



**AMENDMENT NO. 3 TO
GLO CONTRACT NO. 20-066-006-C038**

THE GENERAL LAND OFFICE (the “GLO”) and **FORT BEND COUNTY** (“Subrecipient”), each a “Party” and collectively “the Parties” to GLO Contract No. 20-066-006-C038 (the “Contract”), desire to amend the Contract. Therefore, the Parties agree as follows:

1. **SECTION 3.01** of the Contract is amended to reflect a termination date of **June 30, 2024**.
2. This Amendment shall be effective upon the earlier of the date of the last signature or October 31, 2023.
3. The terms and conditions of the Contract not amended herein shall remain in force and effect.

SIGNATURE PAGE FOLLOWS

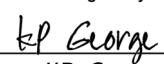
**SIGNATURE PAGE FOR AMENDMENT NO. 3 TO
GLO CONTRACT No. 20-066-006-C038**

GENERAL LAND OFFICE

FORT BEND COUNTY

DocuSigned by:


708995437457497
Mark A. Havens
Chief Clerk

DocuSigned by:


K.P. George
By: _____
Title: County Judge

Date of execution: 11/17/2023

Date of execution: 11/16/2023

OGC 

PM 

SDD 

DGC 

GC 

DLC 



SUPPORTING DOCUMENTS



TEXAS GENERAL LAND OFFICE

DRAFTING REQUEST FORM

You are listed as a Project Manager for a Base Grant that is either expiring or the Contract Management Division (CMD) has been asked to initiate an amendment on. Please select one of the following options:

Option 1: Approved to Expire

Option 2: Amendment Required

If Option 1:

Thank you! You may now save this document and return it to the assigned Contract Manager. Please send it by replying to the original email, so that the document is brought back into CMD's Contract Lifecycle Management (CLM) system.

If Option 2:

Please complete the information in the highlighted sections below and review the data on the final page for any necessary changes to CMD's data. Once complete, please save this document and return it to the assigned Contract Manager. Please send it by selecting Reply All in a reply to the original email so that the document will be brought back into CLM and the Contract Manager will be notified.

Amendment Information

Please provide the information listed below.

1. Reason for the amendment:

Provide a brief description of what specifically needs changed:
This request is for a time extension to allow additional time for environmental review processing and time to get the required documentation for homeowner participation.
Provide a brief reason why the change is necessary:
Additional time is needed for the environmental process and to obtain the documentation needed to qualify two homeowners for the program.

2. If amending the dollar value, complete this information:

Requisition Number:	
Current Dollar Value:	\$3,155,575 A
Change of Funds:	B

Add the values from A and B. Insert new value below.

New Total (A+B):	
------------------	--

Divide B by A and then multiple by 100. Insert percentage below.

Percent of Change:	
--------------------	--

Percent of change is greater than 10%, place an x in the box that best represents the reason for the change.

<input type="checkbox"/>	Extension/Renewal of contract based on agency convenience	<input type="checkbox"/>	Extension of contract schedule due to VENDOR non-performance
<input type="checkbox"/>	Force Majeure/Act of God	<input type="checkbox"/>	Request by VENDOR with scope increase
<input type="checkbox"/>	Accommodate changes in third party (State/Federal) standards	<input type="checkbox"/>	Error/Omission in Original Design caused by AGENCY
<input type="checkbox"/>	Request by AGENCY with scope increase	<input type="checkbox"/>	Error/Omission in Original Design caused by NEITHER
<input type="checkbox"/>	Request by AGENCY without scope increase	<input type="checkbox"/>	Error/Omission in Original Design caused by VENDOR

	Request by AGENCY to Update/Enhance Technology		Other/Not Applicable - Data Entry Collection
	Other/Not Applicable - Legislative Allocation		Other/Not Applicable - Subrecipient Allocation

(Note: CMD reserves the right to, following discussions with the PM, modify the selected reason code.)

3. If adding or changing time, complete this information:

What is the new termination date?	06/30/2024
Provide an explanation as to why the current termination date cannot be met:	
Additional time is required to obtain all documentation to qualify two homeowners for the program.	
Provide a brief plan that assures the contract can be completed by the requested termination date:	
Based on the provided timeline, all activities can be completed by the termination date.	

4. Review Data

Please review the data on page 3 and notate any necessary changes below:
N/A

5. PM Information

Please Provide the Name of the Person Preparing this form below:

Name:	Ty Price
Title:	Grant Manager
Date:	10/03/2023

CLM Data Validation

CONTRACT DATA

Division Name: **Community Development and Revitalization**

Contract Number: **20-066-006-C038**

Work Order Number: C038

Program Area Project Number:

Current Expiration: **10/31/2023**

Current Value: **\$3,155,575.00**

Is insurance Required: Self-Insurance by Governmental Units, Chapter 2259 Tex. Gov't. Code

Insurance Expires: **01/01/1900**

Was retainage required? **No**

If yes, the percentage required: **0%**

Does this use Federal funds? **Yes**

Federal Award Number(s): B-17-DM-48-0001

CFDA(s): **14.228 Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii**

Research and Development? **No**

Was a Notice to Proceed (NTP) required? **No**

Date it was issued:

Purchase Order Number(s): EP016167

COMPANY DATA

Vendor or Subrecipient Name: Fort Bend County

Address: 301 Jackson Street

City: Richmond State: Texas Zip: 77469

Phone Number: **(281) 341-8608**

Website: <https://www.fortbendcountytexas.gov>

Texas Identification Number: 74-6001164 UEID: MJG8N8EPN2L3 Cage: 5HHK4

External Project Manager Name: Carol Borrego

Email: carol.borrego@fortbendcountytexas.gov

Phone: (281) 341-4410

Signatory Name: KP George

Email: county.judge@fortbendcountytexas.gov

Phone: **(281) 341-8608**

From: Ty Price
To: CDR - SR Contract Change Req GLO; Donna Torres
Cc: Kassandra Burnias; Genesis Webb
Subject: Fort Bend County - 20-066-006-C038 - Contract Amendment Request - A#3
Date: Thursday, October 19, 2023 8:08:03 AM
Attachments: image001.png
FortBend-C038-LBAP_CR3_Pckt.pdf
20-066-006-C038-DRF6.23.2023.doc

Good Morning,

The amendment request details are below. Also, the Change Request Packet is attached with the DRF.

- NAME: **Fort Bend County**
- PO NUMBER: EP016167
- CONTRACT NO.: **20-066-006-C038**
- WORK ORDER: **C038**
- DESCRIPTION: **Fort Bend Co. requests a no-cost time extension with a new expiration date of 06/30/2024.**
- CDBG DOLLAR AMOUNT REVISION: **N/A**
- FUNDING: **Harvey Local Buyout Acquisition Program**
- PCA CODE: **22533**
- EFFECTIVE DATE: **The amendment shall be effective upon the earlier of the date of the last signature or October 31, 2023.**
- END DATE: **June 30, 2024**
- ASSOCIATED AMENDMENTS: **A2**
- GRANT MANAGER: **Ty Price**

If there are any questions, please let me know.

Best regards,



Ty Price
Grant Manager
Community Development & Revitalization
Texas General Land Office, Commissioner Dawn Buckingham, M.D.
Ty.price.glo@recovery.texas.gov



**TEXAS DISASTER RECOVERY PROGRAM
SUBRECIPIENT CHANGE REQUEST CHECKLIST**
(Effective Date 06/28/23)

Subrecipient	Fort Bend County	Contract Number:	20-066-006-C038	Unique Entity ID	MJG8N8EPN2L3
Funding Event	Harvey LBAP	Type of Allocation	Method of Distribution	Contract Type	Buyout

Review Recommendation

GLO Grant Manager	Ty Price	Date Reviewed	8/31/2023	Recommended for Approval?	Yes
GLO Team Lead	LaTanya M. Logan	Date Reviewed	10/17/2023	Recommended for Approval?	Yes
Level of GLO Review Required	Final Approval by GLO Director				

Section A

Current Change Request Information

Change Request # from Subrecipient	3	Date Received	8/31/2023	Current Contract Amount	\$ 3,155,575.00	Current Contract Start Date	11/6/2019
Current Contract End Date	10/31/2023		Current Milestone	Environmental Contract Executed	Status of Vendor Amendment (If applicable)	Not Applicable	

Description of the Change Request: The request is for an NCTE till June 20, 2024.

The selections in this section automate the questions that will appear in Section D. Ensure the applicable types of request are selected. If you unselect a type of request. Reselect the other types, otherwise the Macro may not work properly.

Type of Request (Select all that apply)	<input type="checkbox"/> Increase in Scope <input type="checkbox"/> Beneficiary Increase <input type="checkbox"/> Decrease in Scope <input type="checkbox"/> Beneficiary Decrease <input type="checkbox"/> Change in Scope	<input type="checkbox"/> CDBG-DR Award Increase <input type="checkbox"/> Other Funds Increase <input type="checkbox"/> CDBG-DR Award Decrease <input type="checkbox"/> Other Funds Decrease <input type="checkbox"/> Budget Changes between DRGR Activities <input type="checkbox"/> Project Budget Change - No Change to Att A Budget	<input type="checkbox"/> Time Extension greater than 1 Year <input checked="" type="checkbox"/> Time Extension less than or eq to 1 year <input type="checkbox"/> Updated Schedule -No Change to Overall Contract Period <input type="checkbox"/> LBAP Time Extension	<input type="checkbox"/> Other (All Review Questions)	Other Type

Grant Manager and Team Lead Comments on Section A: LL: Please fill out the current milestone and Status of Vendor Amendment categories in Section A. LL: While it is recommended that the County be approved for the extension request, it is recommended that the justification letter should be required to have more detail regarding the need for the extension.

Section B

Required Change Request Documentation

Do not move forward with the checklist unless the following documents are present based on the "Type of Request." Answer all based on the Type of Request.

All Requests		Performance Statement Changes		Budget Changes		Contract Period Change	
Yes/No/ or N/A	Required Documentation	Yes/No/ or N/A	Required Documentation	Yes/No/ or N/A	Required Documentation	Yes/No/ or N/A	Required Documentation
Yes	Is there a justification letter from the Subrecipient?	N/A	If this change affects the site location, has a new map been provided?	N/A	Has a new Table 1 or equivalent in TIGR been provided?	Yes	Has an updated schedule been provided by the Subrecipient?
Yes	Has a description of the change been provided by the Subrecipient?	N/A	Has the ERR in TIGR been updated with a letter of re-evaluation or a memo justifying how the subrecipient determined that an LRE is not required?	N/A	Has a new Table 2 Budget Justification of Retail Costs or executed bid tabulation been provided?	N/A	If requesting an LBAP time extension, has the subrecipient provided justification that a re-evaluation of the number of homes to be acquired was performed, including the results with the current projection of the number of homes to be acquired (May be included in justification letter for change request)

N/A	If the change is the result of a change order is it included in the request?	N/A	If this change affects the beneficiaries, have updated target beneficiary maps been provided?	N/A	If adding Other Funds has evidence of additional funding been provided (e.g. local resolution or award letter)?	N/A	If requesting an LBAP time extension, has the subrecipient requested to deobligate any unused funds based on their re-evaluation of homes to be acquired? (If applicable)
N/A	Has a red-lined attachment A been provided?	N/A	If this change affects the beneficiaries, have updated surveys or LMISD data been provided?	N/A	If requesting an LBAP budget change, has an LBAP Budget Request Tool been provided instead of table 1 and 2?		
		N/A	If this change affects the beneficiaries, have updated REG calculators been provided?				
Grant Manager and Team Lead Comments on Section B							

Section C
Change Request Log

Change Request No.	Description of Changes: Details on the Performance Statement Changes, Budget Changes, Contract Period Changes, etc.	Decrease in Contract Price	Increase in Contract Price
1	NCTE	N/A	N/A
2	NCTE, Budget Amendment	\$ 18,000,000.00	\$ -
3	NCTE	N/A	N/A
Total on Current Change Requests			#VALUE!

Grant Manager and Team Lead Comments on Section C			

Section D							
Change Request Eligibility Verification							
*You must Select a "Type of Request" above for the corresponding questions to appear							
Review Topic	Review Question	Grant Manager (Yes/No/NA)	Team Lead (Yes/No/NA)	Comments			
General Eligibility	1. What was the reason for the change request provided in the request letter?	Yes. Fort Bend County is starting the environmental review process for two properties. Appraisals, title surveys, and inspection surveys are pending this review.					
	2. Did the subrecipient provide a justifiable reason for the change request?	Yes	No	LL: The County does not provide a reason for why the environmental process has just began on these properties. In previous amendment CRs, a detailed reason for the request has been captured in the justification letter.			
	3. Was the official request submitted by the Contract's Signatory Authority or the GLO?	Yes	Yes				
	4. Is the SAMS code current and NOT expired?	Yes	Yes	LL: Expiration Date - May 17, 2024			
Scope of Work	9. Will the scope of work remain the same? (If no select the performance statement change type of request in Section A and answer the following scope of work questions)	Yes	Yes				
	62. Will the project schedule remain the same despite the proposed changes? (If no, select the contract period change type of request in Section A and answer the following questions)	No	No	LL: The County is requesting an eight month extension.			
Schedule	63. Proposed Increase in Schedule	Yes	Original Contract End Date	10/31/2023	Updated Contract End Date	6/30/2024	
	64. What is the justification for the change in schedule?	Yes. Fort Bend County is starting the environmental review process for two properties. Appraisals, title surveys, and inspection surveys are pending this review.					
	65. Is the amount of time that the subrecipient is requesting clear?	Yes	Yes				
	66. Does the schedule correspond to the amount of time requested in the request letter?	Yes	Yes				
	67. If an updated project schedule was provided, is it within the GLO subrecipient contract period of performance?	Yes	Yes				
	68. Is the contract eligible for a time extension considering Section 3.01 of the executed contract?	Yes	Yes	LL: This extension request will require Director approval.			
	69. Did the proposed schedule allow enough time for the scope of work remaining?	Yes	Yes	LL: This extension request will require Director approval.			
Contract	70. Did the proposed schedule allow enough time for closeout?	Yes	Yes	LL: This extension request will require Director approval.			
	77. Was the information correct on the DRF?	Yes	Yes				
	78. Was the reason correct on the DRF?	Yes	Yes				



**TEXAS DISASTER RECOVERY PROGRAM
SUBRECIPIENT CHANGE REQUEST CHECKLIST
Consolidated Review**

Review Determination					
Subrecipient:	Fort Bend County	Contract Number	20-066-006-C038	Type of Allocation	Method of Distribution
Funding Event	Harvey LBAP	Contract Type	Buyout	Level of GLO Review Required	Final Approval by GLO Director
GLO Grant Manager:	Ty Price	Date Reviewed:	8/31/2023	Recommended for Approval?	Yes
GLO Team Lead	LaTanya M. Logan	Date Reviewed:	10/17/2023	Recommended for Approval?	Yes
GLO Manager (if Required)	Kassandra Burnias	Date Reviewed:	10/18/2023	<input checked="" type="checkbox"/> Request Approved <input type="checkbox"/> More Information Needed <input type="checkbox"/> Request Withdrawn	Date Approved: 10/18/2023
GLO Director (if required)	Esmeralda R. Sanchez	Date Reviewed:	10/18/2023	<input checked="" type="checkbox"/> Request Approved <input type="checkbox"/> More Information Needed <input type="checkbox"/> Request Withdrawn	Date Approved: 10/18/23. Extension approved as presented and previously discussed by Leadership with the County.

Proposed Changes					
<input type="checkbox"/> Performance Change <input type="checkbox"/> Budget Change <input checked="" type="checkbox"/> Contract Period Change <input type="checkbox"/> Other Change					
Current Contract Start Date	11/6/2019	Current Contract End Date	10/31/2023	Amended Contract End Date	6/30/2024
Current Contract Budget	\$ 3,155,575.00	Proposed Increase/Decrease in Budget	N/A	Amended Contract Budget	N/A
Description of the Change Request		The request is for an NOTE till June 20, 2024.			

Consolidated Review Comments

Section A Current Change Request Information Review Comments (If Any)				
Review Comments on Change Request Information (If Any)	Final RFI Comments on Change Request Information (If Any)	All Issues Resolved (Yes/No/NA)	Manager's Comments	Director's Comments
LL: Please fill out the current milestone and Status of Vendor Amendment categories in Section A. LL: While it is recommended that the County be approved for the extension request, it is recommended that the justification letter should be required to have more detail regarding the need for the extension.		Yes	KB-Letter is sufficient as this extension was previously discussed with leadership.	

Section B Required Documents Comments (If Any)				
Review Comments on Required Documents (If Any)	Final RFI Comments on Required Documents (If Any)	All Issues Resolved (Yes/No/NA)	Manager's Comments	Director's Comments

Section C Change Request Log Review Comments (If Any)				
Review Comments on Change Request Log (If Any)	Final RFI Comments on Change Request Log (If Any)	All Issues Resolved (Yes/No/NA)	Manager's Comments	Director's Comments

Section D

Change Request Eligibility Verification Review Comments (If Any)
 *Only review questions with information input in the comments column in Section D. of the Review Checklist will appear

Review Topic	Review Question	Reviewers Comments	Final RFI Comment (if applicable)	All Issues Resolved (Yes/No/NA)	Manager's Comments	Director's Comments
	1. What was the reason for the change request provided in the request letter?	Yes. Fort Bend County is starting the environmental review process for two properties. Appraisals, title surveys, and inspection surveys are pending this review.		Yes	KB-extension was previously approved and discussed with leadership. Discussion included timeline and reasons for the extension.	

General Eligibility	2. Did the subrecipient provide a justifiable reason for the change request?	LL: The County does not provide a reason for why the environmental process has just begun on these properties. In previous amendment CRs, a detailed reason for the request has been captured in the justification letter.		No	KB-the reason for the delay has been documented over several meetings with the GM and discussed with leadership.	
	4. Is the SAMS code current and NOT expired?	LL: Expiration Date - May 17, 2024		Yes		
Schedule	62. Will the project schedule remain the same despite the proposed changes? (If no, select the contract period change type of request in Section A and answer the following questions)	LL: The County is requesting an eight month extension.		Yes	KB issue resolved. They are requesting a time extension.	
	63. Proposed Increase in Schedule	Yes		n/a		
	Updated Contract End Date	6/30/2024		n/a		
	64. What is the justification for the change in schedule?	Yes. Fort Bend County is starting the environmental review process for two properties. Appraisals, title surveys, and inspection surveys are pending this review.		Yes		
	68. Is the contract eligible for a time extension considering Section 3.01 of the executed contract?	LL: This extension request will require Director approval.		No	KB-the time extension goes beyond the approved date. Director will need to approve extension.	
	69. Did the proposed schedule allow enough time for the scope of work remaining?	LL: This extension request will require Director approval.		Yes	KB-the time extension goes beyond the approved date. Director will need to approve extension.	
	70. Did the proposed schedule allow enough time for closeout?	LL: This extension request will require Director approval.		Yes	KB-the time extension goes beyond the approved date. Director will need to approve extension.	



COMMUNITY DEVELOPMENT

Fort Bend County, Texas

CAROL BORREGO, AICP
Director

(281) 341-4410
Fax (281) 341-3762

August 31, 2023

VIA ELECTRONIC MAIL
Ty.price.glo@recovery.texas.gov

Ms. Ty Price
Grant Manager
Community Development & Revitalization
Texas General Land Office, Commissioner Dawn Buckingham, M.D.

Re: Contract #20-066-006-C038

Dear Ms. Price:

Respectively, Fort Bend County requests a contract extension for Contract # 20-066-006-C038 to June 30, 2024. Currently, the County is working to obtain all documentation to qualify two homeowners for this program.

The County is starting the environmental review process for these two properties. Solicitations for appraisal, title, survey and inspection services for these two properties will be conducted as soon as the site specific environmentals are completed.. Below are the projected milestones for completing the FY 2017 Buyout Program by the proposed contract termination date:

2017 Buyout Program

Site Specific Environmental Review Complete	10/31/2023
Vendor Agreement Executed for Appraisal, Title, Survey and Inspection services	11/30/2023
Appraisals/Title Searches Complete	12/31/2023
Lead/Asbestos Inspections/Surveys Complete	12/31/2023
Offer Letters Issued	1/31/2024
Buyouts Complete	3/1/2024
Demolitions Complete	4/31/2024
Closeout Complete	5/30/2024
Contract End Date	6/30/2024

If you have any questions please contact me at carol.borrego@fortbendcountytexas.gov or at my office at 281-341-4410.

Sincerely,

A handwritten signature in black ink that reads "Carol Borrego". The signature is written in a cursive style with a long, sweeping underline.

Carol Borrego
Director

