



**TEXAS**  
Health and Human  
Services

**Texas Department of State Health Services**

Jennifer A. Shuford, M.D., M.P.H.  
*Commissioner*

The Honorable Tim O'Hare, County Judge  
Tarrant County  
1101 S. Main Street, Suite 1500  
Fort Worth, Texas 76104

Subject: Ending the HIV Epidemic (HIV/HD-EHE)  
Contract Number: HHS000897700004, Amendment No. 3  
Contract Amount: \$2,317,112.00  
Contract Term: 10/5/2020 – 7/31/2024

Dear Judge O'Hare:

Enclosed is Amendment No. 3 to the above-referenced Contract between the Department of State Health Services and Tarrant County. The purpose of the Contract is to provide funding for the Ending the HIV Epidemic Project.

This Amendment: (1) extends the ending date of the Contract to July 31, 2024; (2) increases the Contract amount by \$637,328.00 for services delivered from August 1, 2023 through July 31, 2024; (3) and Grantee will submit the Financial Status Report (FSR-269A) (the "FSR") at two reporting intervals during the Contract term. The FSRs will be submitted biannually.

Once this renewal is executed, DSHS will be working with you to issue an amendment to revise the budget and end date to 5/31/2024 to align with a change in the grant period. DSHS is moving forward with the current agreement to ensure there is not a gap in service.

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

Sincerely,

Martha Jasse, CTCM, CTCD  
Contract Manager  
[martha.jasse@dshs.texas.gov](mailto:martha.jasse@dshs.texas.gov)

**DEPARTMENT OF STATE HEALTH SERVICES  
CONTRACT NO. HHS000897700004**

**AMENDMENT NO. 3**

The Department of State Health Services (“DSHS” or “System Agency”) and Tarrant County (“Grantee”), each a “Party” and collectively the “Parties” to DSHS Contract No. HHS000897700004 (the “Contract”), effective October 5, 2020, now desire to amend the Contract further.

**Whereas**, the Parties have chosen to exercise their option to amend the Contract in accordance with Section 9.1 of Attachment C to the Contract;

**Whereas**, the Parties desire to extend the termination date of the Contract to July 31, 2024;

**Whereas**, the Parties desire to increase the Contract amount to support services delivered from August 1, 2023 through July 31, 2024 (the “Extension Period”); and

**Whereas**, the Parties desire to add funds to the Contract to pay for services delivered during the Extension Period, and to revise the Budget accordingly.

**NOW, THEREFORE**, the Parties hereby amend and modify the Contract as follows:

1. **ARTICLE III, DURATION** is amended to extend the termination date to July 31, 2024.
2. **ARTICLE IV, BUDGET**, is amended to increase the Contract amount by \$637,328.00. The funding increase must be used to support services delivered during the Extension Period, and all expenses incurred within that period must be in accordance with Attachment B-3, Revised Budget.
3. **ATTACHMENT B-2, REVISED BUDGET**, is amended and restated as shown in Attachment B-3, Revised Budget.
4. The following Attachments are attached hereto and are incorporated as part of the Contract:

**ATTACHMENT B-3 – REVISED BUDGET**

5. The Contract is amended to add a new **ARTICLE X, FINANCIAL STATUS REPORT** as follows:

**X. FINANCIAL STATUS REPORT**

Grantee will submit the Financial Status Report (FSR-269A) (the “FSR”) at two reporting intervals during the Contract term. The FSRs will be submitted biannually as outlined below.

**Reporting Period**

September 2023-February 2024

March 2024-August 2024

**Due Date**

March 31, 2024

October 15, 2024

6. This Amendment shall be effective on August 1, 2023.
7. Except as modified by this Amendment, all terms and conditions of the Contract, as amended, shall remain in effect.
8. Any further revision to the Contract shall be by written agreement of the Parties.

**SIGNATURE PAGE FOLLOWS**

**SIGNATURE PAGE FOR AMENDMENT NO. 3**

**DSHS CONTRACT NO. HHS000897700004**

**DEPARTMENT OF STATE HEALTH SERVICES**

**TARRANT COUNTY**

By:

By:

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Signature of Authorized Representative

Printed Name:

Name:

Title: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
Date of Signature

\_\_\_\_\_  
Date of Signature

**ATTACHMENT FOLLOWS**

APPROVED AS TO FORM:

CERTIFICATION OF  
AVAILABLE FUNDS: \$ \_\_\_\_\_

Kimberly Colliet Wesley  
Criminal District Attorney's Office\*

\_\_\_\_\_  
Tarrant County Auditor

\*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

## ATTACHMENT B-3

### REVISED BUDGET

BUDGET CATEGORY	Oct. 5, 2020 through July 31, 2021	Aug. 1, 2021 through July 31, 2022	Aug. 1, 2022 through July 31, 2023	Aug. 1, 2023 through July 31, 2024	TOTAL BY CATEGORY
PERSONNEL	\$147,425.00	\$280,908.00	\$300,490.00	\$309,936.00	\$1,038,759.00
FRINGE BENEFITS	\$77,118.00	\$146,943.00	\$157,186.00	\$143,593.00	\$524,840.00
TRAVEL	\$13,849.00	\$6,252.00	\$2,452.00	\$8,845.00	\$31,398.00
EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SUPPLIES	\$10,416.00	\$4,735.00	\$500.00	\$5,494.00	\$21,145.00
CONTRACTUAL	\$148,229.00	\$195,610.00	\$174,000.00	\$167,000.00	\$684,839.00
OTHER	\$8,091.00	\$2,880.00	\$2,700.00	\$2,460.00	\$16,131.00
TOTAL DIRECT COSTS	\$405,128.00	\$637,328.00	\$637,328.00	\$637,328.00	\$2,317,112.00
INDIRECT COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$405,128.00</b>	<b>\$637,328.00</b>	<b>\$637,328.00</b>	<b>\$637,328.00</b>	<b>\$2,317,112.00</b>