



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 12/19/2023

ALL

Item Creation Date: 12/6/2023

HHD - Houston Health Foundation

Agenda Item#: 48.

Background:

The Director of the Houston Health Department (HHD) recommends that City Council approve and authorize an Agreement for Financial Services for City Programs between the City of Houston and the Houston Health Foundation ("Foundation"). The Agreement is for two years with three (3) successive one-year renewals with a maximum contract amount of \$760,000.00. The five-year performance period is based on the Controller countersignature date from December 2023 through 12/31/2028.

Specific Explanation:

Under this agreement the Foundation will provide a wide range of professional services to the City and HHD to include the following:

- Acting as a fiduciary agent to administer private funds contributed to key COH and HHD programs to include:
 - o Complete Communities Initiatives
 - o Hire Houston's Youth
 - o Mayor's Office of Human Trafficking and Domestic Violence
 - o Mayor's Office for People with Disabilities;
- Facilitating the contribution of private investment that will leverage the impact of innovative city programs that promote health and well-being of community;
- Maintaining complete and audited records of all City affiliated programmatic funds; and
- Managing, executing, and maintaining Program contracts on behalf of HHD. Such services may include, but not be limited to, financial and billing services, marketing, and management of the administrative aspects of these contracts including but shall not be limited to the National Urban Fellows Program contract.

The Foundation is a non-profit organization that was established by HHD in 2010 to provide professional support services to the citizens of the City of Houston. It creates public-private partnerships for sustainable health and wellness initiatives and programs in the Houston community.

HHD also requests City Council authorize the Mayor to execute all related contracts, agreements, amendments, and documents in connection with the contract as to form by the City Attorney without further council action, and to authorize the HHD Director or his designee to act as the City's representative with the authority to accept and expend all subsequent supplemental awards, if any, and to extend the term and/or budget and project period not to exceed 5 years.

M/WBE Subcontractor:

M/WBE Zero-Percent Goal Documents Approved by the Office of Business Opportunity.

Pay or Play:

The proposed contract requires compliance with the City's "Pay or Play" ordinance regarding health benefits for employees of City contractors. In this case, the contractor has chosen to provide health benefits to eligible employees in compliance with City policy.

Fiscal Note:

Funding for this item is included in the FY24 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

DocuSigned by:

Stephen Williams

Stephen L. Williams, M.Ed., M.P.A.

Director - Houston Health Department

ESTIMATED SPEND AUTHORITY			
FUND SOURCE	FY24	OUT YEARS	TOTAL
Fund 2010	\$359,996.00	\$400,004.00	\$760,000.00
TOTAL	\$359,996.00	\$400,004.00	\$760,000.00

Amount and Source of Funding:

Total of Funds: \$760,000.00

Fund Name: Essent Pub Hlth Svcs

Fund No.: 2010

Contact Information:

Porfirio Villarreal; Health Department

832-393-5041

Certificate Of Completion

Envelope Id: E57C762B81CA4BB1BC0CD26E1A03AC26	Status: Completed
Subject: Complete with DocuSign: RCA Coversheet for Houston Health Foundation.pdf	
Source Envelope:	
Document Pages: 2	Signatures: 1
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Bernita Zollicoffer
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	HITS
	Houston, TX 77002
	Bernita.Zollicoffer@houstontx.gov
	IP Address: 204.235.238.11

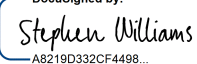
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Signer Events

Stephen Williams
 Stephen.Williams@houstontx.gov
 Director
 Houston Health Department
 Security Level: Email, Account Authentication (None)

Signature

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Carbon Copy Events	Status	Timestamp
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