

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

**FIRST AMENDMENT TO
SERVICE AGREEMENT
(C-19-225B-12-03)**

This **AMENDMENT** to Service Agreement (“Agreement”) for “Employee Assistance Program (“EAP”)” is made this **4th** day of **March 2025**, by and between the COUNTY OF HIDALGO, TEXAS hereinafter referred to as (“County”) and

Deer Oaks EAP Services, LLC dba AllOne Health, hereinafter referred to as the (“Vendor”).

WHEREAS, on January 1, 2020, County entered into a Service Agreement, with Deer Oak EAP Services, (“Vendor”), in which Vendor agreed to provide a service to Hidalgo County, for “Employee Assistance Program (“EAP”)”, as described in the contract; and

WHEREAS, Section 10, titled “Entire Agreement” allows for C-19-225B-12-03 to be modified or amended “only by an agreement in writing executed by County and Company, and not otherwise”; and

WHEREAS, Vendor, has notified County of the recent change of name of Vendor from Deer Oak EAP Services to Deer Oaks EAP Services, LLC dba AllOne Health; and

WHEREAS, the parties desire to amend the Agreement to reflect such name change, as hereinafter provided.

NOW THEREFORE, for and in consideration of the terms and provisions set forth herein, for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, County and Vendor hereby agree that said Agreement is amended as follows:

1. Deer Oaks EAP Services, LLC dba AllOne Health, shall be the name of the company and the name Deer Oaks EAP Services, LLC dba AllOne Health, shall be substituted throughout the Contract in lieu of the name of Deer Oak EAP Services, wherever the name of Deer Oak EAP Services, appears in the Contract.

Except as modified herein, all terms and conditions of the Agreement, as amended by this Amendment, remain in full force and effect and Vendor and County ratify and confirm the terms and provisions of the Agreement as amended.

[INTENTIONALLY LEFT BLANK]

EXECUTED as of the day and year first written above.

APPROVED BY COMMISSIONERS' COURT ON MARCH 4, 2025.

Agenda Item No. 98468

Executive Office: MS

VENDOR:
DEER OAK EAP SERVICES, LLC
DBA ALLONE HEALTH

COUNTY:
COUNTY OF HIDALGO

Keith Wasley (Mar 5, 2025 08:25 EST)
Keith Wasley, President and CEO

Hon. Richard F. Cortez, County Judge

APPROVED AS TO FORM
Office of the Criminal District Attorney
Toribio "Terry" Palacios

ATTEST:



Michelle Lopez (Mar 5, 2025 13:33 CST)
Michelle Lopez, Assistant District Attorney

Arturo Guajardo, Jr., County Clerk

ATTACHMENTS:
(If Applicable)

SUPPLEMENTAL SIGNATURES:
(If Applicable)

B. Requesting approval to enter into a roll-off service agreement for three (3), thirty (30) yard roll-off containers with the City of Edinburg, in the amount of \$293.40 per load and a daily rate of \$3.00 with authority for HC Facilities Management Director or County Judge to sign all required documentation.

- 4. AI-98528 Requesting approval to enter into a sixty (60) month lease agreement for mailing equipment through HC's membership with BuyBoard (Cooperative Contract No. 755-24), from Pitney Bowes, Inc., in the total amount of \$4,101.66, quarterly.

I. Health & Human Services:

- 1. AI-98560 Requesting approval to rescind action on Agenda Item 98353, approved by HCCC on 02/18/2025, for the purchase of Adobe Creative Cloud for Teams All Apps Subscription.

- 2. AI-98502 Requesting approval to pay the following invoice as submitted by ERO Architects for architectural services in connection with the Hidalgo County El Paraiso Project.

Table with 4 columns: PO No., Invoice No., Invoice Date, Amount. Row 1: 853720, 2025-026, 2/21/2025, \$2,296.87

- 3. AI-98445 Requesting approval to process the following invoice for professional engineering services as submitted by HALFF Associates, Inc. in connection with the Hidalgo County El Paraiso Health Clinic:

Table with 4 columns: PO #, Invoice #, Invoice Date, Amount. Row 1: 853723, 10136220, 02/14/2025, \$1,235.25

- 4. AI-98443 Requesting approval to process the following payment application as submitted by A&A Villa Construction, LLC for construction services in connection with the La Mansion Health Clinic Improvement Project.

Table with 4 columns: PO #, Application #, Date, Amount. Row 1: 888513, 2, 02/07/2025, \$148,819.63

- 5. AI-98466 Requesting approval to enter into a one (1) year Sortly Enterprise Plan Annual Subscription Renewal with Sortly Inc., in the total amount of \$5,824.00 annually.

- 6. AI-98564 Requesting approval of Amendment No. 1 to the Interlocal Agreement between HC and the City of Mission (C-24-0078-04-02) for On-Site Sewage Facility Systems Services, to add a "Re-Inspection Fee".

J. Human Resources:

- 1. AI-98488 Requesting approval for purchase of software and maintenance from WEX, for a one time payment of \$2,500.00

APPROVED

2. AI-98468 Requesting approval of Amendment No. 1 to the Service Agreement for Employee Assistance Program (C-19-225B-12-03) with Deer Oak EAP Services, to formally change the company name to Deer Oaks EAP Services, LLC dba AllOne Health.

K. IT Department:

- 1. AI-98525 Requesting approval to enter into a twelve (12) month subscription agreement for KnowBe4 Security Awareness Training through HC's membership with OMNIA Partners (Contract No. 23-6692-03)

AI-98468

Purchasing Department 15. J. 2.
Human Resources

CC CONSENT AGENDA SPECIAL MTG

Meeting Date: 03/04/2025

Submitted For: Ignacio Amezcua,
PURCHASING DEPT.

Submitted By: Victor Webber

Department: PURCHASING DEPT.

Information

CAPTION

Requesting approval of Amendment No. 1 to the Service Agreement for Employee Assistance Program (C-19-225B-12-03) with Deer Oak EAP Services, to formally change the company name to Deer Oaks EAP Services, LLC dba AllOne Health.

BACKGROUND

Project No. 19-225B-AMD01
C-19-225B-12-03 "Employee Assistance Program (EAP)"

Fiscal Impact

CALENDAR YEAR: 2025
FUNDS AVAILABLE Y/N?:

ACCT. #:
MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

No fiscal impact at this time.

Attachments

Agreement
Amendment No. 1
Legal Approval
1295 & 1295 Acknowledged

Form Review

Inbox	Reviewed By	Date
Purchasing / Internal	Ignacio Amezcua	02/25/2025 04:26 PM
Budget & Management	Veronica Ortiz	02/25/2025 04:45 PM
Final Approval	Monica Salinas	02/28/2025 05:35 PM
Form Started By: Victor Webber		Started On: 02/19/2025 09:01 AM
Final Approval Date: 02/28/2025		



Victor Webber <victor.webber@co.hidalgo.tx.us>

19-225B-AMD01 - C-19-225B-12-03 NAME CHANGE

Michelle Lopez <michelle.lopez@da.co.hidalgo.tx.us>

Tue, Feb 18, 2025 at 3:44 PM

To: Victor Webber <victor.webber@co.hidalgo.tx.us>

Cc: Robert Vina <robert.vina@da.co.hidalgo.tx.us>, "Victor M. Garza" <victor.garza@da.co.hidalgo.tx.us>, Olga Garza <olga.garza@co.hidalgo.tx.us>

Good Afternoon Mr. Webber,

This office has reviewed the First Amendment to C-19-225B-12-03 and at this time approves as to form.

Thank you,

[Quoted text hidden]

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Michelle Lopez
Assistant District Attorney
Civil Litigation Division
(956) 292-7609 Ext. 8189
michelle.lopez@da.co.hidalgo.tx.us

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
 CERTIFICATION OF FILING**

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
 Deer Oaks EAP Services, LLC, dba AllOne Health
 Wilkes-Barre, PA United States

Certificate Number:
 2025-1271177

Date Filed:
 02/18/2025

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
 Hidalgo County

Date Acknowledged:
 02/19/2025

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

19-225B-AMD01 C-19-225B-12-03
 19-225B-AMD01 "C-19-225B-12-03 Name Change Amendment" Employee Assistance Program

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

 Signature of authorized agent of contracting business entity
 (Declarant)



Thursday, January 30, 2025

Hidalgo County
Procurement Office
2802 South Hwy 281
Edinburg, TX 78539

RE: Notice of Change of Ownership of Deer Oak EAP Services, LLC

To whom it may concern:

We are writing to formally notify Hidalgo County, TX of a change in ownership concerning Deer Oak EAP Services, LLC, as required under the terms of our contractual agreement.

Effective as of October 1, 2024, AllOne Health has acquired Deer Oak EAP Services, LLC. AllOne Health is now the sole owner of the company and assumes all contractual rights and obligations related to services provided to Hidalgo County, TX. Please be assured that this transition will not affect our commitment to providing the highest standard of care and services to your organization. We will continue to serve your employees as per the agreements now in place.

We are excited to continue our partnership with Hidalgo County, TX and remain fully dedicated to supporting your employees' health and wellness through our Employee Assistance Program (EAP) offerings.

If you have any questions or require additional information regarding this ownership change, please do not hesitate to contact me directly at (858) 736-0037 or via email at bryan.levy@allonehealth.com.

Thank you for your continued trust in Deer Oak EAP Services and AllOne Health. We look forward to our ongoing collaboration.

Sincerely,

A handwritten signature in cursive script that reads "Bryan Levy".

Bryan Levy
AllOne Health
(858) 736-0037
bryan.levy@allonehealth.com












C-19-225B-12-03 - Amendment No. 1

Final Audit Report

2025-03-06

Created:	2025-03-04
By:	Victor Webber (victor.webber@co.hidalgo.tx.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAd2Gw3Ff1A_4K4cQArW_GPGibGd-2dC7

"C-19-225B-12-03 - Amendment No. 1" History

-  Document created by Victor Webber (victor.webber@co.hidalgo.tx.us)
2025-03-04 - 8:54:12 PM GMT
-  Document emailed to Keith Wasley (keith.wasley@allonehealth.com) for signature
2025-03-04 - 8:57:50 PM GMT
-  Email viewed by Keith Wasley (keith.wasley@allonehealth.com)
2025-03-04 - 9:09:51 PM GMT
-  Document e-signed by Keith Wasley (keith.wasley@allonehealth.com)
Signature Date: 2025-03-05 - 1:25:42 PM GMT - Time Source: server
-  Document emailed to Monica Salinas (monica.salinas@co.hidalgo.tx.us) for approval
2025-03-05 - 1:25:45 PM GMT
-  Email viewed by Monica Salinas (monica.salinas@co.hidalgo.tx.us)
2025-03-05 - 4:54:45 PM GMT
-  Document approved by Monica Salinas (monica.salinas@co.hidalgo.tx.us)
Approval Date: 2025-03-05 - 4:54:58 PM GMT - Time Source: server
-  Document emailed to michelle.lopez@da.co.hidalgo.tx.us for signature
2025-03-05 - 4:55:01 PM GMT
-  Email viewed by michelle.lopez@da.co.hidalgo.tx.us
2025-03-05 - 5:58:04 PM GMT
-  Signer michelle.lopez@da.co.hidalgo.tx.us entered name at signing as Michelle Lopez
2025-03-05 - 7:33:33 PM GMT
-  Document e-signed by Michelle Lopez (michelle.lopez@da.co.hidalgo.tx.us)
Signature Date: 2025-03-05 - 7:33:35 PM GMT - Time Source: server



 Document emailed to countyjudge.contracts@co.hidalgo.tx.us for signature

2025-03-05 - 7:33:38 PM GMT

 Email viewed by countyjudge.contracts@co.hidalgo.tx.us


2025-03-06 - 5:46:02 PM GMT

 Signer countyjudge.contracts@co.hidalgo.tx.us entered name at signing as Richard F. Cortez

2025-03-06 - 5:47:08 PM GMT

 Document e-signed by Richard F. Cortez (countyjudge.contracts@co.hidalgo.tx.us)


Signature Date: 2025-03-06 - 5:47:10 PM GMT - Time Source: server

 Document emailed to sandra garcia (sandra.solis@co.hidalgo.tx.us) for approval

2025-03-06 - 5:47:14 PM GMT

 Email viewed by sandra garcia (sandra.solis@co.hidalgo.tx.us)

2025-03-06 - 8:16:02 PM GMT

 Document approved by sandra garcia (sandra.solis@co.hidalgo.tx.us)


Approval Date: 2025-03-06 - 8:23:50 PM GMT - Time Source: server

 Document emailed to arturo.guajardo@co.hidalgo.tx.us for signature

2025-03-06 - 8:23:53 PM GMT

 Email viewed by arturo.guajardo@co.hidalgo.tx.us


2025-03-06 - 9:05:19 PM GMT

 Signer arturo.guajardo@co.hidalgo.tx.us entered name at signing as Arturo Guajardo Jr.

2025-03-06 - 9:07:48 PM GMT

 Document e-signed by Arturo Guajardo Jr. (arturo.guajardo@co.hidalgo.tx.us)

Signature Date: 2025-03-06 - 9:07:50 PM GMT - Time Source: server

 Document emailed to Sandra Garcia (sandra.solis@co.hidalgo.tx.us) for approval

2025-03-06 - 9:07:53 PM GMT

 Email viewed by Sandra Garcia (sandra.solis@co.hidalgo.tx.us)

2025-03-06 - 9:08:01 PM GMT

 Document approved by Sandra Garcia (sandra.solis@co.hidalgo.tx.us)

Approval Date: 2025-03-06 - 9:35:59 PM GMT - Time Source: server

 Agreement completed.

2025-03-06 - 9:35:59 PM GMT





NOTICE

October 15, 2024
Deer Oaks EAP Services LLC
Attn: Alicia Barrera
100 North Pennsylvania Avenue
Wilkes-Barre, PA 18701

Delivered via email: abarrera@deeroaks.com
Term: January 01, 2025 – December 31, 2025

Re: Third (3rd) Extension for Contract #: C-19-225B-12-03
“Employee Assistance Program (EAP)”

Dear Miss. Barrera,

This letter is to notify you that Hidalgo County has chosen the option to exercise third (3rd) one (1) year extension under the same rates, terms, and conditions for the above referenced project. To proceed, please return the following to Hidalgo County Purchasing Department via email to coral.reyes@co.hidalgo.tx.us no later than **5PM on Monday, October 21, 2024:**

1. Certificate of Interest Parties – Form 1295 [Link to File Form \(state.tx.us\)](http://state.tx.us)
 - a. On box 3, please reference – **C-19-225B-12-03**
2. Updated Certificate of Insurance – ensure Hidalgo County is listed as a Certificate Holder
3. Signed Acknowledgment of Receipt of this Notice from an authorized representative

This item will be placed on the next available Commissioners’ Court meeting for approval. Failure to submit all items requested in a timely manner, may result in delay of award.

Bryan Levy

Authorized Representative Name	Signature	Date
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Hidalgo County Purchasing Department appreciates your business. If any further assistance is required, please do not hesitate to call Coral Reyes, Contract Specialist II, at (956) 318-2626, extension 4856.

Sincerely,

Ignacio Amezcua

Ignacio Amezcua, MBA, CTCM, CTCD
Hidalgo County Purchasing Director

	Totals	32	10	61	26	0
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(Audio Reference 22m:14s)

County Executive Officer, Valde Guerra, stated that there are corrections to be made under facilities management, adding a driver, the correct number listed should be 12, not 10, and under deleting a driver, the correct number listed should be 6, not 3.

On motion by COMMISSIONER PCT. 1, DAVID FUENTES, seconded by COMMISSIONER PCT. 4, ELLIE TORRES, the Court made a UNANIMOUS vote of approval on agenda item 9.E.4., with corrections made.

Vote: 5 - 0 – Unanimously

The Court proceeded to the Regular Commissioner's Court Agenda - Item 5. (Audio Reference 23m:22s)

F. County Clerk:

- AI-97160** Requesting authority to exercise a month-to-month contract extension for a period not to exceed six (6) months with GovOs, Inc. for "Records Management and Document Imaging Process" (C-19-187-10-01) under the same rates, terms, and conditions.

G. District Attorney:

- AI-97176** A. Requesting approval to rescind action on Agenda Item 96949, approved by HCCC on 10/15/2024, due to the revision of the Data Processing Agreement.
B. Requesting approval to enter into a one (1) year subscription agreement for Asset Management Program with Grokability, Inc., in the total amount of \$999.99

H. Health & Human Services:

- AI-97217** Requesting acceptance and approval of the Certificate of Construction Completion from SKO Elite Repair LLC, for the Hidalgo County Health Department "24-0238 Health Admin Office Renovations", with the final payment of \$82,370.00, with the authority for County Judge or Oscar Villarreal, Facilities Director to sign all required documents.

- AI-97199** Requesting approval to pay the following invoice for construction material testing services as submitted by B2Z Engineering in connection with the El Paraiso project.

Work Authorization #	PO #	Invoice #	Invoice Date	Amount
2	872577	30066	10/14/2024	\$4,761.58

- AI-97200** Requesting approval to pay the following invoice as submitted by International Consulting Engineers for architectural structural MEP, civil and survey services in connection with the La Mansion Clinic:

PO #	Invoice #	Invoice Date	Amount
873313	3311	10/22/2024	\$16,810.30

- AI-97169** Requesting approval to process the following invoice for professional engineering services as submitted by HALFF Associates, Inc. in connection with the Hidalgo County El Paraiso Health Clinic:

PO #	Invoice #	Invoice Date	Amount
853723	10128336	10/11/2024	362.34

- AI-97094** Requesting authority to exercise the third, one (1) year contract extension with Dr. Ivan Melendez, M.D. for "Chief Physician/Health Authority for HC Health and Human Services Department" (C-19-182-11-19) under the same rates, terms, and conditions.

I. Human Resources:

1. **AI-97184** Requesting authority to exercise the third one (1) year contract extension with Deer Oaks EAP Services LLC for "Employee Assistance Program (EAP)" (C-19-225B-12-03) under the same rates, terms and conditions.
2. ~~AI-97224~~ Requesting authority to enter into five (5), one (1) year software license agreements for Learning Management System (LMS) Training Course Library access and support with KnowledgeCity, Inc. with an automatic annual renewal in the total amount of \$2,357.05

J. IT Department:

1. **AI-97017** Requesting approval to enter into a twenty-four (24) month service agreement for one (1) dedicated fiber internet services and Static IPs with Charter Communications for HC Sheriffs' Office through HC's membership with Texas Department of Information Resources (DIR-TELE-CTSA-009) in the total amount of \$ 1,775.20 per month (One time fee \$280.00)

K. Juvenile Probation:

1. **AI-97211** Requesting approval of the solicitation packet for "Chief Physician Services for Hidalgo County Judge Mario E. Ramirez Jr. Juvenile Justice Center Facilities" (RFQ 24-0359) with authority to advertise and re-advertise if necessary.

L. Sheriff's Office:

1. **AI-97149** Requesting approval to rescind action taken on Agenda Item 96322, approved by Commissioners' Court on 08/20/2024, due to change in procurement.
2. **AI-97179** Requesting authority to exercise the third one (1) year contract extension with Rio Grande Valley Communications Group for "Radio Service for Law Enforcement Departments" (C-22-0233-05-03) under the same rates, terms, and conditions.
3. **AI-97111** Requesting authority to exercise the first and final, one (1) year contract extension with Dorfman Milano Company for "Purchase of Straw and Felt Hats" (C-20-483-11-17) under the same rates, terms, and conditions.
4. **AI-97121** Requesting authority to exercise the second one (1) year contract extension with Tropical Texas Behavioral Health, for "Screening Assessment and Psychiatric Evaluations for Inmates" (C-20-403-12-15) under the same rates, terms and conditions.
5. **AI-97096** Requesting authority to exercise the final, three (3) year contract extension with Dr. Ivan G. Melendez, M.D. for "Physician Services for Inmates" (C-20-401-11-17) under the same rates, terms, and conditions.

M. Tax Office:

1. **AI-96613** Requesting approval to enter into a one (1) year "Preventative Maintenance Inspection Agreement" between HC Tax Office and sole source vendor, Cummins Allison in the total amount of \$1,788.72

N. WIC:

1. **AI-97157** Pursuant to Tx LGC 263.151.(1) requesting authorization to surplus and remove the assets from Hidalgo County W.I.C. inventory, declared as "Salvage Property" listed in "Exhibit A" due to items deemed obsolete, damaged and of no value for the purpose for which it was originally intended.
2. **AI-97125** Requesting authority to exercise the first one (1) year contract extension with SPI Ventures, LLP for "Lease of Office Space for Starr County WIC in Rio Grande City" (C-21-111-12-14) under the same rates, terms, and conditions.

AI-97184
CC CONSENT AGENDA SPECIAL MTG

Purchasing Department 9. I. 1.
Human Resources

Meeting Date: 10/29/2024

Submitted For: Ignacio Amezcua,
PURCHASING DEPT.

Submitted By: Coral Reyes

Department: PURCHASING DEPT.

Information

CAPTION

Requesting authority to exercise the third one (1) year contract extension with Deer Oaks EAP Services LLC for "Employee Assistance Program (EAP)" (C-19-225B-12-03) under the same rates, terms and conditions.

BACKGROUND

Project No. 19-225B-EXT03

Extension Term: January 01, 2025 - December 31, 2025

AI-73353 Contract (C-19-225B-12-03) approved December 03, 2019

Fiscal Impact

CALENDAR YEAR:

ACCT. #:

FUNDS AVAILABLE Y/N?:

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

No fiscal impact at this time.

X-2201-415-50-190-019-0-350

Attachments

NOTICE TO VENDOR

NOTICE TO DEPARTMENT

CONTRACT

1295 FORM(S)

Form Review

Inbox	Reviewed By	Date
Purchasing / Internal	Ignacio Amezcua	10/25/2024 04:52 PM
Budget & Management	Monica Salinas	10/25/2024 05:25 PM
Form Started By: Coral Reyes		Started On: 10/23/2024 11:03 AM
Final Approval Date: 10/25/2024		

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
2024-1229477

Date Filed:
10/22/2024

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Deer Oaks EAP Services, LLC
Wilkes-Barre, PA United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Hidalgo County

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

C-19-225B-12-03
Employee Assistance Program

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is Bryan Levy, and my date of birth is [REDACTED].

My address is 100 N. Pennsylvania Ave., Wilkes-Barre, PA, 18701, USA.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Luzerne County, State of Pennsylvania, on the 22 day of October, 2024.
(month) (year)

Bryan Levy
Signature of authorized agent of contracting business entity
(Declarant)

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
 CERTIFICATION OF FILING**

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
 Deer Oaks EAP Services, LLC
 Wilkes-Barre, PA United States

Certificate Number:
 2024-1229477

Date Filed:
 10/22/2024

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
 Hidalgo County

Date Acknowledged:
 10/24/2024

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
 C-19-225B-12-03
 Employee Assistance Program

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

 Signature of authorized agent of contracting business entity
 (Declarant)



NOTICE

October 19, 2023
Deer Oakds EAP Services LLC
128 E. Main Ste. 8
San Antonio, TX 78205

Delivered via email: abarrera@deeroaks.com
Term: January 01, 2024 – December 31, 2024

Re: Extension for Contract #: C-19-225B-12-03
"Deer Oaks EAP Services Agreement"

Dear Ms. Barrera,

This letter is to notify you that Hidalgo County has chosen the option to exercise a one (1) year extension under the same rates, terms, and conditions for the above referenced project. To proceed, please return the following to Hidalgo County Purchasing Department via email to amanda.martinez1@co.hidalgo.tx.us no later than **1:00 PM on Monday, October 23, 2023**:

1. Certificate of Interest Parties – Form 1295 [Link to File Form \(state.tx.us\)](#)
 - a. On box 3, please reference – **C-19-225B-12-03**
2. Updated Certificate of Insurance – ensure Hidalgo County is listed as a Certificate Holder
3. Signed Acknowledgment of Receipt of this Notice from an authorized representative

This item will be placed on the next available Commissioners' Court meeting for approval. Failure to submit all items requested in a timely manner, may result in delay of award.

Alicia Barrera	<i>Alicia Barrera</i>	10/23/2023
Authorized Representative Name	Signature	Date

Hidalgo County Purchasing Department appreciates your business. If any further assistance is required, please do not hesitate to call Amanda Martinez, Contract Specialist II, at (956) 318-2626, extension 4865.

Sincerely,

Ignacio Amezcua

Ignacio Amezcua, MBA, CTCM, CTCD
Hidalgo County Purchasing Director

AI-92962

CC CONSENT AGENDA SPECIAL MTG

Purchasing Department
Human Resources

Meeting Date: 10/31/2023

Submitted For: Ignacio Amezcua, PURCHASING DEPT. Submitted By: Amanda Martinez

Department: PURCHASING DEPT.

Information

CAPTION

Requesting authority to exercise a one (1) year extension with Deer Oaks Employee Assistance Program Services Agreement, under the same rates, terms, and conditions as permitted under the current agreement (C-19-225B-12-03).

BACKGROUND

Project# 19-225B-EXT02

Term: January 01, 2024 - December 31, 2024

Fiscal Impact

CALENDAR YEAR: 2024

ACCT. #: X-2201-415-50-190-019-0-1350

FUNDS AVAILABLE Y/N?:

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Attachments

Vendor Renewal Notice

Department Renewal Notice

1295 & Acknowledged

Contract/Agreement

Form Review

Inbox

Reviewed By

Date

Amanda Martinez

10/19/2023 09:05 AM

Form Started By: Amanda Martinez

Started On: 10/19/2023 09:05 AM

I. Fire Marshal:

1. AI-92948 Pursuant to TLGC 263.151.(1) requesting authorization to surplus and remove assets from Fire Marshal surplus inventory, declared as "Salvage Property" listed in "Exhibit A" due to items deemed obsolete and of no value for the purpose for which it was originally intended.

J. Health & Human Services:

1. AI-92939 Requesting approval to pay invoice # 10106022 dated on 10-12-2023 in the amount of \$722.00 through PO# 853723 for professional engineering services as submitted by HALFF Associates, Inc. in connection with the Hidalgo County El Paraiso Health Clinic for WA#1 Project.

2. AI-92966 **APPROVED** and submit a credit application to AutoZone, procure maintenance, with authority for County Judge to sign the credit application and all required documentation.

K. Human Resources:

1. AI-92962 Requesting authority to exercise a one (1) year extension with Deer Oaks Employee Assistance Program Services Agreement, under the same rates, terms, and conditions as permitted under the current agreement (C-19-225B-12-03).

L. IT Department:

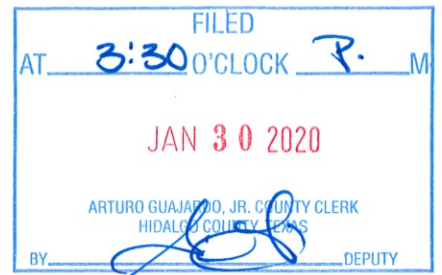
1. AI-93027 Requesting approval to complete and submit PPIG application from J.P. Morgan Chase Bank required by vendor, Tyler Technologies, Inc., for JP's payment card processing, for fees collected, with authority for County Judge to sign all required documents.

M. Juvenile Probation:

1. AI-93017 Pursuant to TxLGC 263.151.(1) requesting authorization to surplus and remove assets from Juvenile Probation inventory, declared as "Salvage Property" listed in "Exhibit A" due to items deemed obsolete and of no value for the purpose for which it was originally intended.

N. Sheriff's Office:

1. AI-92703 Requesting acceptance and approval of Payment Application No. 3 in the amount of \$182,658.40, as submitted by Noble Texas Builders, LLC, for the Renovations and Repairs to the Leased Willacy County Detention Facility Project (22-0661-JOC), with authority for County Treasurer to issue payment after review and auditing procedures are completed by County Auditor.
2. AI-92797 A. Acceptance and approval to Amend the Sole Source Declaration approved by Commissioners Court on 09/15/2015 (AI-51256) to reflect name change from "Hawk Analytics, Inc." to LeadsOnline Parent, LLC.
B. Requesting approval to renew the annual LeadsOnline - CellHawk subscription for one



**Deer Oaks EAP Services Agreement
C-19-225B-12-03**

This Employee Assistance Program Services Agreement (the "Agreement") is made and entered into effective **January 1, 2020** by and between **Hidalgo County**, hereinafter referred to as "Employer" and **Deer Oaks EAP Services**, a Limited Liability Company, hereinafter referred to as "Company".

WHEREAS, the Employer desires to retain a contractor to provide an Employee Assistance Program ("EAP") and;

WHEREAS, Company submitted a proposal, which is attached and incorporated by reference as part of this agreement as Exhibit "A", which Employer has selected.

NOW, THEREFORE, in consideration of the mutual covenants set out herein, the parties hereto agree as follows.

WHEREAS, Employer solicited requests for qualifications for said EAP; and WHEREAS, Company submitted a proposal which Employer has selected. NOW, THEREFORE, in consideration of the mutual covenants set out herein, the parties hereto agree as follows:

1. **Scope of Work and Services.** In consideration for the "per employee per month" fee described in Section 2 below, Company agrees to provide to Employer's employees and their dependents, and anyone residing in their household (collectively, "participants") all the services described in this Agreement, and in Company's proposal to Employer, including, but not limited to, the services described below.
 - a. **Eligibility:** All employees, dependents, and household members with the exception of minors (this exception will be detailed in Section d.) are eligible to access the EAP starting on day one of the contract regardless of whether they are or are not covered under other mental health service plans. Eligibility is based on the attestation of the member. Employees who terminate

their employment for any reason will have continued access to the EAP for six (6) months post-employment. Retirees, who retire with the Hidalgo County during the term of this agreement, will have continued access to the EAP for six (6) months post retirement.

- b. **Intake (Telephonic Triage):** This service will be immediately available during regular business (8am to 8pm CST) hours and in emergency situations via the 24-hour, 7 days a week emergency on-call system. Basic demographic information will be gathered. Client needs will be assessed. Those in crisis will be connected to a counselor.
- c. **Initial Diagnostic Assessment:** Following the intake, a Face-to-Face or Telephonic consultation appointment is offered. During the assessment the counselor will gather information regarding the presenting problem in order to create a diagnosis and develop a treatment plan for short-term counseling. This session counts as one of the EAP visits included in the plan. Telephonic or Virtual (iConnect You) Assessments in lieu of face-to-face assessments will only be conducted at the request of the participant.
- d. **Short-Term Therapeutic Counseling:** Company will offer up to three visit model **(3) visits** for short-term EAP counseling benefit per participant, per issue, per calendar year (including the initial appointment). The Company will be fully responsible for the clinical care provided to participants. The specific number of sessions and treatment plans will be determined by the Company's counselor and will be based on clinical presentation, need, and suitability for a short-term counseling model of treatment. Minor coverage: A minor may contact the EAP directly or a parent/guardian may do so on their behalf. Deer Oaks cannot assess a minor telephonically and cannot refer to EAP services without parental or legal guardian involvement and written consent. Minors accessing the service directly, without parental involvement, will be checked for safety, offered in-the-moment support and, where appropriate, referred to other Agencies. Upon receiving parental consent, children ages 8-13 are eligible for family counseling; children ages 14-17 are eligible for individual counseling; and children under age 8 must be referred out of the EAP. Telephonic counseling can be made available in lieu of face-to-face counseling only at the request of the participant. In addition, a confidential "Face time" session via "iConnect You" can also be available in lieu of face to face at the request of the participant. Other alternative modes

of counseling to discuss may include the following: AWARE Mindfulness-Based Stress Reduction Program, Telephonic Virtual Group Counseling and Telephonic Life Coaching. If a participant possesses clinical symptomatology that requires longer-term and/or a different psychotherapeutic approach to treatment, the Company will work with the employers medical benefit plan to either make a referral to another provider and/or provide these services under the umbrella of the employee's medical benefit.

- e. **Range of Counseling Types:** Counseling may include individual, family, and/or marital interventions for issues suitable for a short-term counseling approach. Common presenting problems include, but not limited to stress, family problems, marital problems, sadness/grief, worrying, parent/child problems, work-related difficulties, interpersonal problems with co-workers and supervisors, anger management problems, drug or alcohol use, workplace violence, single parenting problems, legal and financial difficulties, coping with medical problems, and crisis counseling.
- f. **Case Management & Follow-Up:** Company shall attempt to follow-up with all participants accessing services to ensure their satisfaction. Additionally, Company shall conduct comprehensive case management and follow-up for any participants referred to the EAP on a mandatory basis due to a job performance concern, work-place violence, sexual harassment, or suspicion of substance abuse or other employer group policy violation or concern.
- g. **Referrals:** For cases requiring medical or longer term/more intensive behavioral health intervention, referrals will be made by the Company to the employer's Medical Plan when indicated, or to another qualified professional that is within the financial means of the participant if the participant is not covered by the major medical plan. Low cost and free community referrals are also available to EAP participants.
- h. **Referrals for Psychological Testing/Fitness-For-Duty Evaluations (FFDs) and DOT/SAP Evaluations:** Deer Oaks provides expert telephonic consultation dealing with decisions regarding the need for a Fitness-for-Duty (FFD) Evaluation and can assist in recommending a FFD facilitator and coordinating a referral to the provider. However, the Employer is solely responsible to decide whether to refer an employee for a Fitness-for-Duty Evaluation. The

employer is responsible for working directly with the FFD provider, as well as paying for the Fitness-for-Duty Evaluation directly. With regard to DOT/SAP evaluations, the Company will coordinate and case manage DOT/SAP Evaluations at a fee for service.

- i. **Education & Prevention:** The Company offers Supervisor and Employee Wellness Training via webinars and in person. An extensive array of education and prevention seminars are available to employees and supervisors dealing with a wide variety of topics including wellness, stress management, coping with change, motivating employees, recognizing substance abuse, other personal or work-related concerns. Electronic Newsletters for employees and supervisors are designed by the Company for distribution by the employer to provide additional educational and preventative tips and activities. Additionally, many training seminars are available to download via the Company's website. PEPM includes up to twelve **(12) hours** of Onsite Employee/Supervisor Training Seminars and twelve **(12) hours** of Webinars from our Webinar Catalog. The onsite hours may be used at the Employers discretion for training/orientation, employee orientations, and wellness /brown bag seminars. Unlimited health fair/open enrollment meetings.
- j. **Work/Life Services:** Company will assist participants with balancing personal and work life concerns, coping with maternity/paternity and return to work, time management, childcare/eldercare services, and other work/life issues such as assistance with referrals for adoptions, relocations, college planning, and adjusting to retirement. Company will provide participants with I.D Recovery which offers a thirty (30) minute consultation with an Identity Recover Professional that will aid in the recovery process by assessing the situation, creating and implementing an action plan. Company will provide participants credit score monitoring through Credit Karma which will provide secure credit scores, reports and monitoring and financial tools. Company will provide Telephonic Life Coaching to assist participant with obtaining personal goals.
- k. **Employer Group Services:** Company will provide additional group assistance to the Employer as needed. These group services include immediate CISD response to any employees coping with a trauma or critical incident in the workplace within 24 hours of the request of the Employer

3. Definitions.

- a. The term "participant" for purposes of this Agreement shall mean (i) the spouse or any child (natural or adopted) of an Employee, regardless of where such spouse or child resides; and (ii) any child for whom an Employee (or his or her spouse) is a court-appointed guardian; and (iii) any person residing in the household of an Employee.
- b. The term "counselor" shall mean a Company employee or contractor with a master's or doctoral degree in an appropriate mental health care related field.
- c. The number of sessions shall include appointments made and kept as well as appointments made and late cancelled (less than 24 hours notice by participant) or no shows.

4. Term. The term of this Agreement shall be for three years **(3)** year period beginning **January 1, 2020 through December 31, 2022** with an option to renew for additional one year periods. This Agreement may be terminated with a 30 day notice (i) by Company, if Employer fails to pay the monthly fee owing hereunder to Company and such failure shall continue for thirty days after Employer receives written notice to cure for such failure from Company; (ii) by Company, if Employer shall have received three delinquency notices under Section 4 (i), immediately above, in any year; (iii) by Employer, if Company fails to perform any of its obligations hereunder or if Company is in breach of any of its covenants hereunder, and such failure or breach continues for thirty days after Company receives written notice to cure for such failure or breach from Employer; and (iv) by Employer, with or without cause, by providing Company with ninety days written notice of termination. This Agreement shall also be cancelable by Employer (i) at the end of any fiscal year of Employer in the event that sufficient funds have not been budgeted for the following fiscal year for the purposes of this Agreement; and (ii) in the event that Employer is required by law to competitively bid or submit requests for proposals in connection with the subject matter of this Agreement during its term.

5. Access. Employees and participants may contact the EAP via the toll-free access number **(1-888-993-7650)** to Employer's employees and their dependents 24 hours a day, seven days a week, throughout the term of this Agreement. Routine appointments are offered generally within three (3) business days, urgent

appointments within 48 hours, and emergency appointments are arranged same day. Company offers a nationwide network of affiliate providers in multiple locations shall make every effort to participant's specific request for an appointment time or location. Bilingual counseling services are also available.

6. **Service Locations.** Company shall provide counseling services at the Company's and Affiliates' office locations. On-site consultations at the workplace will also be provided at the request of the Employer according to the terms contained herein.

7. **Eligibility Determination.** Company will provide services to all participants without requiring a specific verification process of each employee's current employment status. COBRA participants as well as employees whom need support during their transition following their termination of employment with Employer will also be eligible for short-term EAP counseling services. Employer will verify the numbers of employees eligible for the EAP benefit by the 10th day of each month, and adjust the reimbursement to Company accordingly. Company will contact Employer if there appears to be significant access of the EAP benefit by anyone who is not eligible.

8. **Company Representative.** The Company will assign a primary representative at the discretion of Company. Alicia Barrera, the Company's Executive Director of EAP Account Management, shall be the primary representative of Company for the purposes of this Agreement (the "Company Representative"). Mrs. Barrera's address, telephone and fax numbers are as follows: 126 East Main Plaza Suite 8 San Antonio, TX. 78205, telephone number (210) 615-3415, fax number (210) 615-2279. The Company may also assign additional Account Management Specialists to the team handling the account at the Company's discretion or as needed. Employer may contact the Company Representative (or designated assistant) directly regarding any questions, problems, or concerns Employer may have which are related to this Agreement. Company may change the person designated as the Company Representative by prior notice to the Employer; provided, however, that Company shall appoint a replacement Company Representative at any time within thirty days after the receipt of a request from the Employer.

9. **Relationship of Parties.** It is understood by the parties that the Company is an independent Contractor, and not an employee of the Employer. Employer will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of the Company.

10. **Entire Agreement:** This agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this Agreement is binding unless in writing signed and duly executed by both parties.

11. **Communications with Employees.** No promotional or informational materials shall be disseminated to Employer's employees without the prior written approval of Employer's Representative. The Company Representative in connection with Employer's Representative shall prepare an initial, explanatory packet for distribution by Employer to all Employees no later than two weeks prior to the commencement date of this contract.

12. **Extended Services.** Referrals to the health plan for extended service will be made based on symptom severity and the client's best interests. Company will be able to continue counseling services under Employer's current health plans, if Company is a participating provider and if such services are covered under such plans. If the participant requires additional counseling, but such counseling is not covered under an applicable health plan, then Company shall refer such participant to appropriate community health services, or if the participant prefers, the participant may continue to use the services of the Company on a private pay basis.

13. **Standard of Care.** Company shall perform its duties and obligations under this Agreement as a fiduciary of Employer's Employees and their respective dependents; and Company shall use the care, skill, prudence, and diligence in the performance of its duties and obligations under this Agreement as required by all applicable professional standards and laws.

14. **Equal Employment Opportunity.** Company shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin or handicap and shall otherwise comply

IN WITNESS WHERE OF, the undersigned have executed this Agreement as of the day and year first above written.

COUNTY OF HIDALGO


DEER OAKS EAP SERVICES, LLC

By: Richard F. Cortez
Richard F. Cortez, County Judge

By: _____
Alicia Becerra, Executive Director of EAP Svc

Date

Date

ATTEST:

BY: Arturo Guajardo Jr.
Arturo Guajardo Jr. County Clerk

APPROVED BY
COMMISSIONERS COURT
ON: 12/3/19 ml

Approved by Commissioners Court on: 12/03/2019

APPROVED AS TO FORM:
Office of the Criminal District Attorney
Ricardo Rodriguez, Jr.

By: Robert Viña III
Robert Viña III, Assistant District Attorney

By: _____