), as set forth in Department of Labor Regulations at 20 CFR 5.5a; (n) the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

ARTICLE 25: CRIMINAL PROVISIONS AND SANCTIONS

The Contractor agrees to perform the Agreement in conformance with safeguards against fraud and abuse as set forth by the H-GAC, the State of Texas, and the acts and regulations of any related state or federal agency. The Contractor agrees to promptly notify H-GAC of any actual or suspected fraud, abuse, or other criminal activity through the filing of a written report within twenty-four (24) hours of knowledge thereof. Contractor shall notify H-GAC of any accident or incident requiring medical attention arising from its activities under this Agreement within twenty-four (24) hours of such occurrence. Theft or willful damage to property on loan to the Contractor from H-GAC, if any, shall be reported to local law enforcement agencies and H-GAC within two (2) hours of discovery of any such act.

The Contractor further agrees to cooperate fully with H-GAC, local law enforcement agencies, the State of Texas, the Federal Bureau of Investigation and any other duly authorized investigative unit, in carrying out a full investigation of all such incidents.

The Contractor shall notify H-GAC of the threat of lawsuit or of any actual suit filed against the Contractor pertaining to this Agreement or which would adversely affect the Contractor's ability to perform services under this Agreement.

ARTICLE 26: TITLES NOT RESTRICTIVE

The titles assigned to the various Articles of this Agreement are for convenience only. Titles shall not be considered restrictive of the subject matter of any Article, or part of this Agreement.

ARTICLE 27: JOINT WORK PRODUCT

This Agreement is the joint work product of H-GAC and the Contractor. This Agreement has been negotiated by H-GAC and the Contractor and their respective counsel and shall be fairly interpreted in accordance with its terms and, in the event of any ambiguities, no inferences shall be drawn against any party.

ARTICLE 28: DISPUTES

All disputes concerning questions of fact or of law arising under this Agreement, which are not addressed within the Whole Agreement as defined pursuant to Article 4 hereof, shall be decided by the Executive Director of H-GAC or his designee, who shall reduce his decision to writing and provide notice thereof to the Contractor. The decision of the Executive Director or his designee shall be final and conclusive unless, within thirty (30) days from the date of receipt of such notice, the Contractor requests a rehearing from the Executive Director of H-GAC. In connection with any rehearing under this Article, the Contractor shall be afforded an opportunity to be heard and offer evidence in support of its position. The decision of the Executive Director after any such rehearing shall be final and conclusive. The Contractor may, if it elects to do so, appeal the final and conclusive decision of the Executive Director to a court of competent jurisdiction. Pending final decision of a dispute hereunder, the Contractor shall proceed diligently with the performance of the Agreement and in accordance with H-GAC's final decision.

ARTICLE 29: CHOICE OF LAW: VENUE

This Agreement shall be governed by the laws of the State of Texas. Venue and jurisdiction of any suit or cause of action arising under or in connection with the Agreement shall lie exclusively in Harris County, Texas.

ARTICLE 30: ORDER OF PRIORITY

In the case of any conflict between or within this Agreement, the following order of priority shall be utilized: 1) General Provisions, 2) Special Provisions, 3) Scope of Work, and, 4) Other Attachments.

ARTICLE 31: UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT (SAM)

In accordance with 2 CFR Title 2, Subtitle A, Chapter I, Part 25 as it applies to a Federal awarding agency's grants, cooperative agreements, loans, and other types of Federal financial assistance as defined in 2 CFR 25.406. Contractor understands and as it relates to 2 CFR 25.205(a), a Federal awarding agency may not make a Federal award or financial modification to an existing Federal award to an applicant or recipient until the entity has complied with the requirements described in 2 CFR 25.200 to provide a valid unique entity identifier and maintain an active SAM registration (www.SAM.gov) with current information (other than any requirement that is not applicable because the entity is exempted under § 25.110). 2 CFR 25.200(b) requires that registration in the SAM **prior to submitting an application or plan**; and maintain an active SAM registration with current information, including information on a recipient's immediate and highest level owner and subsidiaries, as well as on all predecessors that have been awarded a Federal contract or grant within the last three years, if applicable, at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency; and provide its unique entity identifier in each application or plan it submits to the Federal awarding agency. To remain registered in the SAM database after the initial registration, the applicant is required to review and update its information in the SAM database on an annual basis from the date of initial registration or subsequent updates to ensure it is current, accurate and complete. At the time a Federal awarding agency is ready to make a Federal award, if the intended recipient has not complied with an applicable requirement to provide a unique entity identifier or maintain an active SAM registration with current information, the Federal awarding agency: (1) May determine that the applicant is not qualified to receive a Federal award; and (2) May use that determination as a basis for making a Federal award to another applicant.

ARTICLE 32: PROCUREMENT OF RECOVERED MATERIALS

In accordance with 2 CFR 200.323, the Houston-Galveston Area Council and the Contractor or Subrecipient must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include: (1) procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; (2) procuring solid waste management services in a manner that maximizes energy and resource recovery; and (3) establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines. Pursuant to the Federal Rule above, as required by the Resource Conservation and Recovery Act of 1976 (42 U.S.C. § 6962(c)(3)(A)(i)), the Contractor or Subrecipient certifies that the percentage of recovered materials content for EPA-designated items to be delivered or used in the performance of the Agreement will be at least the amount required by the applicable contract specifications or other contractual requirements.

SIGNATURES:

H-GAC and the Contractor have read, agreed, and executed the whole Agreement as of the date first written above, as accepted by:

Contractor

Signature  DocuSigned by:
F546587DD2BD433...

Name KP George

Title County Judge

Date 7/26/2022

H-GAC

Signature  DocuSigned by:
82EC270D5D61423...

Name Chuck Wemple

Title Executive Director

Date 5/26/2022

SPECIAL PROVISIONS

INDEX

1. Governing Law, Standards, and Regulations
2. Mandatory Attachments
3. Party Liability
4. Payments
5. Sanctions and Remedial Measures
6. Coordination of Training Project
7. Cost Principles and Administrative Requirements
8. Reporting
9. Investigations, Monitoring and Technical Assistance
10. Personnel
11. Subcontracts
12. Copyrights and Rights in Data
13. Property
14. Insurance
15. Non-assignment

**HOUSTON-GALVESTON AREA COUNCIL
REGIONAL LAW ENFORCEMENT TRAINING
SPECIAL CONTRACT PROVISIONS**

Incorporated by attachment, as part of the whole agreement, Houston-Galveston Area Council and the Fort Bend County do hereby agree to the following Special Provisions as follows:

ARTICLE 1: GOVERNING LAW, STANDARDS AND REGULATIONS

Fort Bend County shall furnish training that has received certification and accreditation by the Texas Commission on Law Enforcement. The Fort Bend County must have a current license to conduct law enforcement training granted by the Commission. For goods and services other than direct training, all licenses, legal certifications, or inspections required for the services, facilities, equipment, or materials must comply with all applicable state and federal laws and local ordinances. H-GAC may, upon request or at its own discretion, provide additional standards, guidelines or requirements to aid Fort Bend County in rendering appropriate performance. H-GAC's provision of this information shall in no way supersede the precedence of applicable laws and regulations.

ARTICLE 2 MANDATORY ATTACHMENTS

In consideration of H-GAC's compensation offer hereinafter described, Fort Bend County accepts and shall provide H-GAC approved services in consideration as specifically described in the Scope of Work, attached hereto and mutually incorporated herein. Fort Bend County further agrees to implement the requirements of the Scope of Work according to the agreed upon Budget, as attached and incorporated.

ARTICLE 3 PARTY LIABILITY

In consideration of full and satisfactory performance hereunder, H-GAC will be liable to Fort Bend County for costs billed in accordance with the agreed upon rate for such services as described in the Fort Bend County proposal coinciding with the contract performance dates. This payment is subject to the following limitations: 1) H-GAC is not liable for expenditures made in violation of regulations, rules or policies promulgated under applicable local, state, or federal laws, 2) Except as specifically authorized by H-GAC in writing, H-GAC is liable only for expenditures made in compliance with the applicable cost principles and administrative requirements set forth in a properly executed attachment to this Agreement, 3) H-GAC is not liable to Fort Bend County for costs incurred or performance rendered before the beginning date or after termination of this Agreement, 4) H-GAC is not liable for any costs incurred in the performance of this Agreement, which have not been billed to H-GAC within 30 days following termination of this Agreement.

ARTICLE 4 PAYMENTS

The Fort Bend County covenants and agrees to provide regional law enforcement training set forth in this contract and Scope of Service. The H-GAC hereby agrees to engage the Fort Bend County and the Fort Bend County agrees to perform regional law enforcement training hereinafter set forth pursuant to the provisions of the grant from the Office of the Governor, Criminal Justice Division. The services to be performed by the Fort Bend County are herewith outlined in the Scope of Service

- A. The H-GAC shall make payments to the Fort Bend County for training and other services as outlined in the attached Scope of Work and Budget for an amount not to exceed \$144,365.00.
- B. The Fort Bend County shall be paid the agreed upon reimbursement cost of each course conducted as listed in the Scope of Work. In no event shall the payment for a course exceed the amount shown in the Scope of Work unless an amendment to this contract has been mutually agreed upon in written form by authorized signatory officials to this agreement. Fort Bend County shall not be paid for any

individual course until that course has been conducted and completed. Fort Bend County shall bill the H-GAC for fully documented and substantiated costs of all courses conducted with each contract quarter. The quarterly reimbursement form and supporting documentation will be due to the H-GAC on the following dates during the contract period:

January 13
March 13
June 13
September 13

All requests must be timely submitted to . During the Agreement performance period, an invoice or report submission is considered timely when it is received by close of business on the above dates for the expenses incurred in the reporting quarter. Untimely submissions by Fort Bend County could result in a delay or rejection of payment by H-GAC. An invoice or report from Fort Bend County must be delivered to H-GAC each quarter whether or not any expenses have occurred.

Reimbursement from H-GAC shall be processed quarterly, within forty-five (45) days after the receipt of the Fort Bend County's completed invoice with required supporting documentation. Incomplete documentation could result in a delay of payment until deficiencies are cured.

ARTICLE 5 SANCTIONS OR REMEDIAL MEASURES

- A. Performance Sanctions. Fort Bend County's failure to comply with any provision of this contract and attached Scope of Services, any applicable federal or state laws, regulations and rules, and any other applicable H-GAC policies, issuances, and rules may subject Fort Bend County to sanctions and/or remedies imposed by H-GAC.
- B. Financial Sanctions. H-GAC retains the right to deduct the amount of any advance payment or previous overpayment made by H-GAC, from any subsequent billing submitted by Fort Bend County for violations under this contract. Failure to comply with the Fort Bend County obligations or submit billings timely is valid justification for termination of this contract or disallowance of payment. Fort Bend County will be liable for and will repay to H-GAC, on demand, any amounts which are not expended in compliance with this contract, or disallowed as a result of a resolution agreement. Fort Bend County will further be responsible for any audit exception or other payment deficiency covered by this contract and all subcontracts hereunder which is found to exist my monitoring or auditing by any party as authorized or required by H-GAC. Fort Bend County will be liable for such funds and will repay such funds even if the improper expenditure, if any, was made by a subcontractor of Fort Bend County. All repayment made by the Fort Bend County shall be from non-federal funds. Fort Bend County's failure to pay within 30 days after demand may result in legal actions to recover such funds, sanctions as set forth in this section and/or additional cost including allowable interest.
- C. If the Fort Bend County fails to submit to H-GAC in a timely and satisfactory manner any report required by this contract, or otherwise fails to satisfactorily render performances hereunder, H-GAC may withhold payments otherwise due and owing to Fort Bend County. If H-GAC withholds such payments, it will notify the Fort Bend County in writing of its reasons for withholding payment. Payments withheld pursuant to this paragraph may be held by H-GAC until such time as the delinquent obligations for which funds are withheld are fulfilled by the Fort Bend County.
- D. If the Fort Bend County neglected to follow procurement rules when buying inventory or equipment, H-GAC may recover funds. H-GAC may withhold payments on any invoices owed to a Fort Bend County if the Fort Bend County does not provide a current inventory when requested. H-GAC may refuse to close a contract and make a final payment to Fort Bend County if the Fort Bend County's inventory is not current with H-GAC records. H-GAC may also recover funds when Fort Bend County fails to report stolen or lost equipment.
- E. Notwithstanding H-GAC's exercise of its right of early termination, the Fort Bend County

will not be relieved of any liability for damages due to H-GAC. H-GAC may withhold payment to Fort Bend County on this contract until such time as the exact amount of damages due to H-GAC from the Fort Bend County is agreed upon or is otherwise determined by H-GAC.

ARTICLE 6 COORDINATION OF TRAINING PROJECT

The H-GAC shall provide coordination of training activities, including overall monitoring and implementation of the training program. The H-GAC training Coordinator shall act as liaison between the area law enforcement agencies and the Fort Bend County, and the Office of the Governor, Criminal Justice Division.

The Fort Bend County shall provide a staff coordinator of services under this contract who holds a valid Instructor certificate from the TCOLE and who shall act as liaison between the Fort Bend County and the H-GAC. The Fort Bend County shall immediately notify the H-GAC in writing of any change in the TCOLE certification.

SECTION 7 COST PRINCIPLES AND ADMINISTRATIVE REQUIREMENTS

Except as otherwise specifically authorized by H-GAC in writing, Fort Bend County will comply with the applicable cost principles and administrative requirements set forth in 2 CFR 200 and 48 CFR, Chapter 1, Part 31, (Federal Acquisition Regulations). Additionally, the Texas Office of the Governor has released guidance under the Uniform Grant and Contract Management Standards (UGCMS) and those requirements are included herein. Where there is a conflict between federal and state requirements, federal requirements take precedence.

SECTION 8 REPORTING

In addition to the financial reporting requirements set forth in these Special Contract Provisions and H-GAC's policies and procedures, Fort Bend County will submit such other reports, contract closeout, requested data, and/or ad hoc reports and information on the operation and performance of this Contract as may be required by H-GAC. H-GAC shall provide a reasonable time for response, in consideration of the nature and availability of the information requested.

SECTION 9 INVESTIGATIONS, MONITORING AND TECHNICAL ASSISTANCE

- A. Fort Bend County agrees to cooperate with any monitoring, inspection, audit, or investigation of activities related to this Contract as may be conducted by H-GAC, applicable federal or state agencies, and the State of Texas, or their duly authorized representatives. This cooperation may include access to the premises for the purpose of questioning employees or participants and for the purpose of examining and/or photocopying any books, records, including participant records, papers, or other documents whatsoever relating to this Contract and the performance thereof.
- B. H-GAC reserves the right to conduct, or to have conducted by designated representatives, monitoring and evaluation of Fort Bend County's performance as well as performances of Fort Bend County's subcontractors rendered under this Contract. H-GAC will notify Fort Bend County of any deficiencies noted during such review, and may withhold payments as appropriate based upon such review, pursuant to these Special Contract Provisions. H-GAC will provide technical assistance to Fort Bend County in correcting deficiencies noted. H-GAC may conduct follow-up visits to review the previous deficiencies and to assess the efforts made to correct them.

ARTICLE 10 PERSONNEL

The Fort Bend County shall furnish all necessary personnel with the professional classification, qualifications, skill and expertise required to perform the services to be rendered pursuant to Article 2 of the Special Contract Provisions. The Fort Bend County shall be responsible for completion of the services to be rendered and will provide all necessary supervision and coordination of activities that may be required to complete the services.

The Fort Bend County shall not subcontract work to be performed as described by Article 2 of the Special Contract Provisions without prior written consent of H-GAC.

ARTICLE 11 SUBCONTRACTS

The Fort Bend County shall furnish to the H-GAC a copy of the completed "Agreement for Consultant/Instructor" when the Fort Bend County uses the services of a person as an instructor or consultant when that person is not part of the regular instructional staff of the contracting institution. Copies of the Agreement shall be kept on file at the Fort Bend County's Law Enforcement Academy. Copies of these shall be furnished to the H-GAC upon request.

ARTICLE 12 COPYRIGHTS AND RIGHTS IN DATA

When activities involved in the services provided for in this Contract produce original books, manuals, films, computer programs (including executable computer programs and supporting data in any form) or other copyrightable material, the Fort Bend County may copyright such, but the Governor's Office of General Counsel and Criminal Justice reserves a royalty-free, non-exclusive and irrevocable license to produce, publish and use such materials and to authorize others to do so.

Provisions appropriate to effectuate the purpose of this condition must be in all employment contracts, consultant agreements and other subcontracts emanating from this Contract.

SECTION 13 PROPERTY

Fort Bend County will acquire, maintain, and/or dispose of property purchased with funds received under this Contract in accordance with 2 CFR 200 and the Uniform Grant Management Standards of Texas. If conflict of requirements exists, the more restrictive requirement will be followed.

ARTICLE 14 INSURANCE

The Fort Bend County represents to H-GAC that it self-insures its general liability exposure including bodily injury, death and property damage. The limits of liability are set in part by the Texas Tort Claims Act. The Fort Bend County self-insures workers compensation and employer's liability under the Texas Workers Compensation Act.

ARTICLE 15 NON-ASSIGNMENT

The provisions of this contract shall not be assignable without the prior written consent of the other party. Written consent on the part of H-GAC shall be in the form of a motion or resolution, adopted by the Board of Directors of H-GAC.

SCOPE OF WORK

Gus George Law Enforcement Academy

ROLES AND RESPONSIBILITIES

Gus George Law Enforcement Academy

- Gus George Law Enforcement Academy agrees to provide regional law enforcement training outlined in Attachment A.
- Gus George Law Enforcement Academy agrees to submit reimbursement requests utilizing the form contained in Attachment B pursuant with the reimbursement schedule set forth in this contract.
- Gus George Law Enforcement Academy agrees to communicate to The Houston-Galveston Area Council (H-GAC) any changes in minimum enrollment for courses or course substitutions utilizing the forms contained in Attachments C and D of this contract.
- Gus George Law Enforcement Academy agrees to submit all required documentation to the Texas Commission on Law Enforcement (TCOLE).

Houston-Galveston Area Council

- H-GAC agrees to reimburse Gus George Law Enforcement Academy for completed courses in a timely manner upon receipt of the form contained within Attachment B and in accordance with the reimbursement schedule outlined in this contract.

PROJECT SCOPE

- Gus George Law Enforcement Academy will provide training and instruction to law enforcement officers and personnel within the H-GAC region.
- Gus George Law Enforcement Academy will only provide instruction to students who are eligible or who will be eligible for certification upon completion of a course, by the Texas Commission on Law Enforcement (TCOLE).

PERFORMANCE PERIOD

- The performance period for this contract begins September 1, 2021 and ends August 31, 2023.

PLACE OF PERFORMANCE

- Training will be conducted at contractor's campus academy classroom or online. However, some classes may use off campus location. Examples include, but not limited to, vehicle driving course, firearms range, or locations for tactical training.

FY 2022 - 2024**Gus George Law Enforcement Academy Budget**

Acct #	Account Name	
50001	Direct Salaries & Wages	
51001	Consultant	
51003	Other Contract Services	\$ 144,365.00
51004	Auditing Costs	
51005	Legal Services	
53002	Travel (In and Out-of-Region)	
54004	Expendable Equipment	
55001	Office Supplies	
55002	Meeting Expenses	
55003	Printing (Outside)	
55004	Books & Publications	
55005	Maintenance & Repair (Physical)	
55008	Software & Database	
55009	Employee Development	
55010	Program Promotion	
55011	Employee Recruiting	
55012	Licenses & Permits (outside)	
55015	Postage & Delivery	
55016	Subscription/Membership	
55017	Legal Notice	
55018	Operating Expenses	
55028	Public Media	
56001	Pass Through	
61001	GIS/Network Allocation	
62001	Internal Services Allocation	
63001	Benefits Allocation	
65001	Indirect Allocation	
80000	Rent Allocation	
TOTAL		\$ 144,365.00

ATTACHMENT A

Houston-Galveston Area Council			
FY 2022-2024 Law Enforcement Training Courses Chart			
Gus George Law Enforcement Academy			
Course Name	TCOLE Course #	Minimum Enrollment	Price
ADVANCED HUMAN TRAFFICKING	3271	10	\$ 1,672.00
ADVANCED POLICE INSTRUCTOR	1017	10	\$ 3,025.00
ARREST SEARCH AND SEIZURE	2108	10	\$ 1,672.00
BASIC INVESTIGATOR COURSE	3280	10	\$ 3,179.00
BASIC JAILER CERTIFICATION	1120	6	\$ 5,280.00
BASIC PEACE OFFICER CERTIFICATION		10	\$ 29,700.00
BASIC POLICE INSTRUCTOR	1014	10	\$ 3,025.00
BASIC TELECOMMUNICATIONS CERT.	1013	10	\$ 3,311.00
CANINE ENCOUNTERS	4065	10	\$ 990.00
CHILD ABUSE AND NEGLECT	2105	10	\$ 2,299.00
COURT SECURITY SPECIALIST	10999	10	\$ 2,695.00
CRIME SCENE SEARCH	2106	10	\$ 2,739.00
CRISIS INTERVENTION CERTIFICATION	1850	10	\$ 3,179.00
CULTURAL DIVERSITY	3939	10	\$ 990.00
DE-ESCALATIONS TECHNIQUES	1849	10	\$ 2,200.00
FAMILY VIOLENCE	3901	10	\$ 990.00
FIELD TRAINING OFFICER	3702	10	\$ 3,179.00
FIREARMS INSTRUCTOR CERTIFICATION	2222	6	\$ 2,640.00
HUMAN TRAFFICKING	3270	10	\$ 1,672.00
IMPLICIT BIAS & SOCIAL JUSTICE	2066	10	\$ 990.00
MANAGING DIRECT SUPERVISION	2084	10	\$ 1,870.00
MENTAL HEALTH FOR JAILERS	4900	10	\$ 990.00
NEW SUPERVISOR'S COURSE	3737	10	\$ 3,234.00
OFF DUTY ENCOUNTERS	3922	10	\$ 990.00
PATROL RIFLE COURSE	3322	6	\$ 2,640.00
SPANISH FOR POLICE	2109	10	\$ 2,860.00
SPECIAL INVESTIGATIVE TOPICS	3232	10	\$ 990.00
TCIC/TLETS FULL ACCESS	4802	10	\$ 2,282.50
TCIC/TLETS LESS THAN FULL ACCESS	4801	10	\$ 1,540.00
TCIC/TLETS MOBILE	4800	10	\$ 1,182.50
USE OF FORCE	2107	10	\$ 2,200.00

ATTACHMENT B

FY 2022- 2024 Reimbursement Form

Gus George Law Enforcement Academy

[illegible]

ATTACHMENT C**HOUSTON-GALVESTON AREA COUNCIL****FY 2022 - 2024 LAW ENFORCEMENT TRAINING BELOW MINIMUM ENROLLMENT FORM**

Please complete the following steps:

- 1) **Complete** your agency and contact information below
- 2) **Type** in the name of the course(s) for minimum enrollment below
- 3) **Save** this form in your hard drive for your records
- 4) **E-mail** this form as an attachment to publicsafetygrants@h-gac.com.

Agency Name:

Mailing Address:

Physical Address:

City:

State: **TX**

Zip Code:

E-mail Address:

Telephone #:

Fax #:

Course Title	Course Date / Instructor's Name	Minimum Enrollment Required	Projected Enrollment

Please state why it is necessary to go below minimum enrollment for this course:

Requested
By:

Printed Name & Title

H-GAC
Staff:

Printed Name & Title

ATTACHMENT D

HOUSTON-GALVESTON AREA COUNCIL

FY 2022 - 2024 LAW ENFORCEMENT TRAINING COURSE SUBSTITUTION FORM

Please complete the following steps:

- 1) **Complete** your agency and contact information below
- 2) **Type** in the course(s) you will not be conducting with the course(s) you would like to substitute
- 3) **Save** this form in your hard drive for your records
- 4) **E-mail** this form as an attachment to publicsafetygrants@h-gac.com.

Agency Name:

Mailing Address:

Physical Address:

City:

State: **TX**

Zip Code:

E-mail Address:

Telephone #:

Fax #:

	Course Title	TCOLE Course Number	Scheduled Date of Class	Contract Minimum Enrollment Required	Course Hours	Contact Hours
Old Class						
New Class						

Please state reason(s) for substitution:

Requested
By:

Printed Name & Title

H-GAC
Staff:

Printed Name & Title