

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS
MONTGOMERY COUNTY HOSPITAL DISTRICT**

The regular meeting of the Board of Directors of Montgomery County Hospital District was duly convened at 4:00 p.m., May 28, 2019 in the Administrative offices of the Montgomery County Hospital District, 1400 South Loop 336 West, Conroe, Montgomery County, Texas.

1. Call to Order

Meeting called to order at 4:00 p.m.

2. Invocation

Led by Mr. Cole

3. Pledge of Allegiance

Led by Mr. Grice

4. Roll Call

Present:

Bob Bagley
Chris Grice
Justin Chance – *Arrived at 4:07 p.m.*
Mark Cole
Sandy Wagner
Brad Spratt

Not Present

Georgette Whatley

5. Public Comment

There were no comments from the public.

6. Special Recognition:

Non Field Employee – Ashley Presswood

Field Employee – Ana Paula Flores

Medical Director Award – Karen Bailey and Amanda Scott

7. CEO Report to include update on District operations, strategic plan, capital purchases, employee issues and benefits, transition plans and other healthcare matters, grants and any other related district matters.

Mr. Randy Johnson, CEO presented a report to the board.

“Mr. Cole for the record advised that Justin Chance arrived at 4:07 p.m.”

8. Consider and act on Legal Counsel updated agreement. (Mr. Cole, Chairman – MCHD Board) (attached)

Mr. Cole made a motion to consider and act on Legal Counsel updated agreement. Mr. Bagley offered a second and motion passed unanimously.

9. Consider and act on District Policies: (Mr. Chance, Personnel Committee)
• **HR 25-901 Travel and Entertainment**

Mr. Cole requested agenda item 9 to be tabled for a future board meeting.

10. Chief of EMS Report to include updates on EMS staffing, performance measures, staff activities, patient concerns, transport destinations and fleet.

Mr. James Campbell, EMS Chief presented a report to the board.

11. Consider and act on purchase of Stryker stretcher cots. (Mr. Spratt, Chair – EMS Committee)

Mr. Spratt made a motion to consider and act on purchase of Stryker stretcher cots. Mr. Bagley offered a second and motion passed unanimously.

12. COO Report to include updates on facilities, radio system, supply chain, staff activities, community paramedicine, emergency preparedness and IT.

Mrs. Melissa Miller, COO presented a report to the board.

13. Consider and act on Fiber Upgrade Project for IT Infrastructure. (Ms. Whatley, Chair – PADCOM Committee)

Mr. Grice made a motion to consider and act on Fiber Upgrade Project for IT Infrastructure. Mr. Chance offered a second. After board discussion motion passed unanimously.

Mr. Chance made a motion to table this agenda item until the next board meeting for more information. No second was offered and Mr. Chance withdrew his motion.

Mr. Spratt moved to amend the original motion to complete both phases this year and fund from the Capital Maintenance fund immediately. Mr. Bagley offered a second. After board discussion motion passed unanimously.

14. Consider and act upon First Amendment to Emergency Medical Service Housing Agreement with the City of Shenandoah (Station 26). (Ms. Whatley, Chair – PADCOM Committee) (attached)

Mr. Bagley made a motion to consider and act upon First Amendment to Emergency Medical Service Housing Agreement with the City of Shenandoah (Station 26). Mr. Spratt offered a second and motion passed unanimously.

15. Consider and act on the budgeted addition of a 30 amp shoreline at EMS stations. (Ms. Whatley, Chair – PADCOM)

Mr. Bagley made a motion to consider and act on the budgeted addition of a 30 amp shoreline at EMS stations. Mr. Grice offered a second. After board discussion motion passed unanimously.

“Mr. Cole requested that agenda items 27 and 28 be moved up in the agenda.”

- 16. Health Care Services Report to include regulatory update, outreach, eligibility, service, utilization, community education, clinical services, epidemiology, and emergency preparedness.**

Mrs. Melissa Miller, COO presented a report to the board.

- 17. Consider and act on ratification of contracts with additional network providers for indigent care. (Mrs. Wagner, Chair - Indigent Care Committee)**

Mrs. Wagner made a motion to consider and act on ratification of contracts with additional network providers for indigent care. Mr. Spratt offered a second and motion passed unanimously.

- 18. Consider and act on Healthcare Assistance Program claims from Non-Medicaid 1115 Waiver providers processed by Boon-Chapman. (Mrs. Wagner, Chair - Indigent Care Committee)**

Mrs. Wagner made a motion to consider and act on Healthcare Assistance Program claims from Non-Medicaid 1115 Waiver providers processed by Boon-Chapman. Mr. Spratt offered a second and motion passed unanimously.

- 19. Consider and act on ratification of voluntary contributions to the Medicaid 1115 Waiver program of Healthcare Assistance Program claims processed by Boon Chapman. (Mrs. Wagner, Chair – Indigent Care Committee)**

Mrs. Wagner made a motion to consider and act on ratification of voluntary contributions to the Medicaid 1115 Waiver program of Healthcare Assistance Program claims processed by Boon Chapman. Mr. Chance offered a second and motion passed unanimously.

- 20. Presentation on Need Based Medical Transportation trial program. (Mrs. Wagner, Chair-Indigent Care Committee) (attached)**

Mrs. Melissa Miller, COO made a presentation to the board.

- 21. Presentation of preliminary Financial Report for seven months ended April 30, 2019 – Brett Allen, CFO, report to include Financial Summary, Financial Statements, Supplemental EMS Billing Information, and Supplemental Schedules.**

Mr. Brett Allen, CFO presented financial report to the board.

- 22. Consider and act on the recommendation to sign a 3-year renewal with Blackbaud to upgrade to their web-based product. (Mr. Grice, Treasurer, MCHD Board)**

Mr. Grice made a motion consider and act on the recommendation to sign a 3-year renewal with Blackbaud to upgrade to their web-based product. Mr. Spratt offered a second. After board discussion motion passed unanimously.

- 23. Consider and act on Fleet Policy: (Mr. Grice, Treasurer, MCHD Board)**
- **FLT 10-101 Mechanic Tool Reimbursement**

Mr. Grice made a motion to consider and act on Fleet Policy, FLT 10-101 Mechanic Tool Reimbursement. Mr. Spratt offered a second. After board discussion motion passed unanimously

The board requested staff to come back in the future with a list of equipment that EMS staff may purchase for themselves.

24. Consider and act on ratification of payment of District invoices. (Mr. Grice, Treasurer - MCHD Board)

Mr. Grice made a motion to consider and act on ratification of payment of District invoices. Mr. Chance offered a second and motion passed unanimously.

25. Consider and act on salvage and surplus. (Mr. Grice, Treasurer – MCHD Board) (attached)

Mr. Grice made a motion to consider and act on salvage and surplus. Mr. Spratt offered a second and motion passed unanimously.

26. Secretary's Report - Consider and act on minutes for the April 23, 2019 Regular BOD meeting. (Mrs. Wagner, Secretary - MCHD Board)

Mrs. Wagner made a motion to consider and act on the minutes for the April 23, 2019 Regular BOD meeting. Mr. Spratt offered a second and motion passed unanimously.

27. Convene into executive session pursuant to section 551.074 of the Texas Government Code to deliberate personnel matters related evaluation of Chief Executive Officer, Randy E. Johnson. (Mr. Chance, Chair – Personnel Committee)

Mr. Cole made a motion to convene into executive session at 4:53 p.m. pursuant to section 551.074 of the Texas Government Code to deliberate personnel matters related evaluation of Chief Executive Officer, Randy E. Johnson.

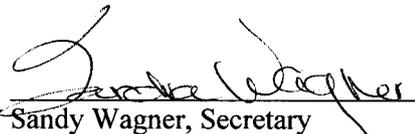
28. Reconvene from executive session and make recommendations if needed on matters relating to the evaluation of Chief Executive Officer, Randy E. Johnson. (Mr. Chance, Chair – Personnel Committee)

The board reconvened from executive session at 5:05 p.m. and are now back in regular session.

Mr. Cole advised no further action was to be taken.

29. Adjourn

Meeting adjourned at 5:40 p.m.


Sandy Wagner, Secretary

HUDSON & O'LEARY LLP
ATTORNEYS AT LAW

1717 W. SIXTH ST., SUITE 258
AUSTIN, TEXAS 78703
(512) 441-9941 FAX (512) 441-1501
GHUDSON@HOLAW.NET
TOLEARY@HOLAW.NET

May 22, 2019

Via Email & First Class Mail

Mr. Mark Cole, Chairman
Montgomery County Hospital District
P.O. Box 478
Conroe, Texas 77305-0478

Re: Amendment to engagement Agreement regarding representation of Montgomery County Hospital District in the capacity of General Counsel

Dear Chairman Cole:

First, I extend my appreciation and thanks to the Board of Directors of the Montgomery County Hospital District for continuing to use our law firm to represent MCHD as its General Counsel.

Second, you recall that in 2018, we transitioned our billing structure to a flat monthly retainer of Five Thousand Dollars (\$5,000) per month, rather than an hourly billing arrangement. The retainer covers all of our billable time spent each month in providing general counsel services to representatives of MCHD. Only if there were to arise a matter that required extraordinary time and efforts would we approach MCHD and request, in advance, a separate billing agreement for that matter. We would discuss and agree upon a separate fee arrangement that is mutually beneficial for such extraordinary engagements.

We propose monthly retainer be increased by Five Percent (5%) commencing on July 1, 2019. Expenses would continue to be billed at cost, however, we do not bill for travel to MCHD's monthly meetings per a prior agreement with the Board.

If this arrangement is acceptable to the Board of Directors, please sign below and email or fax it to me at your convenience

We truly appreciate the opportunity to continue to be of service to the Montgomery County Hospital District.

Sincerely,



Greg Hudson, Partner
Hudson & O'Leary LLP

AGREED TO AND ACCEPTED:

MONTGOMERY COUNTY HOSPITAL DISTRICT

By: Mark Cole
Mark Cole, Board Chairman

Date: 5/28/2019



4 Power Pros

Quote Number: 10006303
 Version: 1
 Prepared For: MONTGOMERY COUNTY HOSP DIST

 Quote Date: 04/02/2019
 Expiration Date: 07/01/2019

Remit to: P.O. Box 93308
 Chicago, IL 60673-3308
 Rep: Lauren Kuhner
 Email: lauren.kuhner@stryker.com
 Phone Number: 2812179301
 Mobile: 281-217-9301

Delivery Address**Ship To Account****Bill To Account**

Name:	MONTGOMERY COUNTY HOSP DIST	Name:	MONTGOMERY COUNTY HOSP DIST	Name:	MONTGOMERY COUNTY HOSP DIST
Account #:	1123951	Account #:	1123951	Account #:	1078125
Address:	1300 S LOOP 336 W CONROE Texas 77304	Address:	1300 S LOOP 336 W CONROE Texas 77304	Address:	PO BOX 478 CONROE Texas 77305

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	6506000000	Power-PRO XT	4	\$14,317.20	\$57,268.80
1.1	6085033000	PR Cot Retaining Post		\$0.00	\$0.00
1.2	7777881669	3 Yr X-Frame Powertrain Wrnty		\$0.00	\$0.00
1.3	7777881670	2 Yr Bumper to Bumper Warranty		\$0.00	\$0.00
1.4	6506026000	Power Pro Standard Components		\$0.00	\$0.00
1.5	6500001430	X-RESTRAINT PACKAGE		\$0.00	\$0.00
1.6	0054030000	DOM SHIP (NOT HI, AK, PR, GM)		\$0.00	\$0.00
1.7	650606160000	ONE PER ORDER, MANUAL, ENG OPT		\$0.00	\$0.00
1.8	6085031000	Trendelenburg		\$0.00	\$0.00
1.9	6506038000	Steer Lock Option		\$690.44	\$2,761.76
1.10	6092036018	J Hook		\$0.00	\$0.00
1.11	6506127000	Power-LOAD Compatible Option		\$1,526.02	\$6,104.08
1.12	6500028000	120V AC SMRT Charging Kit		\$0.00	\$0.00
1.13	6506041000	GREY XPS MATTRESS OPTION		\$0.00	\$0.00
1.14	6506040000	XPS Option		\$1,801.54	\$7,206.16
1.15	6506036000	No HE Section O2 Bottle		\$0.00	\$0.00
1.16	0054200994	No Runner/HE O2		\$0.00	\$0.00
1.17	6500311000	2 Stage IV Pole PL Option		\$244.36	\$977.44
1.18	6506012003	STANDARD FOWLER		\$0.00	\$0.00
1.19	6500130000	Pocketed Back Rest Pouch		\$233.70	\$934.80
1.20	6500128000	Head End Storage Flat		\$125.46	\$501.84
1.21	6500147000	Equipment Hook		\$47.56	\$190.24



4 Power Pros

Quote Number: 10006303
Version: 1
Prepared For: MONTGOMERY COUNTY HOSP DIST

Quote Date: 04/02/2019
Expiration Date: 07/01/2019

Remit to: P.O. Box 93308
Chicago, IL 60673-3308
Rep: Lauren Kuhner
Email: lauren.kuhner@stryker.com
Phone Number: 2812179301
Mobile: 281-217-9301

Equipment Total:	\$75,945.12
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Price Totals:

Grand Total:	\$75,945.12
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Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.

AUTHORIZED CUSTOMER SIGNATURE

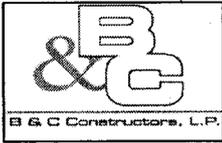
Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.

Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency.

Terms: Net 30 days. FOB origin. A copy of Stryker Medical's standard terms and conditions can be obtained by calling Stryker Medical's Customer Service at 1-800-Stryker.

In the event of any conflict between Stryker Medical's Standard Terms and Conditions and any other terms and conditions, as may be included in any purchase order or purchase contract, Stryker's terms and conditions shall govern.

Cancellation and Return Policy: In the event of damaged or defective shipments, please notify Stryker within 30 days and we will remedy the situation. Cancellation of orders must be received 30 days prior to the agreed upon delivery date. If the order is cancelled within the 30 day window, a fee of 25% of the total purchase order price and return shipping charges will apply.



27835 F.M. 2978
 Magnolia, TX. 77354
 713.932.9400 - o
 713.932.9443 - f

PROPOSAL

DATE: May 3, 2018
PROJECT: Misc. Shoreline /
 electrical upgrades
 Phase 2
 1GPA Contract #
 19-03DP-02

To:
 Montgomery Co. Hospital District
 1300 South Loop 336 West
 Conroe, TX 77304

Attn: Melissa Miller

DESCRIPTION	AMOUNT
Install new independent 30 amp shorelines at remaining locations per site visit Remaining work at station 11 canopy / make ready / fleet bay etc. Stations : 10, 14, 21, 23, 24, 25, 30, 31, 32, 33, 34, 40, 42, 45, 46 Number of dops per station as listed below 120 volt 30 amp dedicated circuit drops. Each drop independent new wiring with independent 30 amp circuit breaker. Plug end supplied by MCHD Ten - 2 drops / Eleven - 16 drops on site between make ready, fleet bay, outside canopy covered parking / 14 - one drop completed / 21 - one drop 23 - one drop / 24 - one drop / 25 - one drop / 30 - four drops / 31 - one drop / 32 - one drop / 33 - one drop / 34 - one drop 40 - two drops / 42 - one drop / 45 - one drop / 46 - one drop	\$ 42,140.04
Subtotal	\$ 42,140.04
Supervision, OH &P	Included
Sales Tax	Exempt
Jared Cochran B&C Constructors, LP.	TOTAL BASE BID \$ 42,140.04

THANK YOU FOR YOUR BUSINESS!

Proposal

To:

Calvin Hon
MCHD
1400 South Loop 336 West
Conroe, TX 77304
chon@mchd-tx.org



Submitted by:

Preferred Technologies, LLC
1414 Wedgewood Street
Houston, Texas 77093
Telephone: (281) 442-0550
Facsimile: (281) 449-5597

Title: MCHD Fiber Run
DIR- TSO- 3632

Date Submitted: May 29, 2019

Point of Contact: Randi Beck
Sales & Design Professional

Proposal Amount: \$ 41,320.00

Signed:

Randi Beck
Sales & Design Professional
Preferred Technologies, LLC
832-525-6152
randibeck@pref-tech.com



P: 281.442.0550

F: 281.449.5597

www.pref-tech.com

Overview

Preferred Technologies, LLC. (Pref-Tech) will provide fiber runs to connect the Administration Building, Shelter, and Service Center IDFs. Pref-Tech's work will be compliant with manufacturer requirements, applicable codes, and the highest industry standards.

Scope of Work

Preferred Technologies, LLC. will perform the tasks necessary to achieve full functionality. The tasks include, but are not limited to, the following:

New Singlemode Fiber Cable Installation:

- Server Room:
 1. Install one Plenum Rated 144 Singlemode Fiber Cable to IDF #2.
 2. Install 1 each 4U Ladder Tray Mounted Rack Unit
 3. Install 1 each Corning CCH-04U Fiber Termination Unit
 4. Install and fusion splice 12 each Corning 12 fiber singlemode Cassette Pigtails
 5. Test and document after both ends are fusion spliced

- Admin Building IDF #1- First Floor:
 1. Install one Plenum Rated 12 Singlemode Fiber cable to IDF#2
 2. Install 1 each 4U Ladder Tray Mounted Rack Unit
 3. Install 1 each Corning CCH-01U Fiber Termination Unit
 4. Install and fusion splice 1 each Corning 12 fiber singlemode Cassette Pigtail
 5. Test and document after both ends are fusion spliced
 6. Install one 1" fiber cable innerduct from Manhole #1 to IDF #1 and leave empty

- Admin Building IDF #3- Third Floor:
 1. Install one Plenum Rated 12 Singlemode Fiber cable to IDF#2
 2. Install 1 each 4U Ladder Tray Mounted Rack Unit
 3. Install 1 each Corning CCH-01U Fiber Termination Unit
 4. Install and fusion splice 1 each Corning 12 fiber singlemode Cassette Pigtail
 5. Test and document after both ends are fusion spliced

- Tower Control Building:
 1. Install one Outside Plant Rated 48 Singlemode Fiber cable to IDF#2
 2. Install 1 each Corning WCH-04P Wall Mounted Fiber Termination Unit
 3. Install and fusion splice 4 each Corning 12 fiber singlemode Cassette Pigtails
 4. Test and document after both ends are fusion spliced



- Service Center IDF:
 1. Install one Outside Plant Rated 48 Singlemode Fiber cable to IDF#2
 2. Install 1 each 4U Ladder Tray Mounted Rack Unit
 3. Install 1 each Corning CCH-04U Fiber Termination Unit
 4. Install and fusion splice 4 each Corning 12 fiber singlemode Cassette Pigtaills
 5. Test and document after both ends are fusion spliced

- Admin Building IDF#2- Second Floor:
 1. All newly installed singlemode fiber cables will terminate at this IDF
 2. Install 2 each 4U Ladder Tray Mounted Rack Units
 3. Install 2 each Corning CCH-04U Fiber Termination Units
 4. Install and fusion splice 22 each Corning 12 fiber singlemode Cassette Pigtaills
 5. Test and document after both ends are fusion spliced

Admin Building to Manhole #1:

In addition to the 2 each 48 SM OSP rated Fiber Cables, Pref-Tech will install one 1" Innerduct between Admin Building IDF #1 to Manhole 1.

Additional Notes:

Fiber Termination Units will be mounted on existing cable tray or owner provided new cable tray.
 All Fiber Terminations will be accomplished using LC SM Pigtaills- Fusion Splicing
 Admin Building 12 SM Fiber Cable for IDF 1 & 3 will be housed in Corning rack mount enclosure.
 Server Room 144 SM Plenum Cables will be housed in a Corning rack mount enclosure.
 Tower Control Building 48 SM Fiber Cable will be housed in a wall mounted Fiber Termination Unit.
 Service Center 48 SM Fiber Cable will be housed in a Corning rack mount enclosure.
 Admin Building IDF 2: All SM Fiber Cables will be housed in two rack mounted enclosures

Assumptions

The below assumptions were applied when pricing this project. The pricing in this proposal is contingent upon the validity of these assumptions. Additional charges may result if these assumptions be found false.

- Pref-Tech's work is limited to the installation of the bill of materials listed in the Pricing Sheet.
- Pref-Tech's installation is dependant on the utilization of existing 4" conduits to access the Tower Control Building and the Service Center Building
- Others will provide physical access to all work locations.
- Others will provide necessary wall space.
- All material shipments will be standard ground. If expedited shipping is required, then extra charges may apply.
- Taxes are excluded. If taxes apply, then Pref-Tech will apply the required taxes to each invoice.



Bill of Material and Pricing:

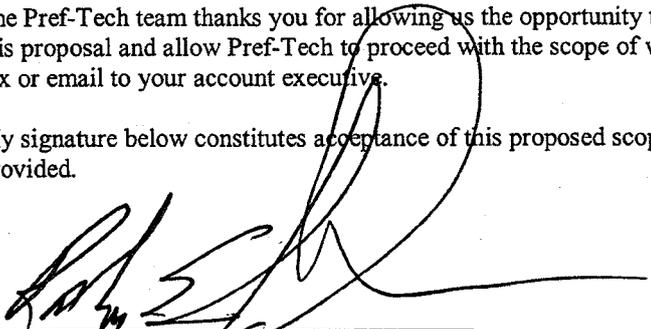
MANUF	PART NUMBER	DESCRIPTION	QTY OF KITS	QTY PER KIT	TOTAL QTY	UNIT	DIR TOTAL RETAIL
LABOR							
PREF-TECH	INSTALL	INSTALL PRODUCTS AND SYSTEMS FOR SURVEILLANCE, SECURITY, AND MONITORING. PRICING IS PER MAN HOUR.	N/A	N/A	78.75	HR	\$ 5,950.35
PREF-TECH	OVERTIME	PROVIDE ANY OF THE SERVICES MENTIONED ABOVE BETWEEN THE HOURS OF 6PM CST AND 6AM CST, MONDAY THROUGH FRIDAY, EXCLUDING FEDERALLY-RECOGNIZED HOLIDAYS. PRICING IS PER MAN HOUR.	N/A	N/A	78.75	HR	\$ 8,925.53
PREF-TECH	TEST	CONDUCT ROUTINE TESTING OF SYSTEMS AND ALL COMPONENT PARTS TO THE LEVEL AND FREQUENCY STIPULATED BY THE CUSTOMER. PRICING IS PER MAN HOUR.	N/A	N/A	10.00	HR	\$ 755.60
PREF-TECH	DOCUMENTATION	BUILD SHOP DRAWINGS, SUBMITTALS, AS-BUILT DOCUMENTS, OPERATIONS AND MAINTENANCE MANUALS, AND OTHER DOCUMENTATION REQUIRED BY THE CUSTOMER. PRICING IS PER MAN HOUR.	N/A	N/A	2.00	HR	\$ 196.46
PREF-TECH	PROJECT MANAGEMENT	PROVIDE PROJECT MANAGEMENT SERVICES, TO INCLUDE BUT NOT LIMITED TO ATTENDING MEETINGS, COORDINATING WORK, BUILDING AND MAINTAINING PROJECT SCHEDULES, CONDUCTING SAFETY MEETINGS, FULFILLING CONTRACT COMPLIANCE REQUIREMENTS, AND DEVELOPING APPLICATIONS FOR PAYMENT. PRICING IS PER MAN HOUR.	N/A	N/A	8.00	HR	\$ 785.84
MATERIALS							
PREF-TECH	MCH-MCHD-FIBER RUN KIT-04172019	FIBER RUN KIT	1.00	N/A	1.00	EA	\$ 22,276.57
CORNING	048ZU4-T4F22D20	48-F OS2 LT ALTOS BINDERLESS FAST ACCESS DIELECTRIC GELFREE0.34/0.34/0.22 DB/KM	N/A	1550.00	1550.00	FT	\$ -
CORNING	144ED8-T1301-20	MIC 250 DISTRIBUTION CABLE SM 144-F PLENUM OS2 8.2 MICRON YELLOW JACKET	N/A	200.00	200.00	FT	\$ -
CORNING	012E88-33131-29	12-F 8.3 OS2 SM TB PLENUM MIC 0.65/0.65/0.50 DB/KM YELLOW JACKET	N/A	200.00	200.00	FT	\$ -
CORNING	CCH-04U	72/288-F RACK-MT ENCLOSURE 19"4U EMPTY - ACCEPTS 12 PANELS, CASSETTES OR MODULES	N/A	3.00	3.00	EA	\$ -
CORNING	CCH-02U	24/96-F RACK-MT ENCLOSURE 19" 2U EMPTY-ACCEPTS 4 PANELS CASSETTES OR MODULES	N/A	1.00	1.00	EA	\$ -
CORNING	CCH-01U	12/48-F RACK-MT ENCLOSURE 19" 1U EMPTY-ACCEPTS 2 PANELS CASSETTES OR MODULES	N/A	2.00	2.00	EA	\$ -
CORNING	WCH-04P	24/48-F WALL-MT ENCLOSURE EMPTY - TAKES 4 CCH PANELS	N/A	1.00	1.00	EA	\$ -
CORNING	CCH-CS12-A9-P00RE	CCH SPLICE CASSETTE OS2 LOADED PANEL AND SINGLEMODE PIGTAIL, 12 FIBER, LC DUPLEXCCH-CS12-A9-P00RE	N/A	44.00	44.00	EA	\$ -
PREF-TECH	PREF-TECH	1" INNERDUCT - NON-PLENUM	N/A	200.00	200.00	FT	\$ -
PANDUIT	PZLRB4U	4RU LADDER RACK BRACKET MOUNTS ON CABLE TRAY (FIBER ENCLOSURES WILL MOUNT ON THESE)	N/A	6.00	6.00	EA	\$ -
NEPTCO	10722	RODDING EXISTING CONDUIT AND INSTALLING MULE TAPE FOR REUSE WITH NRE FIBER CABLES	N/A	1.00	1.00	LOT	\$ -
GENERAL CONDITIONS							
PREF-TECH	MCH-MCHD-FUEL-04172019	FUEL	N/A	N/A	1.00	EA	\$ 264.20
PREF-TECH	MCH-MCHD-SHIP-04172019	SHIPPING	N/A	N/A	1.00	EA	\$ 454.82
EQUIPMENT							
PREF-TECH	MCH-MCHD-MANHOLE SAFETY PACKAGE (AIR BLOWER, 2" WATER PUMP W HOSE)-04172019	MANHOLE SAFETY PACKAGE (AIR BLOWER, 2" WATER PUMP W HOSE)	N/A	N/A	1.00	EA	\$ 131.58
PREF-TECH	MCH-MCHD-FIBER FUSION SPLICER-04172019	FIBER FUSION SPLICER	N/A	N/A	1.00	EA	\$ 1,578.95
TOTAL							\$ 41,320.00



Acceptance of Proposal

The Pref-Tech team thanks you for allowing us the opportunity to work with you on this project. To accept this proposal and allow Pref-Tech to proceed with the scope of work outlined above, please sign below and fax or email to your account executive.

My signature below constitutes acceptance of this proposed scope of work and the Terms and Conditions provided.



Signature
RANDY JOHNSON

Customer Name
5/29/19

Date
CEO

Title



Terms and Conditions

This proposal is valid for 30 days.

Pref-Tech will submit a mobilization invoice upon contract award for 25% of the total contract amount. Mobilization includes (but is not limited to) all preparatory work necessary for the coordination and organization of personnel, procurement of materials, equipment, supplies, and incidentals required to begin the project; for the establishment of all necessary storage and facilities to facilitate the work; for premiums on bond and insurance (as applicable); and for all procedures/actions performed or costs incurred before the beginning of work.

Payment terms are NET 30 days from the date of invoice. Past due amounts shall incur interest at 8% per annum, accrued daily from the date due (NET 30) until paid in full. Materials will be invoiced upon receipt.

Pref-Tech may elect to preserve our right to perfect a bond or lien by sending notices in accordance with statutory requirements.

Any change to the scope of work or materials described in this proposal involving extra cost will only be effective upon the execution of a written change order by involved parties.

Pricing is conditional upon unrestricted access to all applicable areas where work is to be performed or access to and from areas where work is to be performed. Unless otherwise noted, the scope of work shown in this proposal is to be performed without delays. Additional trip charges may apply if delays caused by reasons outside of Pref-Tech's control are incurred.

Pref-Tech will guarantee all material and workmanship for a period of one year from the completion of the work included in this proposal. The warranty will commence upon final project acceptance and will terminate the 365th day beyond the date of final acceptance, regardless of warranty work conducted during the warranty period. The Owner is responsible for troubleshooting and identifying faults covered under this warranty. Additional fees may apply if Pref-Tech must troubleshoot issues for the Owner and/or if, during the course acting on a warranty request, Pref-Tech determines that the issue was not generated by failures in material or workmanship. Except for the foregoing warranty, Preferred Technologies specifically disclaims all other warranties, express or implied, including but not limited to the warranties of merchantability and of fitness for a particular purpose.

Pref-Tech shall not be liable for any special, consequential, incidental or exemplary damages or loss. Pref-Tech will not be responsible for equipment or parts which are in disrepair due to misuse, accident or mishandled by others not authorized to service this equipment during our agreement time. Pref-Tech will not be responsible for damages caused by fire, the elements, civil commotion, and malicious mischief, negligence of the customer, its agents or acts of God.

This proposal is the property of Pref-Tech. It is not for publication and is issued expressly on the condition that it is not to be copied, reprinted or reproduced in any manner; nor is it to be disclosed to any third party, either wholly or in part without the express written consent of Pref-Tech.



Health Care Assistance Program
Need Based Medical Transportation Trial Program

Vendor: MedTime

Justification

MCHD legal counsel requires additional insurance coverage to transport MCHD clients. Initial leg work performed by the Community Paramedicine program identified MedTime as the only taxi service that was willing to pay the additional costs. According to the CPs, MedTime has demonstrated reliability over the years compared to other providers who were either no-shows or left clients at appointment for hours before picking up.

Identification of Transportation Needs

Currently, the HCAP Case Management team utilizes a needs assessment form to gather information about the specific need of an individual after acceptance into the HCAP program. This process helps to identify clients that have no transportation options and need assistance getting to and from medical appointments. The case managers are responsible for updating the initial assessment at least every 6 months, or as the status and needs of the client changes.

Tracking Methodology

In order to adequately capture HCAP transportation usage and compile relevant data for reporting, the case managers will implement the following workflow

- Conduct travel training by educating clients on their transportation benefit and the process for scheduling a medical related appointment
- Client will schedule appointment with PCP/specialist (case managers will offer assistance when necessary) and contact case manager for assistance with transportation
- Case manager will gather necessary information and liaise with vendor to schedule transport.
- Vendor will confirm or refuse trip
- Client will be advised of date/pick up time and confirm appointment
- Client will be advised to contact HCAP case manager with any issues or concerns that may surface
- All appointments will be recorded via spreadsheet and include necessary data points

Revised and Propose Contract Agreement

SCOPE

MedTime Transportation Services LLC, herein after referred to as MedTime, is an independent locally owned business that provides excellent non-emergency medical services to all cultures, ages and demographics wherein residential, commercial and healthcare communities throughout Montgomery County and Surrounding areas.

To support MCHD's (Montgomery County Hospital District) efforts to improve the CP program involving Non-Emergency transportation, we propose new and revised services to be placed in exchange of the existing contract between MedTime and MCHD regarding transportation services and cost.

MedTime understands this proposal is not a binding contract. MedTime and MCHD will review and/or analyze transportation services and costs to determine if proposal objectives are feasible between both parties (MCHD and MedTime).

To conduct an objective and thorough process for the CP program, MedTime proposes to add the following essentials to ensure a successful continuation of the CP program through options that will support and enhance both parties:

Terms of the of this agreement will be based on a 6 month term. The parties MCHD and MEDTIME may extend this agreement for an additional 6 month term. Each party reserves the option to negotiate additional or amend this agreement.

Option 1 - \$2,000.00 Monthly Base Fee:

- 1) 30 trips included in base rate.
- 2) Houston transports included in the 30 booked trips.
- 3) \$60.00 for additional transports after the 30 booked trips.
- 4) \$150.00 for additional Houston transports after the 30 booked trips.
- 5) Insurance coverage that will cover MCHD insurance requirements.
- 6) Priority scheduling to MCHD.
- 7) Non-scheduled trips will be included in base trips of 30.
- 8) Same day cancelation will be counted towards base trips of 30.

(All options are negotiable)

Quality, Professionalism, and Affordability Are Our #1 Priorities
MedTime Transportation Services LLC.

Revised and Propose Contract Agreement

Option 2 – Flat rate:

- 1.) A flat rate of \$150.00 for all transports.
- 2.) A flat rate of \$150.00 for all Houston transports

(All options are negotiable)

Revised – Cancellation/Add-on fee process

- 1) 24Hr cancellation notice required.
- 2) Same day cancellation will result in \$45.00 fee.
- 3) \$25.00 fee for Pharmacy add-on transports.

Quality, Professionalism, and Affordability Are Our #1 Priorities
MedTime Transportation Services LLC.



> power your passion

2000 Daniel Island Drive, Charleston SC 29492-7541

Order Form

Site ID: 21243
Order Number: Q-00740477

Bill to:
Shannon Woleben
Montgomery County Hospital
District
1400 S. Loop 336 West
Conroe, TX 77304

Sold to:
Shannon Woleben
Montgomery County Hospital
District
1400 S. Loop 336 West
Conroe, TX 77304

Valid Until: 5/31/2019
Currency: USD
Payment Terms: NT30

Subscriptions

FE NXT Learn More

Price: \$7,449.96/year
Billed: Annual *partial year
Contract term: 30 months

Year 1: \$2,607.50*
Year 2: \$5,215.00
Year 3: \$5,215.00

FENXT Non-Financial User 10-pack

1 Each
1 Each @ \$0/Each
Price: \$300.00/year
Billed: Annual
Contract term: 36 months

Year 1: \$0.00
Year 2: \$0.00
Year 3: \$0.00

FE NXT Pro Offer

8 User
Included Modules: Purchase Orders, Budget Management, Advanced Security, Cash Management, General Ledger, Project Grant Endowment, Accounts Payable, Cash Receipts, View Only, eLibrary, Web Portal, Fixed Assets, Queue, Accounting Forms, FE NXT Expense Management

Price: \$29,133.00/year
Billed: Annual *partial year
Contract term: 42 months

Year 1: \$14,566.50*
Year 2: \$29,133.00
Year 3: \$29,133.00
Year 4: \$29,133.00

FE NXT Service Bureau

Price: \$21,000.00/year
Billed: Monthly starting 7/1/2019
Contract term: 12 months

Months 1-4, 15 hrs/month at \$2,625/month: \$10,500.00
Months 5-8, 10 hrs/month at \$1,750/month: \$7,000.00
Months 9-12, 5 hrs/month at \$875/month: \$3,500.00

FE NXT View Only Add User 10 Pack

1 Packs
 1 Packs @ \$0/Packs
 Price: \$300.00/year
 Billed: Annual
 Contract term: 36 months

Year 1:	\$0.00
Year 2:	\$0.00
Year 3:	\$0.00

Services**FE NXT Migration Preparation****\$1,000.00**

Price: \$1,000.00
 Billed: 50% Up Front/ 50% in 90 Days

FE NXT Service Bureau TM**\$175.00**

1 Hour @ \$175/Hour
 Price: \$175.00
 Billed: Monthly based on time entered

Cancellations

Credits for cancelled items are issued for the pre-paid, unused portions of cancelled items. Credits are calculated and issued when Your contract is signed and returned and can be applied to Your account at Your discretion.

FE:Advanced Security (1-10 Users)**FE:Cash Receipts****FE:Financial Edge****FE 7 Accounting Forms****FE 7 Accounting Forms Maintenance****FE 7 Accounts Payable****FE 7 Accounts Payable EFT****FE 7 Accounts Payable EFT Maintenance****FE 7 Accounts Payable Maintenance****FE 7 Accounts Payable PO Maintenance****FE 7 Accounts Payable Purchase Orders****FE 7 Accounts Receivable****FE 7 Advanced Security Maintenance****FE 7 AR Maintenance****FE 7 Budget Management****FE 7 Budget Management Maintenance****FE 7 Cash Management****FE 7 Cash Management Maintenance****FE 7 Cash Receipts Maintenance****FE 7 Fixed Assets****FE 7 Fixed Assets Maintenance****FE 7 General Ledger Maintenance****FE 7 GL Project Grant Endowment**

FE 7 Projects Grants Endowment MNT
FE 7 View-only Access 5 pack
FE 7 View-only Access Maintenance
FE7 Web Portal Hosting
FE 7 WebPurchasing 5 Pack
FE 7 WebPurchasing Maintenance
Financial Edge Customization Support
Financial Edge Hosting GM Promotion Annual Fee
General Ledger 7 Add Database
General Ledger 7 Add Database
General Ledger 7 Add Database
General Ledger 7 Add Database

New order totals:	Year 1:	\$39,349.00
	Year 2:	\$34,348.00
	Year 3:	\$34,348.00
	Year 4:	\$29,133.00

General Terms

Enter text here to overwrite the above PO Number or add a note to the invoice:

The fees and terms on this Order Form are valid until 5/31/2019. This Order Form is governed by the Blackbaud Solutions Agreement, as amended by the Blackbaud Solutions Agreement Addendum attached hereto (together "the Agreement") and applicable terms and conditions in the Online Terms and Conditions Center, and by signing this Order Form You agree to these terms.

Renewals:

Unless You notify Blackbaud in writing of Your desire to cancel at least forty-five (45) days prior to the start of the upcoming renewal term, Your Subscription shall renew for consecutive terms equal in length to the initial term. Renewal fees or Subscription pricing for renewal terms are subject to a reasonable adjustment.

Fees, Expenses and Payment:

- a. Fees, Duties, and Taxes. Fees for Solutions are set forth in this Order Form, exclusive of taxes. Unless Blackbaud has a current and valid tax exemption certificate on file, You will be responsible for all applicable taxes.
- b. Expenses. If Blackbaud incurs reasonable travel and living expenses to perform Your Services, You are required to reimburse Blackbaud for such expenses pursuant to Blackbaud's then-current travel policy, available to You upon request.
- c. Invoices. The initial invoice for Your Solutions is issued immediately following Order Form signature. All other invoices shall be issued as follows: (i) invoices for Services will be issued in accordance with the applicable SOW; (ii) pro forma invoices for upcoming Subscription renewals shall be sent to You at least sixty (60) days prior to the start of the renewal term; (iii) and unless terminated in compliance with the Suspension; Acceptable Use Policy (Section 3(a) of the Blackbaud Solutions Agreement), final renewal invoices for Subscriptions will be issued at least thirty (30) days prior to the start of the renewal term.
- d. Payments and Late Payments. Payment is due as stated in this Order Form. All payments are non-refundable except in the event of Our uncured material default under this agreement. If You believe an invoice is inaccurate, You must notify Blackbaud in writing within thirty (30) days from the date of such invoice. Except for amounts subject to a good faith dispute, We may invoice You an interest rate allowable under applicable laws for any outstanding invoice not paid when due.

Our records indicate that You are Tax Exempt. You will not be charged sales tax on Your orders as long as Your exemption certificate has not expired. If it has expired, send the new certificate to: SalesTaxExemptCertificates2@blackbaud.com.

You acknowledge that the Software licensed in this Order Form will be provided through electronic download and that no additional shipment of the program on tangible media (i.e., CD, disk, tape, etc.) shall be provided or is required.

As a Financial Edge NXT customer you benefit from the SKY API capability. Should you choose to use this capability, you can make up to 25,000 calls to the SKY API per day with a global rate limit of 5 calls per second. For additional calls per day, you must purchase additional usage from Blackbaud. Once you have made your allotted number of calls, you will not be permitted to make any more calls that day.

You acknowledge that certain aspects of Our Solutions interface with and share client content with partner applications purchased by You from third parties ("Partner Applications"). We make no warranty with respect to any Partner Applications, and We shall have no liability should client content become unavailable from such Partner Applications for any reason. Your use and remedies with respect to such Partner Applications shall be pursuant to the applicable third-party agreements in place between You and the third-party provider of the Partner Application.

Scopes of Work

The Professional and Consulting services charges listed on this Order Form are for this purchase only and are subject to the Professional and Consulting Services General Terms. Information specific to the Professional and Consulting services project, or work, can be found in the applicable Statement(s) of Work (SOW).

Project Contact Name:

Enter text here to overwrite the above Project Contact Name:

Project Contact Email:

Enter text here to overwrite the above Project Contact Email:

**FE NXT Migration
Preparation**

<https://www.blackbaud.com/files/sow/NXTFEMIGRATIONPREP.pdf>

Signatures

IN WITNESS WHEREOF, the parties have caused this Order Form to be executed by their duly authorized representatives.

AGREED:

Client: **Montgomery County Hospital District**

Blackbaud, Inc.

By: *D. Brett Allen*
D. Brett Allen (May 29, 2019)

K.P. J

Name: D. Brett Allen

Name: Kevin Gregoire

Title: Chief Financial Officer

Title: President, Enterprise Business
Unit

Date: May 29, 2019

Date: 04/23/2019

(*Effective Date)

All proposed modifications, variations, edits, or additions to this Order Form are objected to and deemed material unless otherwise mutually agreed to in writing.

BSA Addendum

With respect to Order Form #- Q-00740477, the Blackbaud Solutions Agreement between **Montgomery County Hospital District** and **Blackbaud, Inc.** is hereby modified as follows:

1. A new Section 19 ("Non-Appropriation") is hereby inserted:

"If funds specifically related to this Agreement are not appropriated by the applicable legislative body for any fiscal period of this Agreement, this Agreement shall be terminated automatically as of the beginning of the fiscal year for which funds were not appropriated; provided, however, that this shall not affect either Parties' rights under any termination clause in this Agreement. The effect of termination of the Agreement hereunder shall be to discharge Blackbaud and You from future performance of the Agreement, but not from their rights and existing obligations existing at the time of termination. Blackbaud shall be reimbursed for the reasonable value of any nonrecurring costs incurred but not amortized in the price of the Agreement. You shall notify Blackbaud immediately upon awareness of non-appropriation."

1 BLACKBAUD PROFESSIONAL SERVICES

This Statement of Work (“SOW”) outlines the parameters for the delivery of services (“Engagement”) for Financial Edge NXT. This SOW accompanies the Blackbaud Solutions Agreement (“BSA”); all of the terms and conditions of the BSA apply.

Throughout this document, Montgomery County Hospital District will be referred to as “Client” and Blackbaud as “Blackbaud”.

1.1 Overview

For twelve (12) consecutive months, Blackbaud will make available Services resources for fifteen (15) hours per month in months 1 through 4, ten (10) hours per month in months 5 through 8, and five (5) hours per month in months 9 through 12 to assist with activities as directed by the Client. Client will work with Blackbaud to direct the use of the monthly hours to one or more of the activities outlined in Section 1.2. The number of items delivered during the course of the Engagement will be governed by the number of hours and term length of the contract. Changes to the monthly hours allocation that require Blackbaud to secure additional or alternative resourcing will be noted via Change Order. The lead time for reallocations will be dependent upon Blackbaud’s resource capacity at the time of the Client request.

1.2 Available Services

The information below describes Services available to the Client. Specific tasks and deliverables will be determined and documented by the Client and the Blackbaud during the course of the Engagement.

1.2.1 Best Practice Consulting

Area	Description
<p>Database Analysis</p>	<ul style="list-style-type: none"> • Observe and explore how the Blackbaud solution data is structured, configured, and currently being used • Identify data structure to standardize in order to increase the efficiency and effectiveness of utilizing the solution • Present best practice recommendations for enhanced use of the Blackbaud solution to Client • Recommendations may include: <ul style="list-style-type: none"> ○ Data Cleanup using Journal Entries ○ Updated Solution Configuration ○ Best Practice Recommendations <p>Note — Analysis may be conducted on a segment of the system, or overall solution. The number of areas that analysis may be performed on is dependent on the hours and term length of the contract.</p>

Area	Description
<p>Functional Overview</p>	<ul style="list-style-type: none"> • Provide an overview of Blackbaud solution functionality to Client staff • Review how to effectively use solution functionality to become more effective and efficient • Walk-through Client-specific business processes and workflows within the system <hr/> <p>Note — This is not formal training and does not include training workbooks, training environments and/or provide continuing education credit.</p>
<p>NXT Feature Adoption</p>	<ul style="list-style-type: none"> • Best Practice recommendations for the use of FENXT features, including but not limited to: <ul style="list-style-type: none"> ○ Paperless document storage ○ Bank integration ○ Credit Card integration ○ Excel plug-ins for Journal Entries ○ Additional features as they are released in the solution
<p>Business Process Analysis</p>	<ul style="list-style-type: none"> • Discuss Client-specific business processes and workflows within the solution • Identify processes to standardize and/or change in order to increase the efficiency and effectiveness of utilizing the solution • Present best practice recommendations for enhanced use of the Blackbaud solution to Client. • Recommendations may include: <ul style="list-style-type: none"> ○ Updated and/or Consolidated Process Workflows ○ Updated Configuration to support workflows ○ Adjustment to staff roles, security settings or internal division of labor ○ Required outputs to support process <hr/> <p>Note — Analysis may be conducted on a segment of the system, or overall business processes in the full solution. The number of areas that analysis may be performed on is dependent on the hours and term length of the contract.</p>
<p>Strategic Consulting</p>	<ul style="list-style-type: none"> • Discuss Client-specific organizational goals • Collaboratively develop a strategy for using the Blackbaud solution to help reach organizational goals • Present best practice recommendations for enhanced use of the Blackbaud solution to meet Client's overall strategic goals. • Recommendations may include items that support the following strategic areas: <ul style="list-style-type: none"> ○ Preparation for Board Meetings ○ Policies and Procedures ○ Process Automation

Area	Description
	Note — Blackbaud will provide and document recommendations on the above topics, but will not deliver documentation (e.g., Policy and Procedure Guides) as part of this retainer.

1.2.2 Solution Configuration

Area	Description
General Solution Configuration	<ul style="list-style-type: none"> • Provide an overview of the solution functionality to Client staff • Discuss Client-specific requirements for configuration and best practice recommendations • Perform configuration and assist with deployment of the functionality to users <p>Note — Blackbaud will not configure any areas related to 3rd party systems or product customizations.</p>
Integrations	<ul style="list-style-type: none"> • Assist with configuring and testing any of the following standard Blackbaud integrations, including: <ul style="list-style-type: none"> ○ Raiser's Edge – Financial Edge
NXT Feature Configuration	<ul style="list-style-type: none"> • Configuration of FENXT features, including but not limited to: <ul style="list-style-type: none"> ○ Paperless document storage ○ Bank integration ○ Credit Card integration ○ Excel plug-ins for Journal Entries ○ Additional features as they are released in the solution
Outputs	<ul style="list-style-type: none"> • Develop standard reports • Develop standard dashboards • Create queries and/or exports • Recommendations and guidance for complex reporting requirements* <p>Note — *Blackbaud will suggest if it will be most efficient to use a standard output within the Blackbaud solution for the requested information, or if there is an alternate method. If no out-of-the-box outputs meet Client's needs and a custom output is required, Blackbaud and Client will gather requirements and determine work effort. A Change Order will be required to deliver any customized outputs.</p>

1.2.3 Database Operations

Area	Description
Database Processes	<ul style="list-style-type: none"> • Execute imports and/or exports using standard functionality • Perform security group and user profile configurations • Assist with Bank Reconciliation and/or Month-End Close • Perform general database admin tasks <hr/> <p>Note — When importing, Client is responsible for extracting import data from the existing or source database and providing data in a Microsoft Excel or CSV format. Client is responsible for cleanup of source import files, if applicable, and consolidating multiple source import files into one template.</p>
Month/Quarter End Processes	<ul style="list-style-type: none"> • Discussion, Guidance and Assistance to complete processes more efficiently. Areas covered include: <ul style="list-style-type: none"> ○ Preparing financial statements ○ Reconciliation
Year End Processes	<ul style="list-style-type: none"> • Discussion, Guidance and Assistance to complete year-end processes more efficiently. Areas covered include: <ul style="list-style-type: none"> ○ Closing fiscal years ○ 1099s ○ Audit Prep and Preparing financial statements ○ Reconciliation

1.3 Services Limitations

1. Unused hours expire at the end of each month.
2. The total number of Services hours provided to the Client in a given month will not exceed the assumed monthly amount without triggering a billable overage pre-approved by the Client.
3. No Blackbaud travel is required for the performance of the aforementioned Services. Blackbaud and Client will work together to schedule any travel requested by the Client. Travel expenses are not included in the estimated services costs.
4. All services will be performed remotely on Client's Blackbaud applications.
5. Blackbaud will not perform any services requested by the Client which are not supported by standard generally available functionality within the Blackbaud solution.

1.3.1 Hours Overages

If additional monthly Services hours in excess of the assumptions specified herein are require, and if Blackbaud staffing availability permits, additional monthly hours may be provided by Blackbaud if requested and approved by the Client and Blackbaud in advance (email acceptable). Any such monthly overage hours will be charged to and paid by Client in accordance with the rate indicated on the Order Form.

1.3.2 Rollover Hours

Retainers of 20 or more hours per month are eligible for Rollover Hours. A maximum of 10 percent of unused hours in any given month may be rolled into the subsequent month on a month-to-month basis, contingent upon resource availability and written mutual agreement (email is acceptable) by Blackbaud and Client. Rollover hours are "bankable" only on a quarterly basis, meaning that any unused rollover hours expire at the end of March, June, September, December.

Note — Retainers of fewer than 20 hours per month do not include Rollover Hours.

1.4 Professional and Consulting Services Terms

Blackbaud Professional and Consulting Services Terms, www.blackbaud.com/terms, includes

- Services Billing Terms
- Services Engagement Project Start
- Placing Services Projects On Hold
- Expiration of Services
- Change Orders
- Exchange and Cancellations as it Relates to Services
- Deliverables Acceptance Procedures

1.5 Customer Support

As part of this services SOW, no custom solutions have been delivered. Custom Solutions are not covered by the standard scope of Customer Support. The scope of support for Blackbaud solutions can be found at www.blackbaud.com/terms.

2 ASSUMPTIONS & CLIENT RESPONSIBILITIES

The performance of Services, timing, resources, and fees associated with this SOW are based on the assumptions and Client responsibilities set forth below.

1. Client shall provide resources to fill the following core roles:
 - a. Client Primary Point of Contact (PPC), who will work with the Blackbaud to coordinate resources, assist with task planning, help resolve issues /manage risk, provide feedback for initiative prioritization, and ensure that appropriate management approvals are obtained in a timely manner.
 - b. Business and Technical Subject Matter Experts as reasonably required to attend various sessions. They will provide knowledge and insight into the data, processes and tools for each activity being investigated. Additionally, Client resources will be available as reasonably required to provide follow up materials and answer questions after sessions have concluded.
2. Client shall make all service requests covered in this SOW with a reasonable lead time in advance of the deadline. Lead times will vary depending on the nature of the request. Blackbaud and Client will work together to develop mutually agreed-upon timelines for work requests.

3. Client will cooperate with Blackbaud in taking actions and executing documents, as appropriate, to achieve the objectives of this SOW. Client agrees that Blackbaud's performance is dependent on Client's timely and effective cooperation with Blackbaud. Accordingly, Client acknowledges that any delay by Client may result in Blackbaud being released from an obligation or scheduled deadline or in Client having to pay additional fees for Blackbaud's agreement to meet a specific obligation or deadline despite the delay.
4. Client is responsible for the completeness and correctness of all documentation presented to Blackbaud, and shall verify the accuracy of completeness of the information provided.
5. Blackbaud is not responsible for any modification to Services made by Client or a third party.
6. Completion of Services assumes Client resources (e.g., business leaders, team members, IT resources, business Subject Matter Experts (SME), etc.) are available to support activities such as workshops, meetings, review sessions, etc. If Business SMEs cannot provide adequate time, the Services schedule and activities are subject to change.

2.1 SOW Specific Assumptions

1. Client agrees to adapt its business practices and processes to support standard system functionality wherever possible.

Signature:

Email: ballen@mchd-tx.org

	MECHANIC TOOL ALLOWANCE	Page 1 of 1
Department Fleet	Policy Number FLT 10-101	CAAS Reference Number N/A

I. POLICY

Montgomery County Hospital District recognizes the personal investment that its fleet mechanics have made towards tools required to perform their work on county vehicles and equipment efficiently and effectively.

The District recognizes that its mechanics are required to continually replace and or upgrade their tool selection to meet the ever increasing needs of Health & Safety and technology.

The District shall provide to its Mechanic I, II, and III certified technicians an annual tool allowance, ~~which is a taxable benefit~~. This tool allowance shall be provided to each technician as outlined in the following guidelines:

- Each Full-time Mechanic I, II, or III that maintains certification will be provided with a ~~\$300.00~~\$250.00 annual ~~, taxable~~ tool allowance.
- ~~Payments are for the previous year of service; therefore, you~~ You must be a full-time employee in the role of Mechanic I, II, or III for the entire year ninety (90) days to be eligible for the tool allowance. ~~payment.~~
- ~~The tool allowance will be paid on the pay date following the employee's anniversary date.~~
- ~~This program will run October 1 to September 30; in accordance with the District's fiscal year. is effective for anniversary dates falling after October 1, 2014.~~
- _____

References

Original Date 12/2014
Review/Revision Date MM/YYYY04/2019
X Supersedes all Previous
Approved by Compliance Committee on 4/3/19
Approved by the Board of Directors on 12/18/2014

 Montgomery County Hospital District	MECHANIC TOOL ALLOWANCE	Page 1 of 1
Department Fleet	Policy Number FLT 10-101	CAAS Reference Number N/A

I. POLICY

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- Each Full-time Mechanic I, II, or III that maintains certification will be provided with a \$300.00 annual tool allowance.
- You must be a full-time employee in the role of Mechanic I, II, or III for ninety (90) days to be eligible for the tool allowance.
- This program will run October 1 to September 30 in accordance with the District's fiscal year.

References

Original Date	12/2014
Review/Revision Date	04/2019
<input checked="" type="checkbox"/> Supersedes all Previous	
Approved by Compliance Committee on 4/3/19	
Approved by the Board of Directors on 12/18/2014	

MCHD Surplus/Salvage
 May 2019

Qty	Serial Number	MCHD Tag	Product Description	S/S	Reason
1	FT8CBK1	N/A	Dell Desktop PC	Salvage	End of life for device
1	R900FLTR	CAP20527	Lenovo Laptop	Salvage	Broken/Out of warranty
1	CN02Y3157161843BA799	NCA20087	Dell Monitor	Salvage	Broken Screen
1	54228	8317	EZ IO DRIVER	Salvage	No power. End of life.
1	54243	8333	EZ IO DRIVER	Salvage	No power. End of life.

AGENDA ITEM # 25

Board Mtg.: 5/28/2019

Montgomery County Hospital District Proceeds from Sale of Assets 10/01/2017 - 04/30/2019

<u>Account Name</u>	<u>Description</u>	<u>Sale Date</u>	<u>Sale of Surplus</u>
Vehicles	2010 Dodge Ram 3500 - 201,234 miles	5/22/2018	8,660.00
Vehicles	2009 Ford F350 - 140,736 miles (trade-in)	7/3/2018	15,000.00
Vehicles	2012 Dodge Ram 3500 SLT - 203,110 miles	7/24/2018	8,305.00
Vehicles	2012 Dodge Ram 3500 ST - 194,983 miles	9/21/2018	8,150.00
Vehicles	2012 Dodge Ram 3500 SLT - 199,930 miles	12/18/2018	8,514.00
Vehicles	2012 Dodge Ram 3500 - 189,761 miles	12/18/2018	8,920.00
Vehicles	2008 Chevy Tahoe LS - 199,172 miles	3/12/2019	3,805.00
	Vehicles Total		61,354.00
	Total Proceeds		61,354.00