

THE STATE OF TEXAS §

COUNTY OF WILLIAMSON §

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**COUNTY ADDENDUM FOR  
SOCIAL SERVICE FUNDING AGREEMENT  
WITH HILL COUNTRY COMMUNITY MINISTRIES**

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**Important Notice: County Purchase Orders and Contracts constitute expenditures of public funds, and all vendors are hereby placed on notice that such procurement is subject to the extent authorized by Texas law, including but not limited to Tex. Const. art. XI, § 7, the Texas Government Code, the Texas Local Government Code, the Texas Transportation Code, the Texas Health & Safety Code, and Opinions of the Texas Attorney General relevant to local governmental entities.**

THIS ADDENDUM TO PROFESSIONAL SERVICE AGREEMENT is made and entered into by and between **Williamson County, Texas** (hereinafter "County"), a political subdivision of the State of Texas, acting herein by and through its governing body, and **Hill Country Community Ministries** (hereinafter "Agency"), a non-profit corporation, located at 1005 Lacy Drive, Leander, Texas 78641 to engage Agency as an independent contractor, to assist in providing certain operational services pursuant to the following additional terms, conditions, and restrictions:

**I.**

**Incorporated Documents:** This Agreement constitutes the entire Agreement between the parties and may not be modified or amended other than by a written instrument executed by both parties. Documents expressly incorporated (as if copied in full) into this Agreement include the following:

- A. Original Agreement signed by Agency on November 4, 2020, including attached Exhibit(s); and
- B. This Williamson County Addendum for Funding.

**II.**

**Term:** The term of this Agreement is from the effective date to June 30, 2021.

### III.

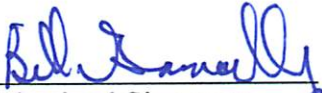
**Exhibit "A" Allowable Expenses:** This amendment will change the allowable expenses set forth on Exhibit "A" to add and cover the reasonable costs of: 1) equipment and supplies (\$6,181.00); 2) administrative cost through December 30, 2020 (\$8,337.22); administrative costs from January 1, 2021 to June 30, 2021 (\$61,668.00); and the pro rata share of the Agency's single audit cost associated with managing these funds (\$15,000.00). The grand total and not-to-exceed amount under this Agreement shall be eighty-two thousand eight-hundred-forty-nine dollars (\$82,849.00).

### IV.


In all other respects, the Agreement is reaffirmed.

WITNESS the signatures of all parties in duplicate originals to be effective as of the date of the last party's execution below.

WILLIAMSON COUNTY:

  
Authorized Signature  
Date: March 23, 2021

AGENCY:

  
Authorized Signature  
Date: March 18, 2021

## WILCO FORWARD COSTS

HCCM Wilco Forward Equipment and Supply List			
Qty	Item	Price per unit	Total
2	4-drawer filing cabinets	\$150.00	\$300.00
5	Banker boxes (10 boxes)	\$28.00	\$140.00
4	Staplers	\$8.31	\$33.24
4	Staple removers	\$3.69	\$14.76
1	Box of blue pens (60 pens)	\$6.29	\$6.29
1	Box of black pens (60 pens)	\$6.29	\$6.29
1	Box of red pens (50 pens)	\$7.28	\$7.28
2	Box of yellow highlighters (12 highlighters)	\$6.02	\$12.04
5	Box of blue file folders (100 per box)	\$17.09	\$85.45
3	Box of file folder labels (750 labels)	\$7.98	\$23.94
2	Box of Post-It notes (24 pads of 70 sheets per pad)	\$29.69	\$59.38
5	Case of paper (10 reams of 500 sheets)	\$44.65	\$223.25
10	Box of hanging folders (25 per box)	\$5.75	\$57.50
4	Desktop calculators	\$7.55	\$30.20
1	Box of large rubber bands (box of 300)	\$12.59	\$12.59
2	Box of large paper clips	\$4.39	\$8.78
20	Stamps (rolls of 100)	\$55.00	\$1,100.00
2	Desktop/Laptop computers & set-up	\$1,124.00	\$2,248.00
1	Copier Costs/ additional copies	\$500.00	\$500.00
4	Envelopes (box of 500)	\$36.99	\$147.96
2	Check stock	\$122.00	\$244.00
	Banking Fees (additional checks written)	\$20.00	\$200.00
	Banking Stop Payment Fees	\$30	\$720
<b>Total Equipment &amp; Supplies</b>			<b>\$6,181</b>

Administrative Costs - November 4 - December 30, 2020			
	Employee	# Hours	Total
	Donna Meek	157	\$1,575.00
	Sandra Lopez	106	\$1,272.00
	Accountant	30.25	\$1,512.50
	Executive Director		\$3,977.72
	<b>Total</b>		<b>\$8,337.22</b>

Administrative Costs - January 1, 2021 - June 30, 2021			
	Employee	# Hours	Total
	Donna Meek	118/month	\$7,080.00
	Sandra Lopez	111/month	\$7,992.00
	Accountant	30/month	\$9,000.00
	Executive Director	6.375/week	\$12,927.60
	2 additional new hires (if needed)		\$16,331.18
	<b>Total</b>		<b>\$53,330.78</b>
<b>Total administrative costs for 11/4/20 - 6/30/21</b>			<b>\$61,668.00</b>

HCCM Federal Audit			
	<u>Item</u>	<u>Price per unit</u>	<u>Total</u>
	Federal Audit		\$15,000.00