



CONCHO VALLEY
COUNCIL OF GOVERNMENTS

EXECUTIVE COMMITTEE MEETING

Wednesday, November 8, 2023 at 2:00 p.m.
Concho Valley Council of Governments
5430 Link Rd, San Angelo, Texas 76904 and via Teleconference

The meeting place is accessible to persons with disabilities. If assistance is needed to observe or comment, please call the CVCOG office at 325-944-9666 at least 24 hours prior to the meeting.

Join By Zoom Teleconference - <https://us06web.zoom.us/j/86835870893>

***Meeting ID: 868 3587 0893 *Passcode: 473227**

833 548 0282 US Toll-free 877 853 5247 US Toll-free
888 788 0099 US Toll-free 833 548 0276 US Toll-free

Agenda

NOTICE: The Concho Valley Council of Governments may discuss, deliberate and take all appropriate action on any matter listed on this Agenda. Items on this Agenda may be taken out of the order listed. The Executive Committee reserves the right to deliberate in closed session pursuant to 551 of the Texas Government Code. Public comment is limited to five minutes per person on any agenda item.

BUSINESS

1. Determination of Quorum and Call to Order
2. Invocation and Pledge of Allegiance
3. Public Comment
4. Consent Agenda
 - a. Consider and take appropriate action concerning the minutes from the September 13, 2023 Meeting.
 - b. Consider and take appropriate action concerning the Staff Travel Report August 2023.

REGULAR AGENDA

5. Consider and take appropriate action concerning Checks in excess of \$2,000 for August 2023.
6. Consider and take appropriate action concerning the Budget Comparison Report for Head Start Nutrition FY 22 - 23 Grant H04, YTD October 1, 2022 through August 31, 2023.
7. Consider and take appropriate action concerning the Budget Comparison Report for Head Start Grant H05 FY 23-24, YTD June 1, 2023 through August 31, 2023.
8. Consider and take appropriate action concerning the Budget Comparison Report for Head Start Funding Grant 829, ARP and CRRSA, YTD June 1, 2021 through August 31, 2023.
9. Consider and take appropriate action concerning the Head Start Credit Card/Open Account Summary for August 2023.
10. Consider and take appropriate action concerning the request to post a formal solicitation for Head Start Cameras.
11. Consider and take appropriate action concerning the request to award a contract to Pictometry

International Corp. dba EagleView for the CVCOG 9-1-1 Program's Aerial Imagery project to benefit the Concho Valley. This project includes high-resolution ortho and oblique imagery for \$1,100,000, and an optional package for building outline capture and rooftop comparison. Total project expense not to exceed \$1,300,000, with the option to execute a second project within five (5) years, not to exceed an additional \$1,300,000. Total 5-year contract value not to exceed \$2,600,000.

12. Consider and take appropriate action concerning the CVCOG Credit Card Acceptance Policy.

13. Consider and take appropriate action giving the Executive Director authority to open a new bank account for Transit the use of credit card payments.

14. Consider and take appropriate action concerning a budget amendment authorizing the Executive Director to approve incentive pay for employees in an amount not to exceed \$750.

15. INFORMATION ITEMS AND REPORTS

- a. Presentation by Sarah Sorensen, Public Policy and Advocacy Manager, San Antonio Food Bank
- b. Review of the CVCOG Monthly Financials for August 2023 (Balance Sheet, Schedule of Revenue, and Cash Flow)
- c. CVCOG Head Start Director's Report
- d. Executive Director's Report – John Austin Stokes

16. Consideration of any other business.

17. ADJOURNMENT

The Concho Valley Council of Governments reserves the right to conduct an executive/closed session at any time during the course of this meeting to discuss any matter listed on the agenda posted for this meeting, as needed, pursuant to one or more authorized and applicable exceptions to an open meeting described in Chapter 551 of the Texas Government Code (the Texas Open Meeting Act), including but not limited to the following statutory exceptions: Texas Government Code Sections 551.071 and 551.129 (Consultation with Attorney), 551.072 (Deliberation Regarding Real Property), 551.073 (Deliberation Regarding Prospective Gift or Donation), 551.074 (Personnel Matters), 551.076 and 551.089 (Deliberation Regarding Security Devices or Security Audits), or 551.087 (Deliberation Regarding Economic Development Negotiations).

Posted in accordance with the Texas Government Code, Title V, Chapter 551, Section .053 this, 3rd day of November 2023.



John Austin Stokes, Executive Director



CONCHO VALLEY
COUNCIL OF GOVERNMENTS

EXECUTIVE COMMITTEE MEETING MINUTES
Wednesday, September 13, 2023

The Executive Committee of the Concho Valley Council of Governments met on Wednesday, September 13, 2023 at 5430 Link Rd., San Angelo, Texas 76904 and via Zoom Teleconference.

Members present were:

Jim O'Bryan, Chairman, Reagan County Judge
Brandon Corbin, Vice-Chairman, Menard County Judge
Molly Criner, Secretary, Irion County Judge
Hal Spain, Coke County Judge
David Dillard, Concho County Judge
Hal Rose, Kimble County Judge
Frank Tambunga, Crockett County Judge
Lucy Gonzales, COSA Council Member, District 4 via Zoom
Charlie Bradley, Schleicher County Judge
Lane Carter, Tom Green County Judge
Souli Shanklin, Edwards County Judge
Bill Dendle, San Angelo ISD Board Member
Sheree Hardin, Mason County Judge

Members absent were:

Jody Harris, Sutton County Judge
Deborah Horwood, Sterling City Judge
Frank Trull, McCulloch County Judge

BUSINESS

Chairman Judge Jim O'Bryan announced the presence of a quorum and called the meeting to order at 2:00 p.m.

Judge Charlie Bradley gave the invocation and led the Pledge of Allegiance.

There was no public comment.

APPROVAL of the Consent Agenda

- a. Judge David Dillard made a motion to approve the Meeting Minutes from August 9, 2023. Judge Hal Spain seconded the motion. No questions or discussion. The motion passed unanimously.
- b. Judge David Dillard made a motion to approve the Staff Travel report from July 2023. Judge Hal Spain seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of Checks

Brandon Sanders, Director of Finance, presented the checks in excess of \$2,000 written for July 2023. Judge Souli Shanklin made a motion to approve the checks as presented. Judge Hal Rose seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Budget Comparison for Head Start Nutrition Grant H04

Stephanie Hernandez, Assistant Director of Head Start, presented the Budget Comparison Report for Head Start Nutrition FY 22-23 Grant H04, YTD October 1, 2022 through July 31, 2023 for approval. Judge Charlie Bradley made a motion to approve Budget Comparison Report as presented. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Budget Comparison for Head Start Grant H03

Stephanie Hernandez, Assistant Director of Head Start, presented the Budget Comparison Report for Head Start FY 22-23 Grant H03, YTD June 1, 2022 through July 31, 2023 for approval. Judge Souli Shanklin made a motion to approve Budget Comparison Report as presented. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Budget Comparison for Head Start Grant H05

Stephanie Hernandez, Assistant Director of Head Start, presented the Budget Comparison Report for Head Start FY 23-24 Grant H05, YTD June 1, 2023 through July 31, 2023 for approval. Judge Frank Tambunga made a motion to approve Budget Comparison Report as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Budget Comparison for Head Start Funding Grant 829, ARP and CRRSA

Stephanie Hernandez, Assistant Director of Head Start, presented the Budget Comparison Report for Head Start Funding Grant 829, ARP and CRRSA FY 21-22 YTD June 1, 2021 through July 31, 2023 for approval. Judge Brandon Corbin made a motion to approve Budget Comparison Report as presented. Judge Lane Carter seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Head Start Credit Card/Open Account Summary Transactions

Stephanie Hernandez, Assistant Director of Head Start, presented the CVCOG Head Start Credit Card/Open Account Summary Transactions for the month of July 31, 2023 for approval. Judge Souli Shanklin made a motion to approve the summary of transactions as presented. Judge Charlie Bradley seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Head Start 22-23 Carryover Application Request

Stephanie Hernandez, Assistant Director of Head Start, presented the Head Start 22-23 Carryover Application Request for approval. Judge Molly Criner made a motion to approve the 22-23 Carryover Application Request as presented. Judge Frank Tambunga seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Head Start Corrective Action Plan - Safety Practices: 1302(b)(1)(ii)

Stephanie Hernandez, Assistant Director of Head Start, presented the Head Start Corrective Action Plan - Safety Practices: 1302(b)(1)(ii) for approval. Judge Souli Shanklin made a motion to approve the Corrective Action Plan - Safety Practices: 1302(b)(1)(ii) as presented. Judge Hal Spain seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Head Start 1302 Subpart D Health Program Services

Stephanie Hernandez, Assistant Director of Head Start, presented the Head Start 1302 Subpart D Health Program Services for approval. Judge Brandon Corbin made a motion to approve the Head Start 1302 Subpart D Health Program Services as presented. Judge Charlie Bradley seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the 9-1-1 Biennial Strategic Plan 2B Detailed Budget

Mason Wheeler presented the 9-1-1 Biennial Strategic Plan 2B Detailed Budget for approval. Judge Souli Shanklin made a motion to approve the 9-1-1 Biennial Strategic Plan 2B Detailed Budget as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the authorization for the Executive Director to enter into a contract with Intrado for Power911/Mapflex/Symantec licensing and equipment maintenance per HGAC Contract EC07-23. The renewal term is September 1, 2023 – August 31, 2025 for \$171,776.00

Mason Wheeler presented the request for authorization for the Executive Director to enter into a contract with Intrado for Power911/Mapflex/Symantec licensing and equipment maintenance per HGAC Contract EC07-

23 for approval. Judge Molly Criner made a motion to approve the request for authorization as presented. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the authorization for the Executive Director to enter into a contract for PowerMetrics/ECaTS software licensing with Intrado per HGAC Contract EC07-23. The renewal term is September 1, 2023 – August 31, 2025 for \$80,156.00

Mason Wheeler presented the request for authorization for the Executive Director to enter into a contract for PowerMetrics/ECaTS software licensing with Intrado per HGAC Contract EC07-23 for approval. Judge Frank Tambunga made a motion to approve the request for authorization as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the authorization for the Executive Director to enter into a contract for one-time TCC Provisioning with Intrado for \$20,863.64 for transition to VIPER7, new MPLS network, and routers/firewalls. Contract pricing per HGAC Contract EC07-23

Mason Wheeler presented the request authorization for the Executive Director to enter into a contract for one-time TCC Provisioning with Intrado for \$20,863.64 for transition to VIPER7, new MPLS network, and routers/firewalls for approval. Judge Hal Rose made a motion to approve the request for authorization as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Concho Valley 2023 Threat and Hazard Identification of Risk Assessment (THIRA)

Nicole Nixon presented the Concho Valley 2023 Threat and Hazard Identification of Risk Assessment (THIRA) for approval. Judge David Dillard made a motion to approve the Concho Valley 2023 Threat and Hazard Identification of Risk Assessment (THIRA) as presented. Judge Hal Spain seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Concho Valley 2023 Stakeholder Preparedness Review (SPR)

Nicole Nixon presented the Concho Valley 2023 Stakeholder Preparedness Review (SPR) for approval. Judge Souli Shanklin made a motion to approve the Concho Valley 2023 Stakeholder Preparedness Review (SPR) as presented. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the proposed revisions for the Procurement Policy

Jaylon Seales presented the proposed revisions for the Procurement Policy for approval. Judge Souli Shanklin made a motion to approve the proposed revisions for the Procurement Policy as presented. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the FY 23-24 General Assembly

Erin Hernandez, Assistant Executive Director, presented the FY 23-24 General Assembly date of October 11, 2023 for approval. Judge Hal Spain made a motion to approve the FY 23-24 General Assembly date of October 11, 2023 as presented. Judge Hal Rose seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the appointment of a nominating committee for the General Assembly & Executive Officers for FY 23-24

Erin Hernandez, Assistant Executive Director, presented the request the appointment of a nominating committee for the General Assembly & Executive Officers for FY 23-24 for approval. The nominations are as follows: Judge Jim O'Bryan, Judge Souli Shanklin, and Judge Charlie Bradley. Judge Hal Spain made a motion to approve the appointment of a nomination committee as presented. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL to accept TxDOT Grant 5310-2023-CVEDD-00063 in the amount of \$210,000 for Urban

Erin Hernandez, Assistant Executive Director, presented the request accept TxDOT Grant 5310-2023-CVEDD-00063 in the amount of \$210,000 for Urban for approval. Judge Molly Criner made a motion to approve accepting the TxDOT Grant as presented. Judge Charlie Bradley seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL to accept TxDOT Grant 5310-2023-CVEDD-00116 in the amount of \$59,422 for Rural

Erin Hernandez, Assistant Executive Director, presented the request accept TxDOT Grant 5310-2023-CVEDD-00116 in the amount of \$59,422 for Rural for approval. Judge Charlie Bradley made a motion to approve accepting the TxDOT Grant as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the CVTD/EDD MOU for 5310 services

Erin Hernandez, Assistant Executive Director, presented the CVTD/EDD MOU for 5310 services for approval. Judge Molly Criner made a motion to approve accepting the CVTD/EDD MOU for 5310 services as presented. Judge Charlie Bradley seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the CVEDD Title VI Plan for TxDOT

Erin Hernandez, Assistant Executive Director, presented the CVEDD Title VI Plan for TxDOT for approval. Judge Charlie Bradley made a motion to approve accepting the CVEDD Title VI Plan for TxDOT as presented. Judge Hal Spain seconded the motion. No questions or discussion. The motion passed unanimously.

Update from the Executive Director Evaluation Committee

Judge Brandon Corbin provided the update from the Executive Director Evaluation Committee. Judge Corbin stated that the committee met and found John Austin Stokes to be meeting or exceeding all expectations. It was also recommended that Mr. Stokes receives the 5.6% Cost of Living Allowance that was approved for the Concho Valley Council of Government's staff.

APPROVAL of the CVCOG FY 23-24 Proposed Annual Budgets

Brandon Sanders, Director of Finance, requested the approval for the following CVCOG FY 23-24 Proposed Annual Budgets:

a. **State Salary Comparability Schedule for FY 23-24**

Mr. Sanders advised the Executive Committee that the formulas on the original budget presented to the Budget Committee had incorrect formulas in the salary and fringe spreadsheet. The formulas were corrected and the revised budgets were given to the committee. Judge Brandon Corbin made a motion to accept the State Salary Comparability Schedule for FY 23-24, with the amendments as presented. Judge Souli Shanklin made a motion to approve Judge Corbin's motion for the amended budget. Judge Charlie Bradley seconded the motion. No questions or discussion. The motion passed unanimously.

b. **Employee Salary Schedule and Fringe Benefits for FY 23-24**

Mr. Sanders advised the Executive Committee that the formulas on the original budget presented to the Budget Committee had incorrect formulas in the salary and fringe spreadsheet. The formulas were corrected and the revised budgets were given to the committee. Judge Brandon Corbin made a motion to accept the State Salary Comparability Schedule for FY 23-24, with the amendments as presented. Judge Souli Shanklin made a motion to approve Judge Corbin's motion for the amended budget. Judge Charlie Bradley seconded the motion. No questions or discussion. The motion passed unanimously.

c. **Administrative Budgets for FY 23-24**

Mr. Sanders advised the Executive Committee that the formulas on the original budget presented to the Budget Committee had incorrect formulas in the salary and fringe spreadsheet. The formulas were corrected and the revised budgets were given to the committee. Judge Brandon Corbin made

a motion to accept the State Salary Comparability Schedule for FY 23-24, with the amendments as presented. Judge Souli Shanklin made a motion to approve Judge Corbin's motion for the amended budget. Judge Charlie Bradley seconded the motion. No questions or discussion. The motion passed unanimously.

d. **Executive Director's Salary**

Judge Hal Spain made a motion to approve the Executive Director's Salary as presented. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

Discussion of the Concho Valley Regional Assistance Corporation

Presentation and Review of the Concho Valley Regional Approach to Broadband Community Letter by CobbFendley

INFORMATION ITEMS & REPORTS

- a. Procurement Report – Jaylon Seales provided the following procurement informational items:
 - Sought approval from the Directors to make a few Procurement Policy revisions
 - Notified the Directors of the upcoming solicitation for Public/Safety/9-1-1 program
 - Different solicitations are going out in the coming weeks, and Procurement hopes to have a contractor for board approval in November
- b. Brandon Sanders, Director of Finance, gave the report of the CVCOG Monthly Financials for July 2023. He gave an overview of the balance sheet, schedule of revenue and cash flow.
- c. Stephanie Hernandez, Assistant Director of Head Start, gave a report on the operations, enrollment and disability numbers, and state of the Head Start and Early Head Start Centers for the month of July 2023.
- d. John Austin Stokes, Executive Director, informed the Executive Committee members of a few informational items.

ADJOURNMENT

There being no further items to discuss, Judge made a motion to adjourn the meeting. Judge seconded the motion. Judge Jim O'Bryan, Chairman, adjourned the meeting at 3:28 p.m.

Duly adopted at a meeting of the Executive Committee of the Concho Valley Council of Governments on this 8th day of November 2023.

Judge Jim O'Bryan - Chairman

Judge Brandon Corbin, Vice-Chairman

Concho Valley Council of Governments
Travel Report
For the month of August 2023

Employee Name	Program	Nature of Travel	Destination	Dates	Estimated Cost	Travel Advances
Frakes, Lynda	Network	West TX Devt Office Public Mtg	Midland, TX	8/16/2023	\$40.73	
					\$40.73	\$0.00
					<u>\$40.73</u>	<u>\$0.00</u>

CVCOG
Check/Voucher Register
From 8/1/2023 Through 8/31/2023

Docum... Number	Document Date	Name	Transaction Description	Document Amount
1032	8/28/2023	CB Angelo RO Express	300 GPD RO System, 14 gallon tank, and faucet installation a	2,289.00
1033	8/28/2023	CB AppGeo	MapGeo Subscription Year 5 of 5 07/01/23-06/30/24 ~ CBG2	6,000.00
1034	8/28/2023	CB Ashworth College	Day EHS payment of tuition and fees for Head Start teacher T	2,099.00
1052	8/28/2023	CB Concho Valley Electric Cooperative, Inc.	Electric srv Link Rd & light poles, Christoval Rd Shop 06/20	3,987.29
1064	8/28/2023	CB Frontier Communications	911 Selective Routing 06/19/23 - 07/18/23 ~ CBG	6,521.58
1102	8/28/2023	CB Teaching Strategies	Head Start purchase of GOLD online assessment portfolios, le	2,520.00
194255	8/1/2023	BANK & TRUST	Health Savings Act for payroll 7/31/2023	4,954.65
194257	8/1/2023	CITY OF ELDORADO	Solid Waste Pass Through Grant	19,317.80
194259	8/1/2023	CITY OF MENARD	Solid Waste Pass Through Grant	9,878.07
194265	8/1/2023	NATIONWIDE RETIREMENT SOLUTIONS	Nationwide Check for NACO & Roth 457B payroll 7/31/2023	3,560.00
194268	8/1/2023	Sysco West Texas	Day HS/EHS purchase of nutrition items for children and kitc	2,046.67
194269	8/1/2023	TML INTERGOVERNMENTAL RISK POOL	July 2023 CVCOG Quarterly Insurance	32,571.75
194270	8/1/2023	TOM GREEN COUNTY	Solid Waste Pass Through Grant	51,000.00
194271	8/1/2023	TXU ENERGY RETAIL COMPANY LLC	Electricity usage for Head Start sites: service range 05/15/	7,004.49
194287	8/8/2023	CVCOG TRANSIT DISTRICT	AAA Urban Trips 04/23	4,567.50
	8/8/2023	CVCOG TRANSIT DISTRICT	Head Start maintenance work for Day and Rio Vista sites - Ju	6,987.50
	8/8/2023	CVCOG TRANSIT DISTRICT	AAA Urban Trips 06/23	3,795.00
	8/8/2023	CVCOG TRANSIT DISTRICT	AAA Urban Trips 05/23	4,012.50
194311	8/8/2023	SNIDER TECHNOLOGY SERVICES, LLC	Office 365 and Microsoft Exchange transition services for th	2,536.80
194313	8/8/2023	Sysco West Texas	Eden HS purchase of nutrition items for children and kitchen	3,267.18
	8/8/2023	Sysco West Texas	Rio Vista HS/EHS purchase of nutrition items for children an	2,238.09
	8/8/2023	Sysco West Texas	Menard HS/EHS purchase of nutrition items for children and k	2,275.50
194323	8/15/2023	AFLAC	J5711 Employees Premium 07-01/23-07/31/23	8,405.96
194325	8/15/2023	BANK & TRUST	Health Savings Act for payroll 8/15/2023	4,771.07
194326	8/15/2023	BLUE CROSS AND BLUE SHIELD OF TEXAS	029143 CVCOG Group Health Ins 08/01/23-08/31/23	167,946.13
194328	8/15/2023	CITY OF BRADY	Congregate Meals Brady 07-23	2,465.86
	8/15/2023	CITY OF BRADY	HDM Meals Brady 07-23	7,620.25
194329	8/15/2023	CITY OF SAN ANGELO AGING PROGRAM	Congregate Meals COSA 07-23	23,024.27
194331	8/15/2023	CITY OF SONORA	HDM SONORA 07-23	9,731.72
194333	8/15/2023	CTWP	HS Copier Lease July 2023 - 06/28/23 to 07/27/23	2,033.48
194334	8/15/2023	CVCOG TRANSIT DISTRICT	AAA Urban Trips 07/23 billing period 07/01/23-07/31/23	4,410.00
194339	8/15/2023	GEO-COMM, INC	Software support services to build and maintain data for 9-1	8,545.50
194341	8/15/2023	HELPING HANDS FOR THE ELDERLY, INC.	HDM Meals HH 07-23	2,750.58
194342	8/15/2023	INTERNAL REVENUE SERVICE	Penalty fee for filing 2021 return late	10,500.00
194343	8/15/2023	KIMBLE COUNTY SCBA	Congregate Meals KMOV 07-23	3,611.88
194345	8/15/2023	LAKESHORE LEARNING MATERIALS	Day HS purchase of dough assortment sets, storage bins, adju	2,606.41
194350	8/15/2023	MENARD COUNTY	HDM Meals Menard 07-23	3,749.69
194352	8/15/2023	NATIONWIDE RETIREMENT SOLUTIONS	Nationwide Check for NACO & Roth 457B payroll 8/15/2023	3,560.00
194357	8/15/2023	Sysco West Texas	Ozona HS purchase of nutrition items for children and kitche	2,429.29

CVCOG
 Check/Voucher Register
 From 8/1/2023 Through 8/31/2023

Docum... Number	Document Date	Name	Transaction Description	Document Amount
	8/15/2023	Sysco West Texas	Day HS/EHS purchase of nutrition items for children and kitc	3,759.82
194362	8/15/2023	WEST TEXAS FIRE EXTINGUISHER INC	Head Start staff fire protection (basic) training	2,875.00
194363	8/16/2023	WESTERN STATES COMMUNICATIONS, INC.	Purchase and installation of the new 9PXM UPS'	243,827.70
194370	8/22/2023	CHRISTOVAL ISD	Christoval HS Early Childhood Teacher salary for August 2023	2,300.00
194373	8/22/2023	TEXAS DEPARTMENT OF INFORMATION RESOURCES	911 Cstmr Code PA30000TSD ESINet AVPN Managed Circuits and M	29,075.04
194381	8/22/2023	SCHLEICHER COUNTY ISD	Eldorado HS Early Childhood Teacher for Head Start Program A	2,000.00
194384	8/22/2023	Sysco West Texas	Rio Vista HS/EHS purchase of nutrition items for children an	2,539.57
194388	8/29/2023	AMERICAN UNITED LIFE INSURANCE COMPANY	G 00620509 Employees Life Premium 08/01/23-08/31/23	8,626.42
194389	8/29/2023	AMERITAS LIFE INSURANCE CORP	010-028641-00001 Employees Premium 07/01/23-07/31/23	8,991.84
194391	8/29/2023	BANK & TRUST	Health Savings Act for payroll 8/31/2023	4,701.30
194394	8/29/2023	COKE COUNTY	HDM Meals Coke 07-23	3,663.90
194404	8/29/2023	MASON COUNTY	Congregate Meals MASON 07-23	3,664.48
	8/29/2023	MASON COUNTY	HDM MASON 07-23	7,515.12
194405	8/29/2023	NATIONWIDE RETIREMENT SOLUTIONS	NACO & Roth 457B payroll 8/31/2023	3,310.00
194408	8/29/2023	Sysco West Texas	Day HS/EHS purchase of nutrition items for children and kitc	3,093.24
	8/29/2023	Sysco West Texas	Rio Vista HS/EHS purchase of nutrition items for children an	3,815.57
194409	8/29/2023	TOM GREEN COUNTY	Solid Waste Pass Through Grant	9,000.00
Report Total				794,351.46

CVCOG

Summary Budget Comparison - DIR-Grant H04, Head Start Nutrition 22-23
From 10/1/2022 Through 8/31/2023

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used
H04	Grant H04, CACFP Head Start Nutrition FY 22-23				
004	Revenue				
4203000	CACFP Prior Year CFDA 10.558	18,773.45	18,773.45	0.00	100.00%
4221000	CACFP Nutrition CFDA 10.558	844,459.92	486,676.37	(357,783.55)	57.63%
Total 004	Revenue	863,233.37	505,449.82	(357,783.55)	58.55%
407	Head Start Nutrition				
5110000	General Wages	45,177.55	23,922.73	21,254.82	52.95%
5151000	Medicare Tax	655.08	261.87	393.21	39.97%
5172000	Workers Comp Insurance	986.79	561.41	425.38	56.89%
5173000	SUTA	18.14	18.35	(0.21)	101.15%
5174000	Health Insurance Benefit	19,163.41	9,411.77	9,751.64	49.11%
5175000	Dental Insurance Benefit	741.12	343.69	397.43	46.37%
5176000	Life Insurance Benefit	357.81	159.88	197.93	44.68%
5177000	HSA Insurance Benefit	1,961.00	468.84	1,492.16	23.90%
5181000	Retirement	5,024.88	2,688.49	2,336.39	53.50%
5199000	Indirect Allocation	4,604.62	2,336.63	2,267.99	50.74%
5291000	Contract Services	16,663.25	8,855.95	7,807.30	53.14%
5295000	HS Nutrition Service	654,943.53	371,477.68	283,465.85	56.71%
5513000	HS Food Serv Sup	112,736.19	99,973.49	12,762.70	88.67%
5753000	Dues and fees	200.00	19.36	180.64	9.68%
Total 407	Head Start Nutrition	(863,233.37)	(520,500.14)	342,733.23	60.30%
Report Difference		0.00	(15,050.32)	(15,050.32)	100.00%

CVCOG

Summary Budget Comparison - DIR-Grant H05, Head Start FY 23-24

From 6/1/2023 Through 8/31/2023

Account Code	Account Title	YTD Budget \$ -		YTD Budget \$ Variance - Original	Percent Total Budget Used
		Original	YTD Actual		
H05	HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05				
004	Revenue				
4173000	HHS-ACF Head Start CFDA 93.600	6,704,272.00	1,591,545.70	(5,112,726.30)	23.73%
4411000	IK Contributions	1,676,068.00	125,157.55	(1,550,910.45)	7.46%
4523000	Local Revenue	623.33	623.33	-	100.00%
5762000	Postage/freight	-	25.05	(25.05)	100.00%
Total 004	Revenue	8,380,963.33	1,717,301.53	(6,663,661.80)	20.49%
400	Head Start CAN NO 9-G064122				
5110000	General Wages	2,265,026.98	572,600.43	1,692,426.55	25.28%
5118000	General Overtime Hours	-	11.63	(11.63)	100.00%
5150000	Vacation Time Allocation	26,228.64	6,376.17	19,852.47	24.30%
5151000	Medicare Tax	32,461.40	7,949.46	24,511.94	24.48%
5172000	Workers Comp Insurance	17,636.61	3,811.03	13,825.58	21.60%
5173000	SUTA	1,414.46	39.23	1,375.23	2.77%
5174000	Health Insurance Benefit	660,618.10	165,870.08	494,748.02	25.10%
5175000	Dental Insurance Benefit	25,746.75	6,127.82	19,618.93	23.80%
5176000	Life Insurance Benefit	15,927.64	4,169.88	11,757.76	26.18%
5177000	HSA Insurance Benefit	79,592.54	6,753.03	72,839.51	8.48%
5181000	Retirement	242,676.95	62,071.24	180,605.71	25.57%
5199000	Indirect Allocation	208,774.47	51,818.35	156,956.12	24.82%
5200000	Employee Health and Welfare	9,611.20	-	9,611.20	0.00%
5206000	HR Service Center	128,992.17	39,167.05	89,825.12	30.36%
5207000	Procurement Service Center	40,535.43	11,407.99	29,127.44	28.14%
5208000	Information Technology Service Center	64,545.00	14,939.89	49,605.11	23.14%
5291000	Contract Services	43,000.00	13,757.50	29,242.50	31.99%
5293000	HS Health & Disab Svc	2,322.03	-	2,322.03	0.00%
5294000	HS Policy Council	1,053.67	-	1,053.67	0.00%
5295000	HS Nutrition Service	3,999.01	-	3,999.01	0.00%
5296000	HS Parent Service	2,345.27	308.76	2,036.51	13.16%
5309000	Travel-In Region	3,684.07	440.79	3,243.28	11.96%
5351000	Fuel	960.00	216.99	743.01	22.60%
5361000	Vehicle Maintenance	200.00	18.00	182.00	9.00%
5413000	HS Site Rent	80,185.90	4,190.00	75,995.90	5.22%
5433000	HS Site Center Utilities	64,884.07	12,476.53	52,407.54	19.22%
5451000	Facility Allocation	92,562.39	10,613.28	81,949.11	11.46%
5453000	HS Site Center Bldg Maint	61,675.98	18,225.85	43,450.13	29.55%
5506000	Janitorial and Facility Supplies	39,615.28	-	39,615.28	0.00%
5509000	HS Delegate Supplies	97,916.44	-	97,916.44	0.00%
5510000	Supplies	17,411.70	7,770.80	9,640.90	44.62%
5512000	HS Class Room Supplies	54,345.08	8,425.85	45,919.23	15.50%
5514000	HS Medical Supplies	6,037.29	1,166.25	4,871.04	19.31%

CVCOG

Summary Budget Comparison - DIR-Grant H05, Head Start FY 23-24
From 6/1/2023 Through 8/31/2023

Account Code	Account Title	YTD Budget \$ -		YTD Budget \$ Variance - Original	Percent Total Budget Used
		Original	YTD Actual		
5515000	HS Disability Supplies	4,489.27	-	4,489.27	0.00%
5518000	HS Diapers and Wipes	9,012.16	1,091.68	7,920.48	12.11%
5622000	Internal Computer/Software	16,109.75	14,456.11	1,653.64	89.73%
5632000	Copier	28,424.29	4,793.71	23,630.58	16.86%
5711000	Insurance	9,496.42	1,788.14	7,708.28	18.82%
5721000	Printing	1,548.02	1,362.91	185.11	88.04%
5722000	Ads & Promotions	1,935.03	-	1,935.03	0.00%
5753000	Dues and fees	2,082.01	441.50	1,640.51	21.20%
5760000	HS Site Center Communications	11,845.00	4,517.36	7,327.64	38.13%
5762000	Postage/freight	1,161.02	284.40	876.62	24.49%
5791000	Other	27,546.90	-	27,546.90	0.00%
5796000	Safety	1,818.61	394.89	1,423.72	21.71%
Total 400	Head Start CAN NO 9-G064122	(4,507,455.00)	(1,059,854.58)	3,447,600.42	23.51%
401	Early Head Start CAN NO 9-G064122				
5110000	General Wages	1,154,183.01	298,722.20	855,460.81	25.88%
5118000	General Overtime Hours	-	6.81	(6.81)	100.00%
5119000	Holiday Work Time	-	759.60	(759.60)	100.00%
5150000	Vacation Time Allocation	13,220.16	1,125.70	12,094.46	8.51%
5151000	Medicare Tax	17,117.14	4,190.69	12,926.45	24.48%
5172000	Workers Comp Insurance	8,346.02	1,752.64	6,593.38	20.99%
5173000	SUTA	754.24	23.55	730.69	3.12%
5174000	Health Insurance Benefit	365,098.96	86,917.61	278,181.35	23.80%
5175000	Dental Insurance Benefit	14,229.27	3,203.27	11,026.00	22.51%
5176000	Life Insurance Benefit	8,598.92	2,101.77	6,497.15	24.44%
5177000	HSA Insurance Benefit	43,987.83	4,579.72	39,408.11	10.41%
5181000	Retirement	127,965.41	32,464.58	95,500.83	25.36%
5199000	Indirect Allocation	108,759.09	27,022.46	81,736.63	24.84%
5200000	Employee Health and Welfare	1,439.40	-	1,439.40	0.00%
5206000	HR Service Center	57,471.27	11,699.26	45,772.01	20.35%
5207000	Procurement Service Center	11,835.16	3,407.58	8,427.58	28.79%
5208000	Information Technology Service Center	28,757.43	4,462.57	24,294.86	15.51%
5291000	Contract Services	3,877.97	-	3,877.97	0.00%
5293000	HS Health & Disab Svc	677.97	-	677.97	0.00%
5294000	HS Policy Council	130.03	-	130.03	0.00%
5295000	HS Nutrition Service	225.99	-	225.99	0.00%
5296000	HS Parent Service	289.43	36.47	252.96	12.60%
5309000	Travel-In Region	1,255.93	103.74	1,152.19	8.26%
5351000	Fuel	100.00	40.59	59.41	40.59%
5413000	HS Site Rent	35,570.10	320.00	35,250.10	0.89%
5433000	HS Site Center Utilities	27,530.79	3,177.29	24,353.50	11.54%

CVCOG

Summary Budget Comparison - DIR-Grant H05, Head Start FY 23-24

From 6/1/2023 Through 8/31/2023

Account Code	Account Title	YTD Budget \$ -		YTD Budget \$ Variance - Original	Percent Total Budget Used
		Original	YTD Actual		
5451000	Facility Allocation	-	2,653.32	(2,653.32)	100.00%
5453000	HS Site Center Bldg Maint	18,871.91	6,317.70	12,554.21	33.47%
5506000	Janitorial and Facility Supplies	11,566.51	-	11,566.51	0.00%
5509000	HS Delegate Supplies	4,363.72	-	4,363.72	0.00%
5510000	Supplies	7,757.62	1,832.26	5,925.36	23.61%
5512000	HS Class Room Supplies	9,541.47	1,789.30	7,752.17	18.75%
5514000	HS Medical Supplies	1,762.71	340.50	1,422.21	19.31%
5515000	HS Disability Supplies	1,310.73	-	1,310.73	0.00%
5518000	HS Diapers and Wipes	8,956.99	212.15	8,744.84	2.36%
5622000	Internal Computer/Software	4,703.58	4,245.88	457.70	90.26%
5632000	Copier	3,375.71	897.66	2,478.05	26.59%
5711000	Insurance	1,965.62	356.59	1,609.03	18.14%
5721000	Printing	1,201.98	665.17	536.81	55.33%
5722000	Ads & Promotions	564.97	-	564.97	0.00%
5753000	Dues and fees	617.99	29.66	588.33	4.79%
5760000	HS Site Center Communications	2,243.60	1,016.81	1,226.79	45.32%
5762000	Postage/freight	288.98	-	288.98	0.00%
5796000	Safety	619.39	173.32	446.07	27.98%
Total 401	Early Head Start CAN NO 9-G064122	(2,111,135.00)	(506,648.42)	1,604,486.58	24.00%
402	Head Start T&TA CAN NO 9-G064120				
5308000	Head Start T & T A	56,824.00	9,931.50	46,892.50	17.47%
Total 402	Head Start T&TA CAN NO 9-G064120	(56,824.00)	(9,931.50)	46,892.50	17.48%
403	Early Head Start T&TA CAN NO 9-G064121				
5308000	Head Start T & T A	28,858.00	15,086.15	13,771.85	52.27%
Total 403	Early Head Start T&TA CAN NO 9-G064121	(28,858.00)	(15,086.15)	13,771.85	52.28%
409	Head Start InKind				
6791000	InKind Other	1,676,068.00	125,157.55	1,550,910.45	7.46%
Total 409	Head Start InKind	(1,676,068.00)	(125,157.55)	1,550,910.45	7.47%
997	Non Project				
5453000	HS Site Center Bldg Maint	623.33	623.33	-	100.00%
Total 997	Non Project	(623.33)	(623.33)	-	100.00%

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Summary Budget Comparison - DIR-Grant H05, Head Start FY 23-24

From 6/1/2023 Through 8/31/2023

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used
	Total Expenditures	(8,380,963.33)	(1,717,301.53)	6,663,661.80	
	Total Revenue Over Expenditures	-	-	-	
	Head Start (Project 400, 402)	(4,564,279.00)	(1,069,786.08)	3,494,492.92	
	Early Head Start (Project 401, 403)	(2,139,993.00)	(521,734.57)	1,618,258.43	
	Total Federal	(6,704,272.00)	(1,591,520.65)	5,112,751.35	
	Total Non-Federal, includes any Local Funds	(1,676,691.33)	(125,780.88)	1,550,910.45	
	Grand Total HHS Head Start Expenditures	(8,380,963.33)	(1,717,301.53)	6,663,661.80	
	CVCOG Head Start Admin	48,214.29			
	CVCOG Administrative Indirect	78,840.81			
	Total Administrative	127,055.10			
	Administrative Percentage of Approved Budget				7.40% Note: Administrative Maximum Percentage is 15%
	Non-Federal Percentage of Total Expenditures				7.32% Note: match of 20%

CVCOG

Summary Budget Comparison - DIR-Grant 829, ARP and CRRSA Head Start Funding
From 6/1/2021 Through 8/31/2023

Account Code	Account Title	YTD Budget \$ -		YTD Budget \$ Variance - Original	Percent Total Budget Used
		Original	YTD Actual		
829	HHS-ACF Grant 829, Head Start FY 21-22 06CH010970				
004	Revenue				
4170000	HHS-ACF Head Start ARP 06HE001000 C6	676,023.00	597,381.56	(78,641.44)	88.36%
4172000	HHS-ACF Head Start CRRSA 06HE001000 C5	170,048.00	170,048.00	0.00	100.00%
4523000	Local Revenue	8,405.34	10,254.78	1,849.44	122.00%
4711000	Sale of Equipment	11,949.79	11,949.79	0.00	100.00%
Total 004	Revenue	866,426.13	789,634.13	(76,792.00)	91.14%
404	Head Start CRRSA CAN 9-G064122				
5174000	Health Insurance Benefit	31,556.97	31,556.97	0.00	100.00%
5199000	Indirect Allocation	1,953.36	1,953.36	0.00	100.00%
5512000	HS Class Room Supplies	1,393.44	1,393.44	0.00	100.00%
5622000	Internal Computer/Software	115,276.43	115,276.43	0.00	100.00%
5734000	HS Capital Playground	1,826.87	1,826.87	0.00	100.00%
Total 404	Head Start CRRSA CAN 9-G064122	(152,007.07)	(152,007.07)	0.00	100.00%
405	Early Head Start CRRSA CAN 9-G064122				
5174000	Health Insurance Benefit	16,989.30	16,989.30	0.00	100.00%
5199000	Indirect Allocation	1,051.63	1,051.63	0.00	100.00%
Total 405	Early Head Start CRRSA CAN 9-G064122	(18,040.93)	(18,040.93)	0.00	100.00%
406	Early Head Start Conversion ARP CAN 9-G064122				
5453000	HS Site Center Bldg Maint	12,317.16	12,317.16	0.00	100.00%
5510000	Supplies	1,758.88	1,758.88	0.00	100.00%
5512000	HS Class Room Supplies	20,919.00	20,919.00	0.00	100.00%
5622000	Internal Computer/Software	2,248.44	2,248.44	0.00	100.00%
5734000	HS Capital Playground	15,672.77	15,672.77	0.00	100.00%
Total 406	Early Head Start Conversion ARP CAN 9-G064122	(52,916.25)	(52,916.25)	0.00	100.00%
410	Head Start ARP CAN NO 9-G064122				
5110000	General Wages	34,213.00	34,213.00	0.00	100.00%
5151000	Medicare Tax	496.09	496.09	0.00	100.00%
5172000	Workers Comp Insurance	270.86	270.86	0.00	100.00%
5174000	Health Insurance Benefit	94,551.72	86,983.65	7,568.07	91.99%
5177000	HSA Insurance Benefit	3,502.19	3,275.87	226.32	93.53%
5181000	Retirement	4,095.25	4,095.25	0.00	100.00%
5199000	Indirect Allocation	8,216.80	7,983.36	233.44	97.15%
5200000	Employee Health and Welfare	1,997.55	1,997.55	0.00	100.00%
5207000	Procurement Service Center	472.04	472.04	0.00	100.00%
5308000	Head Start T & T A	186.25	186.25	0.00	100.00%
5451000	Facility Allocation	9,976.99	9,976.99	0.00	100.00%
5453000	HS Site Center Bldg Maint	51,406.07	45,566.35	5,839.72	88.64%
5510000	Supplies	26,326.58	12,025.29	14,301.29	45.67%

CVCOG

Summary Budget Comparison - DIR-Grant 829, ARP and CRRSA Head Start Funding
From 6/1/2021 Through 8/31/2023

Account Code	Account Title	YTD Budget \$ -		YTD Budget \$	Percent Total
		Original	YTD Actual	Variance - Original	Budget Used
5512000	HS Class Room Supplies	57,799.02	52,676.89	5,122.13	91.13%
5514000	HS Medical Supplies	1,665.86	1,665.86	0.00	100.00%
5518000	HS Diapers and Wipes	300.00	0.00	300.00	0.00%
5622000	Internal Computer/Software	43,701.21	38,681.61	5,019.60	88.51%
5623000	Internal Capital Equipment	53,422.21	53,422.21	0.00	100.00%
5734000	HS Capital Playground	77,575.04	40,162.90	37,412.14	51.77%
5753000	Dues and fees	106.97	106.97	0.00	100.00%
5754000	Vehicle Registration	0.00	35.50	(35.50)	100.00%
Total 410	Head Start ARP CAN NO 9-G064122	(470,281.70)	(394,294.49)	75,987.21	83.84%
411	Early Head Start ARP CAN NO 9-G064122				
5110000	General Wages	18,787.00	18,787.00	0.00	100.00%
5151000	Medicare Tax	272.41	272.41	0.00	100.00%
5172000	Workers Comp Insurance	117.93	117.93	0.00	100.00%
5174000	Health Insurance Benefit	43,050.99	42,867.72	183.27	99.57%
5177000	HSA Insurance Benefit	2,461.51	2,298.60	162.91	93.38%
5181000	Retirement	2,248.85	2,248.85	0.00	100.00%
5199000	Indirect Allocation	4,175.87	4,085.30	90.57	97.83%
5200000	Employee Health and Welfare	143.55	143.55	0.00	100.00%
5207000	Procurement Service Center	140.99	140.99	0.00	100.00%
5308000	Head Start T & T A	69.75	69.75	0.00	100.00%
5451000	Facility Allocation	2,399.04	2,399.04	0.00	100.00%
5453000	HS Site Center Bldg Maint	16,839.58	16,838.86	0.72	99.99%
5510000	Supplies	1,278.47	1,261.71	16.76	98.68%
5512000	HS Class Room Supplies	17,931.16	17,931.16	0.00	100.00%
5514000	HS Medical Supplies	479.14	479.14	0.00	100.00%
5622000	Internal Computer/Software	7,305.92	7,305.92	0.00	100.00%
5734000	HS Capital Playground	32,895.65	32,895.65	0.00	100.00%
5753000	Dues and fees	27.24	27.24	0.00	100.00%
Total 411	Early Head Start ARP CAN NO 9-G064122	(150,625.05)	(150,170.82)	454.23	99.70%
997	Non Project				
5200000	Employee Health and Welfare	2,367.01	2,367.01	0.00	100.00%
5510000	Supplies	840.00	760.94	79.06	90.58%
5512000	HS Class Room Supplies	7,378.33	7,125.34	252.99	96.57%
5623000	Internal Capital Equipment	11,949.79	11,949.79	0.00	100.00%
5753000	Dues and fees	20.00	1.49	18.51	7.45%
Total 997	Non Project	(22,555.13)	(22,204.57)	350.56	98.44%
Report Difference		0.00	0.00	0.00	0.00%

**Head Start Credit Card/Open Account Transactions Summary
(Detail Attached)**

Head Start Transactions	August, 2023
Citibank P-Card	25,903.23
Dean's Dairy	4,967.79
First Financial Credit Card	185.48
Lowes Pay and Save	555.86
Sysco Food Services	33,539.64
West Texas Fire Extinguisher	1,194.51
	<hr/>
	\$ 66,346.51
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CVCOG
Vendor Activity - Head Start Citibank P-Card
829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5453000	HS Site Center Bldg Maint	8/16/2023	084561	Day HS and Rio Vista HS - locks, sand tools, glue, school boxes, balls and accessories, garden hoses and accessories, and D-Con CB HS2	319.44
5453000	HS Site Center Bldg Maint	8/16/2023	1654023	Day HS and Rio Vista HS purchase of 4-way sillcock keys (4) CB HS2	16.70
5453000	HS Site Center Bldg Maint	8/17/2023	030778	Day HS and Rio Vista HS purchase of hose accessories and planter CB HS2	172.38
5453000	HS Site Center Bldg Maint	8/17/2023	080908	Day HS credit for returned HoseHide hose accessory CB HS2	(25.50)
5510000	Supplies	7/28/2023	1135294911	Rio Vista HS purchase of outdoor storage shed CBG2	3,379.98
5510000	Supplies	8/31/2023	043179	Head Start purchase of gel pens, highlighters, markers, dividers, planners, and binders for all sites CB HS2	300.42
5512000	HS Class Room Supplies	7/26/2023	W0274116-0101	Eldorado HS purchase of laminator CBG2	1,499.95
5512000	HS Class Room Supplies	8/15/2023	060095	Eldorado HS purchase of vacuum and Day HS and Rio Vista HS purchase of balls, pumps, hose, and shoe boxes CB HS2	593.85
5512000	HS Class Room Supplies	8/16/2023	084561	Day HS and Rio Vista HS - locks, sand tools, glue, school boxes, balls and accessories, garden hoses and accessories, and D-Con CB HS2	119.39
5512000	HS Class Room Supplies	8/17/2023	022042	Day HS, Menard HS/EHS, and Eden HS - nutrition items, food service supplies, and classroom supplies CB HS	137.68
5734000	HS Capital Playground	8/16/2023	084561	Day HS and Rio Vista HS - locks, sand tools, glue, school boxes, balls and accessories, garden hoses and accessories, and D-Con CB HS2	136.20

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Vendor Activity - Head Start Citibank P-Card
829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5753000	Dues and fees	7/20/2023	16N8317226	Rio Vista HS/EHS purchase of ServSafe Texas Food Handler online course and exam CB HS	0.99
5753000	Dues and fees	8/11/2023	090003	Christoval Head Start purchase of nutrition items for children CB HS2	0.50
					6,651.98
Total 829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970					6,651.98

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 Vendor Activity - Head Start Citibank P-Card
 H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04
 From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5512000	HS Class Room Supplies	8/14/2023	3069750-8921829 CM	Rio Vista HS/EHS credit for unsatisfactory items (16 backpacks) JL CB	(96.00)
				Total H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04	<u>(96.00)</u>

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Vendor Activity - Head Start Citibank P-Card
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	8/11/2023	014207	Rio Vista EHS purchase of baby foods CB HS2	235.16
5295000	HS Nutrition Service	8/11/2023	051233	Rio Vista EHS purchase of nutrition items - baby foods and formula CB HS2	213.60
5295000	HS Nutrition Service	8/11/2023	090003	Christoval Head Start purchase of nutrition items for children CB HS2	179.68
5295000	HS Nutrition Service	8/15/2023	065435	Rio Vista EHS purchase of baby foods CB HS2	168.66
5295000	HS Nutrition Service	8/16/2023	083215	Christoval HS purchase of nutrition items CB HS2	13.14
5295000	HS Nutrition Service	8/17/2023	022042	Day HS, Menard HS/EHS, and Eden HS - nutrition items, food service supplies, and classroom supplies CB HS	69.54
5295000	HS Nutrition Service	8/17/2023	056731	Day HS/EHS purchase of milk for children and Igloo coolers CB HS	23.16
5295000	HS Nutrition Service	8/21/2023	016468	Day Head Start purchase of nutrition items for children CB HS2	14.64
5295000	HS Nutrition Service	8/24/2023	035872	Day HS purchase of nutrition items for children CB HS	63.18
5295000	HS Nutrition Service	8/25/2023	16N8397856	Day HS/EHS purchase of ServSafe Texas Food Handler online course for Y.S. CB HS2	15.00
5295000	HS Nutrition Service	8/25/2023	8640249	Rio Vista HS/EHS purchase of ServSafe Texas Food Handler online course for M.C. CB HS	15.00
5295000	HS Nutrition Service	8/25/2023	8640357	Day HS/EHS purchase of ServSafe Texas Food Handler online course for I.P. CB HS	15.00
5295000	HS Nutrition Service	8/28/2023	009538	Day EHS purchase of bottles, nipples, formula, oatmeal and Cream of Wheat CB HS2	524.28
5295000	HS Nutrition Service	8/29/2023	034127	Christoval HS purchase of nutrition items CB HS2	100.79

CVCOG
Vendor Activity - Head Start Citibank P-Card
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5513000	HS Food Serv Sup	8/8/2023	053020	Ozona HS purchase of pitchers, teaspoons, bottles, peeler, collander, canisters, griddle, and baking supplies CB HS2	174.17
5513000	HS Food Serv Sup	8/8/2023	094123	Eden HS, Menard HS/EHS, Rio Vista HS/EHS, Day HS/EHS, and office purchase of kitchen items, clocks, and vacuum CB HS2	110.58
5513000	HS Food Serv Sup	8/8/2023	WM42893204	Rio Vista HS/EHS purchase of large kitchen mats CBG2	104.46
5513000	HS Food Serv Sup	8/14/2023	2000110-05039581	Day HS/EHS purchase of clear storage bins w/ lids CBG2	37.11
5513000	HS Food Serv Sup	8/14/2023	919389071	Ozona HS purchase of refrigerator CBG2	639.00
5513000	HS Food Serv Sup	8/15/2023	094920	Day HS/EHS and Menard HS/EHS purchase of napkins, plastic wrap, and foil sheets CB HS2	169.81
5513000	HS Food Serv Sup	8/17/2023	022042	Day HS, Menard HS/EHS, and Eden HS - nutrition items, food service supplies, and classroom supplies CB HS	195.83
5513000	HS Food Serv Sup	8/17/2023	056731	Day HS/EHS purchase of milk for children and Igloo coolers CB HS	33.94
5513000	HS Food Serv Sup	8/17/2023	059991	Day HS/EHS and Rio Vista HS/EHS purchase of kitchen supplies - 3 Igloo coolers CB HS	50.91
5513000	HS Food Serv Sup	8/21/2023	099953	Day HS/EHS purchase of food service supplies - spoons and forks CB HS2	27.56
5513000	HS Food Serv Sup	8/24/2023	151338	Day HS/EHS and Rio Vista HS/EHS purchase of pans, basting spoons, pastry brushes, and ice scoops CB HS	249.55
5513000	HS Food Serv Sup	8/24/2023	151339	Day HS/EHS purchase of hand mixer ser.# B0322DY00135 CB HS	216.00
5513000	HS Food Serv Sup	8/28/2023	009538	Day EHS purchase of bottles, nipples, formula, oatmeal and Cream of Wheat CB HS2	207.19

CVCOG
Vendor Activity - Head Start Citibank P-Card
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
				Total H04 - Grant H04, CACFP Head Start Nutrition FY 22-23	3,866.94

CVCOG
Vendor Activity - Head Start Citibank P-Card
H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5296000	HS Parent Service	8/7/2023	8493686	HS ERSEA purchase of food for staff conducting registration CB HS2	190.08
5296000	HS Parent Service	8/9/2023	000021	Rio Vista HS/EHS purchase of food for staff conducting registration CB HS2	146.60
5296000	HS Parent Service	8/18/2023	074270	Head Start purchase of refreshments for Early Head Start Pregnant Mom training CB HS2	8.55
5308000	Head Start T & T A	7/19/2023	031414	Day HS payment of tuition and fees for teacher J.C. Cortez CBG2	1,595.00
5308000	Head Start T & T A	7/20/2023	16N8317226	Rio Vista HS/EHS purchase of ServSafe Texas Food Handler online course and exam CB HS	15.00
5308000	Head Start T & T A	8/2/2023	000016	Head Start purchase of meals for site supervisor expectation training working lunch CB HS	137.58
5308000	Head Start T & T A	8/2/2023	072831	Head Start purchase of food for training (nacho bar) CB HS	1,257.20
5308000	Head Start T & T A	8/3/2023	039548	Head Start purchase of drinks for training CB HS	22.68
5308000	Head Start T & T A	8/3/2023	38237197	Head Start purchase of beverages for training CB HS2	35.94
5308000	Head Start T & T A	8/6/2023	013645	Head Start purchase of food for EHS staff training CB HS	91.35
5308000	Head Start T & T A	8/11/2023	00455672	HS COMSP purchase of training courses - Understanding Infant and Toddler Development and Routines and Environment that Support Social Emotional Development in Infants and Toddlers CB HS2	24.00
5308000	Head Start T & T A	8/16/2023	1691799	Rio Vista EHS CDA renewal fee for A.T. CB HS	125.00
5308000	Head Start T & T A	8/17/2023	64548120097	Head Start medical assistant recertification for M.M. CB HS2	65.00
5308000	Head Start T & T A	8/18/2023	8527808	Head Start purchase of food for Early Head Start training CB HS2	175.99

CVCOG
Vendor Activity - Head Start Citibank P-Card
H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5308000	Head Start T & T A	8/28/2023	139272	Observer Recertification - Age Level Toddler (test only) CB HS	125.00
5308000	Head Start T & T A	8/28/2023	1694449	Rio Vista EHS CDA renewal fee for L.T. CB HS	125.00
5308000	Head Start T & T A	8/28/2023	5BNWPV4V5B8	Infant CLASS 2008 observation training for monitoring classrooms CB HS	775.00
5433000	HS Site Center Utilities	7/13/2023	221727-180104 06-23	Day HS site water utility service from 06/08/23 to 07/11/23 (acct# 221727-180104) CBG	219.22
5433000	HS Site Center Utilities	7/13/2023	221727-180106 06-23	Day HS site water utility service from 06/08/23 to 07/11/23 (acct# 221727-180106) CBG	128.35
5433000	HS Site Center Utilities	7/31/2023	0691-001221497	Rio Vista Head Start trash service for acct# 3-0691-2402993 from 08/01/23 to 08/31/23 CBG	569.39
5433000	HS Site Center Utilities	7/31/2023	0691-001221878	Day Head Start trash service for acct# 3-0691-2405694 from 08/01/23 to 08/31/23 CBG	569.39
5433000	HS Site Center Utilities	8/3/2023	221727-179684 07-23	Rio Vista HS/EHS water utility service from 07/03/23 to 07/27/23 (acct# 221727-179684) CBG	342.08
5433000	HS Site Center Utilities	8/16/2023	05-0560-02 07-23	Eden HS water, garbage, and sewer service from 07/15/23 to 08/15/23 CBG	207.56
5453000	HS Site Center Bldg Maint	8/1/2023	frpvrv40oxjs	Professional Commercial Security Monitoring, Fire Alarm Monitoring, and Commercial Security Service Agreement for Day (Invoice I116139) and Rio Vista (Invoice I116137) Head Start sites CBG	155.00
5453000	HS Site Center Bldg Maint	8/7/2023	83213	Rio Vista HS/EHS purchase of supplies to repair office door - screws, power grab, and dowels CB FAC	29.94
5453000	HS Site Center Bldg Maint	8/11/2023	1833753-1522652	Rio Vista HS purchase of 2 clear hardwood floor protectors CBG2	290.00
5453000	HS Site Center Bldg Maint	8/16/2023	2175340	Rio Vista HS purchase of play sand and landscape fabric CBG	155.79

CVCOG
Vendor Activity - Head Start Citibank P-Card
H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5453000	HS Site Center Bldg Maint	8/16/2023	2175341	Day HS purchase of play sand and landscape fabric CBG	155.79
5453000	HS Site Center Bldg Maint	8/16/2023	55346	Day HS/EHS purchase of belt sander, orbit sander, belts, sandpaper, and scrapers CB FAC	258.44
5453000	HS Site Center Bldg Maint	8/17/2023	10873	Day HS/EHS credit for returned orbit sander, sandpaper, and scraper CB FAC	(105.52)
5510000	Supplies	7/27/2023	2000111-579641...	Rio Vista HS/EHS purchase of Clorox disinfecting wipes (3 3-pks) CBG2	68.91
5510000	Supplies	7/27/2023	4201730-1051440	Rio Vista HS/EHS purchase of hanging folders CBG2	15.62
5510000	Supplies	8/2/2023	325052207-001	HS Admin purchase of Kleenex tissue CBG2	65.69
5510000	Supplies	8/7/2023	2491541	Eden HS purchase of Brother toner cartridge CBG2	119.00
5510000	Supplies	8/8/2023	094123	Eden HS, Menard HS/EHS, Rio Vista HS/EHS, Day HS/EHS, and office purchase of kitchen items, clocks, and vacuum CB HS2	349.00
5510000	Supplies	8/9/2023	0551317-9189811	HS FAMCO purchase of wall mount sign holders CBG2	336.37
5510000	Supplies	8/15/2023	0800921-6599407	Day HS purchase of iPad chargers CBG2	12.99
5510000	Supplies	8/16/2023	011890	HS FAMCO purchase of office supplies and collapsible cart CB HS2	72.36
5510000	Supplies	8/18/2023	9945276-3084211 CM	Day HS credit for returned USB C charging cables CBG2	(9.59)
5510000	Supplies	8/21/2023	2496386	Eldorado Head Start purchase of 4 sets of toner cartridges for 2 printers CBG2	488.00
5510000	Supplies	8/25/2023	3579137-8621060	HS Admin/EHSED purchase of sticky tabs and flags, expansion discs, and discbound refill paper CBG2	66.19
5510000	Supplies	8/29/2023	2499293	Menard HS/EHS purchase of toner cartridges CBG2	72.00
5510000	Supplies	8/29/2023	4085620-8349038	Day HS/EHS purchase of ScanSnap iX1400 scanner CBG2	384.99

CVCOG
Vendor Activity - Head Start Citibank P-Card
H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5510000	Supplies	8/29/2023	5329025-2006627	Rio Vista HS/EHS purchase of ScanSnap iX1400 scanner CBG2	384.99
5510000	Supplies	8/31/2023	2500430	HS ERSEA purchase of toner for office printer CBG	76.00
5512000	HS Class Room Supplies	8/7/2023	7989792-3133816	Eden HS purchase of ink cartridges for teacher's printer CBG2	56.24
5512000	HS Class Room Supplies	8/9/2023	1498142-0105010	Eldorado HS purchase of books and toys for classroom CBG2	865.45
5512000	HS Class Room Supplies	8/9/2023	4054811-4779401	Eldorado HS purchase of Sensory Wall Sequin Flip Fabric for Kids CBG2	11.95
5512000	HS Class Room Supplies	8/9/2023	4788575-9288201	Eldorado HS purchase of Pete the Cat Rocking in My School Shoes book CBG2	15.76
5512000	HS Class Room Supplies	8/9/2023	7225095-3195432	Eldorado HS purchase of handwriting practice book, water markers, and elastic jewelry string CBG2	28.67
5512000	HS Class Room Supplies	8/9/2023	7225095-319543...	Eldorado HS purchase of vinyl sticker set, letter bead set, and painting smocks CBG2	26.36
5512000	HS Class Room Supplies	8/9/2023	9779830-7001863	Eldorado HS purchase of Braille alphabet board, ticket holders, and books CBG2	97.60
5512000	HS Class Room Supplies	8/12/2023	2993086-7690667 CM	Eden HS credit for returned ink cartridge CBG2	(28.59)
5512000	HS Class Room Supplies	8/14/2023	2000110-63476699	Rio Vista HS purchase of mini-fridge for room 20 CBG2	148.00
5512000	HS Class Room Supplies	8/14/2023	2000111-99262723	Day HS purchase of mini-fridge for room 12 CBG2	148.00
5512000	HS Class Room Supplies	8/15/2023	1936934-8565037	HS ERSEA purchase of legal size classification file folders CBG2	85.64
5512000	HS Class Room Supplies	8/18/2023	2000112-18928081	Day HS/EHS and Rio Vista HS/EHS purchase of 29 water coolers CBG2	492.13
5512000	HS Class Room Supplies	8/18/2023	2000112-66655046	Rio Vista HS and Day HS purchase of lever locks CBG2	95.88
5518000	HS Diapers and Wipes	8/22/2023	10093034249	Day HS purchase of Goodnites Bedtime Underwear CBG2	124.32

CVCOG
Vendor Activity - Head Start Citibank P-Card
H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5518000	HS Diapers and Wipes	8/31/2023	6558974-3752250	Menard HS purchase of 5T-6T girl's Pull-Ups CBG	190.76
5753000	Dues and fees	8/8/2023	417140383	Eden HS - TX HHSC Child Care Licensing Fee CB HS2	56.49
5753000	Dues and fees	8/8/2023	417146605	Eldorado Head Start - TX HHSC Child Care Licensing Fee CB HS2	56.49
5753000	Dues and fees	8/8/2023	417150113	Menard HS/EHS - TX HHSC Child Care Licensing Fee CB HS2	64.67
5753000	Dues and fees	8/8/2023	417150555	Ozona HS - TX HHSC Child Care Licensing Fee CB HS2	56.49
5753000	Dues and fees	8/28/2023	91002514939491	Ozona HS annual post office box fee - Box #4029 CBG	98.00
5760000	HS Site Center Communications	7/8/2023	0708195 07-23	Head Start rural phone/internet service from 07/08/23 to 08/07/23 CBG	591.47
5760000	HS Site Center Communications	8/10/2023	07710150890010 08-23	Day HS/EHS phone service for acct# 07710-150890-01-0 from 07/25/23 to 08/24/23 CBG	222.99
5760000	HS Site Center Communications	8/17/2023	07710150887017 08-23	Rio Vista HS site internet/phone service for acct# 07710-150887-01-7 from 08/01/23 to 08/31/23 CBG	158.93
5760000	HS Site Center Communications	8/25/2023	07710150503019 08-23	Rio Vista HS/EHS internet service for acct# 07710-150503-01-9 from 08/15/23 to 09/14/23 CBG	442.46
5760000	HS Site Center Communications	8/25/2023	07710150505015 08-23	Day HS/EHS phone/internet service for acct# 07710-150505-01-5 from 08/15/23 to 09/14/23 CBG	481.69
5762000	Postage/freight	8/7/2023	089374	Day HS & Rio Vista HS postage for Meet the Teacher mail-outs CB HS2	166.68
5796000	Safety	8/7/2023	405SP0000198771	Criminal history search for prospective new employee on M.F. CB HR	3.32
5796000	Safety	8/8/2023	405SP0000199570	Criminal history search for prospective new employee on E.L. CB HR	3.32
5796000	Safety	8/8/2023	405SP0000199590	Criminal history search for prospective new employee on Y.S. CB HR	3.32

CVCOG
Vendor Activity - Head Start Citibank P-Card
H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5796000	Safety	8/10/2023	405SP0000201078	Criminal history search for prospective new employee on I.A. CB HR	3.32
5796000	Safety	8/10/2023	405SP0000201082	Criminal history search for prospective new employee on B.R. CB HS	3.32
5796000	Safety	8/10/2023	UZTX4YFQS3	Daycare licensing (fingerprinting) for prospective Head Start employee E.L. CB HR	40.58
5796000	Safety	8/15/2023	405SP0000204006	Criminal history search for prospective new employee on M.K. CB HR	3.32
5796000	Safety	8/16/2023	405SP0000204612	Criminal history search for prospective new employee on E.M. CB HR	9.46
5796000	Safety	8/17/2023	UZTX4YJG6	Daycare licensing (fingerprinting) for prospective Head Start employee B.R. CB HR	40.58
5796000	Safety	8/17/2023	UZTX4YV7Y3	Daycare licensing (fingerprinting) for prospective Head Start employee E.M. CB HR	40.58
5796000	Safety	8/18/2023	405SP0000206258	Criminal history search for prospective new employee on K.O. CB HR	3.32
5796000	Safety	8/23/2023	405SP0000208807	Criminal history search for prospective new employee on E.E. CB HR	9.46
5796000	Safety	8/24/2023	405SP0000209791	Criminal history search for prospective new employee on E.A. CB HR	3.32
5796000	Safety	8/28/2023	405SP0000212034	Criminal history search for prospective new employee on T.K. CB HR	3.32
5796000	Safety	8/28/2023	UZTX4Z5BXX	Daycare licensing (fingerprinting) for prospective Head Start employee D.W. CB HR	40.58
5796000	Safety	8/28/2023	UZTX4Z6HR6	Daycare licensing (fingerprinting) for prospective Head Start employee E.E. CB HR	40.58
5796000	Safety	8/28/2023	UZTX4Z89YJ	Daycare licensing (fingerprinting) for prospective Head Start employee E.A. CB HR	40.58

CVCOG
 Vendor Activity - Head Start Citibank P-Card
 H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05
 From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5796000	Safety	8/31/2023	UZTX4Z7BKZ	Daycare licensing (fingerprinting) for prospective Head Start employee M.V. CB HR	40.58
				Total H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05	15,480.31
	Report Opening/Current Balance				
	Report Transaction Totals				25,903.23
	Report Current Balances				

CVCOG
Vendor Activity - Head Start Deans Dairy Corporate
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	8/8/2023	650650893	Menard HS/EHS purchase of milk for children - 3 whole 9/CS and 40 1% 9/CS	113.95
5295000	HS Nutrition Service	8/11/2023	652057842	Rio Vista HS/EHS purchase of milk for children - 9 whole 9/CS and 18 1% 9/CS	76.41
5295000	HS Nutrition Service	8/14/2023	652253639	Day HS/EHS purchase of milk for children - 36 whole 9/CS, 117 1% 9/CS, and 6 2% lactose free 6BX	458.37
5295000	HS Nutrition Service	8/15/2023	650651288	Eden HS purchase of milk for children - 18 1% 9/CS	50.94
5295000	HS Nutrition Service	8/15/2023	652058074	Rio Vista HS/EHS purchase of milk for children - 18 whole 9/CS, 221 1% 9/CS, and 6 skim lactose free 6BX	701.75
5295000	HS Nutrition Service	8/16/2023	650651378	Eldorado HS purchase of milk for children - 12 1% 9/CS	33.96
5295000	HS Nutrition Service	8/16/2023	652253674	Ozona HS purchase of milk for children - 18 1% 4/CS	87.84
5295000	HS Nutrition Service	8/18/2023	652253727	Day HS/EHS purchase of milk for children - 54 whole 9/CS, 162 1% 9/CS, and 6 2% lactose free 6BX	636.66
5295000	HS Nutrition Service	8/21/2023	652253943	Day HS/EHS purchase of milk for children - 18 whole 9/CS, 153 1% 9/CS, and 12 2% lactose free 6BX	534.69
5295000	HS Nutrition Service	8/22/2023	650651756	Eden HS purchase of milk for children - 15 1% 9/CS	42.45
5295000	HS Nutrition Service	8/22/2023	652058374	Rio Vista HS purchase of milk for children - 165 1% 9/CS and 12 skim lactose free 6BX	517.71
5295000	HS Nutrition Service	8/23/2023	650651764	Eldorado HS purchase of milk for children - 11 1% 9/CS	31.13
5295000	HS Nutrition Service	8/23/2023	652253980	Ozona HS purchase of milk for children - 12 1% 4/CS	58.56
5295000	HS Nutrition Service	8/24/2023	650651788	Menard HS/EHS purchase of milk for children - 3 whole 9/CS and 35 1% 9/CS	107.54
5295000	HS Nutrition Service	8/28/2023	652254249	Day HS/EHS purchase of milk for children - 198 1% 9/CS	560.34

CVCOG
Vendor Activity - Head Start Deans Dairy Corporate
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	8/29/2023	650652145	Eden HS purchase of milk for children - 15 1% 9/CS	42.45
5295000	HS Nutrition Service	8/29/2023	650652150	Menard HS/EHS purchase of milk for children - 3 whole 9/CS and 40 1% 9/CS	121.69
5295000	HS Nutrition Service	8/29/2023	652058663	Rio Vista HS/EHS purchase of milk for children - 9 whole 9/CS, 175 1% 9/CS, and 12 skim lactose free 6BX	571.48
5295000	HS Nutrition Service	8/30/2023	650652156	Eldorado HS purchase of milk for children - 12 1% 9/CS	33.96
5295000	HS Nutrition Service	8/30/2023	652254286	Ozona HS purchase of milk for children - 12 1% 4/CS	58.56
5295000	HS Nutrition Service	8/31/2023	652254327	Day EHS purchase of milk for children - 36 whole 9/CS	101.88
5295000	HS Nutrition Service	8/31/2023	652254328	Day EHS purchase of milk for children - 9 whole 9/CS	25.47
					4,967.79
				Total H04 - Grant H04, CACFP Head Start Nutrition FY 22-23	4,967.79
	Report Opening/Current Balance				
	Report Transaction Totals				4,967.79
	Report Current Balances				

CVCOG
Vendor Activity - Head Start First Financial Credit Card
H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5309000	Travel-In Region	8/16/2023	906101	Head Start purchase of fuel for travel for program function FF SH	51.31
5309000	Travel-In Region	8/30/2023	900300	Head Start purchase of fuel for in-region travel FF SW	47.56
5351000	Fuel	7/19/2023	55223201839001...	Head Start purchase of fuel for program vehicle FF SH	49.30
5351000	Fuel	8/15/2023	015113	Head Start purchase of fuel for program vehicle FF OB	37.31
					185.48
Total H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05					185.48
Report Opening/Current Balance					
Report Transaction Totals					185.48
Report Current Balances					

CVCOG
Vendor Activity - Head Start Lowes Pay and Save
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	7/25/2023	230725-380-3-3-38	Menard HS/EHS purchase of nutrition items	18.59
5295000	HS Nutrition Service	8/7/2023	230807-289-3-3-17	Ozona HS purchase of nutrition items	33.70
5295000	HS Nutrition Service	8/11/2023	230811-245-3-3-14	Ozona HS purchase of nutrition items	66.11
5295000	HS Nutrition Service	8/14/2023	230814-333-3-3-13	Menard HS/EHS purchase of nutrition items	35.75
5295000	HS Nutrition Service	8/16/2023	230816-207-1-1-4	Ozona HS purchase of nutrition items	10.47
5295000	HS Nutrition Service	8/16/2023	230816-380-3-3-10	Menard HS/EHS purchase of nutrition items	16.64
5295000	HS Nutrition Service	8/18/2023	230818-239-2-2-51	Ozona HS purchase of nutrition items	89.41
5295000	HS Nutrition Service	8/21/2023	230821-177-2-2-60	Eden HS purchase of nutrition items	42.92
5295000	HS Nutrition Service	8/25/2023	230825-245-3-3-24	Ozona HS purchase of nutrition items	74.34
5295000	HS Nutrition Service	8/27/2023	230827-385-3-3-13	Menard HS/EHS purchase of nutrition items	45.82
5295000	HS Nutrition Service	8/28/2023	230828-177-2-2-17	Eden HS purchase of nutrition items	111.18
5295000	HS Nutrition Service	8/30/2023	230830-177-2-2-19	Eden HS purchase of nutrition items - plums and bananas	10.93
					555.86
				Total H04 - Grant H04, CACFP Head Start Nutrition FY 22-23	555.86
Report Opening/Current Balance					
Report Transaction Totals					555.86
Report Current Balances					

CVCOG
Vendor Activity - Head Start Sysco
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	8/2/2023	278648700	Eden HS purchase of nutrition items for children and kitchen supplies	3,117.08
5295000	HS Nutrition Service	8/9/2023	278653039	Menard HS/EHS purchase of nutrition items for children	498.51
5295000	HS Nutrition Service	8/10/2023	278653786	Ozona HS purchase of nutrition items for children and kitchen supplies	2,200.34
5295000	HS Nutrition Service	8/10/2023	278653817	Day HS/EHS purchase of nutrition items for children and kitchen supplies	3,594.54
5295000	HS Nutrition Service	8/15/2023	278657134	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	2,399.07
5295000	HS Nutrition Service	8/17/2023	278658649	Day HS/EHS purchase of nutrition items for children and kitchen supplies	2,691.89
5295000	HS Nutrition Service	8/22/2023	278661963	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	3,422.72
5295000	HS Nutrition Service	8/24/2023	278663463	Eldorado HS purchase of nutrition items for children	346.50
5295000	HS Nutrition Service	8/24/2023	278663486	Day HS/EHS purchase of nutrition items for children and kitchen supplies	4,800.06
5295000	HS Nutrition Service	8/29/2023	278666796	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	1,970.80
5295000	HS Nutrition Service	8/31/2023	278668343	Eldorado HS purchase of nutrition items for children and kitchen supplies	576.62
5295000	HS Nutrition Service	8/31/2023	278668368	Day HS/EHS purchase of nutrition items for children and kitchen supplies	3,190.36
5513000	HS Food Serv Sup	8/2/2023	278648700	Eden HS purchase of nutrition items for children and kitchen supplies	150.10
5513000	HS Food Serv Sup	8/10/2023	278653786	Ozona HS purchase of nutrition items for children and kitchen supplies	228.95
5513000	HS Food Serv Sup	8/10/2023	278653817	Day HS/EHS purchase of nutrition items for children and kitchen supplies	165.28
5513000	HS Food Serv Sup	8/15/2023	278657134	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	140.50
5513000	HS Food Serv Sup	8/17/2023	278658649	Day HS/EHS purchase of nutrition items for children and kitchen supplies	401.35

CVCOG
Vendor Activity - Head Start Sysco
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5513000	HS Food Serv Sup	8/21/2023	278661170	Day HS/EHS purchase of kitchen supplies - sponge scrubbers	39.74
5513000	HS Food Serv Sup	8/21/2023	278661171	Day HS/EHS purchase of kitchen supplies - salad tongs	68.96
5513000	HS Food Serv Sup	8/22/2023	278661963	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	392.85
5513000	HS Food Serv Sup	8/24/2023	278663486	Day HS/EHS purchase of nutrition items for children and kitchen supplies	1,295.90
5513000	HS Food Serv Sup	8/29/2023	278666796	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	987.60
5513000	HS Food Serv Sup	8/30/2023	278667341	Day HS/EHS purchase of nylon bristle pastry brushes	24.32
5513000	HS Food Serv Sup	8/31/2023	278668343	Eldorado HS purchase of nutrition items for children and kitchen supplies	62.40
5513000	HS Food Serv Sup	8/31/2023	278668368	Day HS/EHS purchase of nutrition items for children and kitchen supplies	773.20
					33,539.64
Total H04 - Grant H04, CACFP Head Start Nutrition FY 22-23					33,539.64
Report Opening/Current Balance					
Report Transaction Totals					33,539.64
Report Current Balances					33,539.64

CVCOG
Vendor Activity - Head Start West Texas Fire Extinguisher
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5513000	HS Food Serv Sup	8/8/2023	281531	Rio Vista HS/EHS purchase of tissue, mop heads, paper towels, toilet tissue, gloves, trash can liners, hand soap, and cleansers	213.19
5513000	HS Food Serv Sup	8/10/2023	281802	Day HS/EHS and Rio Vista HS/EHS semi-annual vent and hood inspections and Ansul fusible links	264.00
5513000	HS Food Serv Sup	8/15/2023	281531-01	Rio Vista HS/EHS purchase of vinyl gloves (16 boxes M & 18 boxes L)	134.27
5513000	HS Food Serv Sup	8/18/2023	282177	Rio Vista HS/EHS purchase of paper towels, toilet tissue, scrub pads, trash can liners, and cleansers	112.22
5513000	HS Food Serv Sup	8/23/2023	282387	Day HS/EHS purchase of disinfecting wipes, paper towels, and disposable gloves	154.75
5513000	HS Food Serv Sup	8/23/2023	282416	Rio Vista HS/EHS purchase of sanitizer, paper towel sheets, and disposable gloves	33.95
5513000	HS Food Serv Sup	8/24/2023	282524	Ozona HS semi-annual vent and hood inspection	100.00
5513000	HS Food Serv Sup	8/29/2023	282177-01	Rio Vista HS/EHS purchase of quick change mop handle	10.30
5513000	HS Food Serv Sup	8/30/2023	282847	Rio Vista HS/EHS purchase of toilet tissue, sanitizer, trash can liners, paper towels, and hand soap	171.83
					1,194.51
				Total H04 - Grant H04, CACFP Head Start Nutrition FY 22-23	1,194.51

CVCOG
Vendor Activity - Head Start West Texas Fire Extinguisher
H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5308000	Head Start T & T A	8/11/2023	281352A	Head Start staff fire protection (basic) training	2,875.00
5453000	HS Site Center Bldg Maint	8/2/2023	281222	Rio Vista HS/EHS purchase of paper towel dispensers	117.24
5453000	HS Site Center Bldg Maint	8/24/2023	282537	Rio Vista HS service to replace broken toilet tissue dispenser in room 17	58.75
5453000	HS Site Center Bldg Maint	8/28/2023	282701	Rio Vista HS service to replace broken hand towel dispenser in room 18	88.62
5453000	HS Site Center Bldg Maint	8/30/2023	282929	Day HS/EHS service and materials to replace emergency lights Day HS/EHS service and materials to replace emergency lights	112.36
5510000	Supplies	8/8/2023	281531	Rio Vista HS/EHS purchase of tissue, mop heads, paper towels, toilet tissue, gloves, trash can liners, hand soap, and cleansers	353.51
5510000	Supplies	8/9/2023	280806	Eden HS purchase of angle broom	8.19
5510000	Supplies	8/14/2023	281042-01	Rio Vista HS/EHS purchase of 23 Spartan Sani-Tyze	55.77
5510000	Supplies	8/15/2023	281531-01	Rio Vista HS/EHS purchase of vinyl gloves (16 boxes M & 18 boxes L)	134.27
5510000	Supplies	8/15/2023	281577	Ozona HS - toilet brushes, spray bottles & heads, scrubbing pads, paper towels, plastic cups, gloves, trash can liners, and cleansers	332.23
5510000	Supplies	8/17/2023	282128	Day HS/EHS purchase of toilet brushes and tissue, gloves, trash can liners, mop heads, disinfectants/cleaners, and paper towels	827.08
5510000	Supplies	8/18/2023	282177	Rio Vista HS/EHS purchase of paper towels, toilet tissue, scrub pads, trash can liners, and cleansers	244.32
5510000	Supplies	8/22/2023	282103	Christoval HS purchase of trash can liners and sanitizer	18.20

CVCOG
Vendor Activity - Head Start West Texas Fire Extinguisher
H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05
From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5510000	Supplies	8/23/2023	280649-01	Eden HS purchase of Spartan Sani-Tyze 5 qt.	24.25
5510000	Supplies	8/23/2023	282416	Rio Vista HS/EHS purchase of sanitizer, paper towel sheets, and disposable gloves	95.09
5510000	Supplies	8/30/2023	281531-02	Rio Vista HS/EHS purchase of Cascades premium reusable towels	29.99
5510000	Supplies	8/30/2023	282847	Rio Vista HS/EHS purchase of toilet tissue, sanitizer, trash can liners, paper towels, and hand soap	171.83
5512000	HS Class Room Supplies	8/8/2023	281531	Rio Vista HS/EHS purchase of tissue, mop heads, paper towels, toilet tissue, gloves, trash can liners, hand soap, and cleansers	353.52
5512000	HS Class Room Supplies	8/14/2023	280827-01	Day HS/EHS purchase of 20 Spartan Sani-Tyze	97.00
5512000	HS Class Room Supplies	8/14/2023	281042-01	Rio Vista HS/EHS purchase of 23 Spartan Sani-Tyze	55.78
5512000	HS Class Room Supplies	8/15/2023	281531-01	Rio Vista HS/EHS purchase of vinyl gloves (16 boxes M & 18 boxes L)	134.28
5512000	HS Class Room Supplies	8/15/2023	281958	Day HS/EHS purchase of 2 sanitizer dispenser pumps	11.96
5512000	HS Class Room Supplies	8/18/2023	282177	Rio Vista HS/EHS purchase of paper towels, toilet tissue, scrub pads, trash can liners, and cleansers	244.33
5512000	HS Class Room Supplies	8/22/2023	282103	Christoval HS purchase of trash can liners and sanitizer	18.21
5512000	HS Class Room Supplies	8/23/2023	282416	Rio Vista HS/EHS purchase of sanitizer, paper towel sheets, and disposable gloves	133.61
5512000	HS Class Room Supplies	8/30/2023	281531-02	Rio Vista HS/EHS purchase of Cascades premium reusable towels	29.99
5512000	HS Class Room Supplies	8/30/2023	282847	Rio Vista HS/EHS purchase of toilet tissue, sanitizer, trash can liners, paper towels, and hand soap	171.83

CVCOG
 Vendor Activity - Head Start West Texas Fire Extinguisher
 H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05
 From 8/1/2023 Through 8/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5512000	HS Class Room Supplies	8/31/2023	282999	Day HS/EHS purchase of facial tissue - 4 cases	148.08
				Total H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05	6,945.29
	Report Opening/Current Balance				
	Report Transaction Totals				8,139.80
	Report Current Balances				

Memo

To: Executive Committee

From: Jaylon Seales

Date: 11/8/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 10

ITEM 10

Jaylon Seales is seeking consideration and approval to post a formal solicitation for Head Start Cameras.

Approved at the Executive Committee Meeting on November 8, 2023.



EagleView Response to Concho Valley Council of
Governments Solicitation Number 23-PUB-R-0079 RFP:
Aerial Imagery Services for Concho Valley Region

Submitted By

Kevin Beers
District Sales Manager - Texas
(512) 850-7662
kevin.beers@eagleview.com

EagleView
25 Methodist Hill Dr.
Rochester, NY 14623
www.eagleview.com

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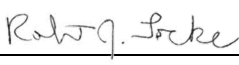
7.1 Signature Page

SIGNATURE PAGE

Submission of a response will constitute acknowledgement and acceptance of all the terms and conditions contained in this Solicitation. Respondents, their authorized representative, and their agents are responsible for obtaining, and will be deemed to have, full knowledge of the conditions, requirements, and specifications of this Solicitation at the time a response is submitted to Concho Valley Council of Governments.

Submission must be signed by a duly authorized representative(s) of the respondent, which must be the actual legal entity that will perform the contract if awarded and any total fixed price contained therein will remain firm for a period of 30 days following the submission due date and can be further extended by mutual written agreement.

Respondent is REQUIRED to sign this Signature Page and return with the submitted response. An unsigned Submission will be deemed non-responsive.	
Legal Name of Entity/Individual:	
Doing Business As (DBA) Name:	
Company Mailing and Billing Address (if different from company address):	
City, State, Zip Code:	
Tax ID Number (EIN):	DUNS Number (if applicable):
Unique Entity ID (SAM.gov) REQUIRED (See pg. 10)	
Contact Person:	Phone Number:
Email Address:	

Authorized Signature personnel authorized to bind Respondent company to any contract/purchase order that may result from this Solicitation	
Authorized Signature: 	Date:
Printed Name:	Title:
Email Address:	

All clarifications to this Solicitation will be in writing and identified as a Letter of Clarification. Verbal communications and other written documents intended to clarify and interpret will not legally bind the Concho Valley Council of Governments. Only information supplied by a written addenda and posted to the CVCOG website should be used in preparing submissions. Any addenda will be posted on the CVCOG website http://www.cvcog.org/cvcog/solicitations_procurement.html as soon as available. CVCOG does not assume responsibility for the receipt of any addenda by Respondent(s). Respondents must frequently check the CVCOG website for updates.

7.2 Cover Letter / Narrative Statement

October 18, 2023

Jaylon Seales
Concho Valley Council of Governments
Contract & Open Records Manager
5430 Link Rd.
San Angelo, TX 76904

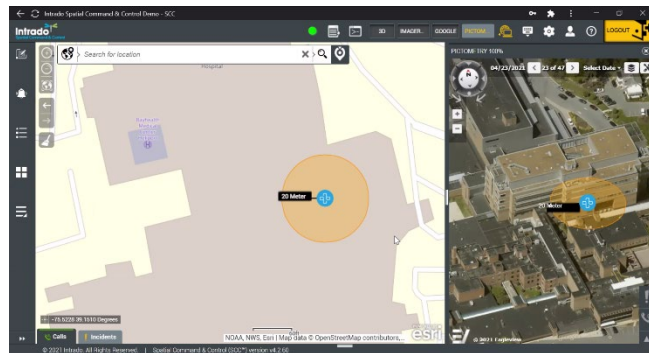
Dear Mr. Seales,

On behalf of Pictometry International Corp. (a member of the EagleView family of companies and herein referred to as “EagleView”), thank you for the opportunity to respond to the Concho Valley Council of Governments Solicitation Number: 23-PUB-R-0079 RFP for Aerial Imagery Services for Concho Valley Region. EagleView is committed to providing the services proposed and certify that all statements and information prepared and submitted in the response to this solicitation are current, complete, and accurate; and that the proposed solution for the project meets all the requirements of this solicitation.

Highlights of our proposal include:

Superior image clarity and quality: EagleView will deploy its state-of-the-art, custom camera system to collect high-quality ortho and oblique imagery simultaneously. Because we use a small-format proprietary camera, our system captures less atmosphere and produces images with an increased nadir perspective, better radiometric qualities, minimum building and feature lean, greater sharpness and are truer to color and tone.

Industry-leading platform and unique integrations: Our web-based imagery viewing software, CONNECTExplorer, provides licensed users with unlimited views and the ability to measure and analyze imagery in conjunction with other GIS data. CONNECT has established integrations with Esri ArcGIS products and many widely used 911, appraisal, and public works applications – including the only oblique imagery integration with Intrado’s MapFlex and Spatial Command & Control map display products.



Unmatched experience: Over 2,000 government customers consistently turn to EagleView for aerial solutions, and we’ve worked with emergency services and other entities for more than 18 years. Having delivered products and services to Concho Valley COG over many years, we feel confident that EagleView has demonstrated the commitment to excellence expected of a trusted vendor.

Access to historical and neighboring imagery: EagleView has captured a great deal of imagery in the Concho Valley COG 13-county region, and we are happy to provide CVCOG access to its historical imagery along with access to neighboring counties’ imagery where available.

EagleView possesses a unique combination of industry knowledge, top-notch analytics, next generation data management, technology innovation, and reliability that is unmatched in the industry. We appreciate



the opportunity to participate in this process and look forward to further discussion about our proposal and how we can help you achieve the objectives outlined in the RFP. Thank you for your consideration.

Regards,

A handwritten signature in black ink, appearing to read 'K-B'.

Kevin Beers
District Sales Manager - Texas
(512) 850-7662
kevin.beers@eagleview.com

A handwritten signature in black ink, appearing to read 'Robert Locke'.

Robert Locke
President
(585) 487-1538 x4238
bob.locke@eagleview.com

7.3 Custom Itemized Price Proposal (Tax Exempt)

In response to CVCOG's RFP, EagleView proposes our 3" and 1" resolution imagery options. Based on factors including capture timeframe and resource availability – *EagleView would like to offer our 3" oblique and ortho imagery region-wide at the same price point that we would be able to offer our 6" oblique and ortho imagery.* We believe this will provide significant added value to Concho Valley COG and its constituents.

In addition, we are offering our 1" resolution oblique and ortho imagery as an option for increased detail over the population centers throughout the region.

Below is itemized pricing for each of the options in our proposal. Please note – with either imagery option selected, costs are all-inclusive. Training, support, software maintenance, and integration solutions are all included at no additional cost.

Option 1: 3" Resolution Imagery (Region-wide)

This option provides 3" resolution oblique and ortho imagery over the entire 13-county Concho Valley COG region, exceeding the RFP requirement for 6" resolution imagery.

Imagery Cost: \$1,163,190

Delivery Hard Drive Cost: \$13,000

EagleView generally does not charge for delivery drives. However, based on the delivery requirements of this RFP and the potential to deliver 3" and/or 1" imagery that will be quite large in terms of file size – we have proposed a flat cost to cover all drives needed to make the delivery as specified in this RFP.

Total Cost (Imagery + Delivery Hard Drives): \$1,176,190

Option 2: 1" Resolution Imagery (Population Centers) & 3" Resolution Imagery (Remainder of Region)

We are also proposing an option for Concho Valley COG to upgrade the 3" resolution oblique and ortho imagery to 1" resolution oblique and ortho imagery covering the population centers in the region, with the remainder of the region captured with 3" resolution oblique and ortho imagery. We have estimated the population centers at 240 square miles and provided the map below showing the proposed locations. These areas can be customized by Concho Valley COG.

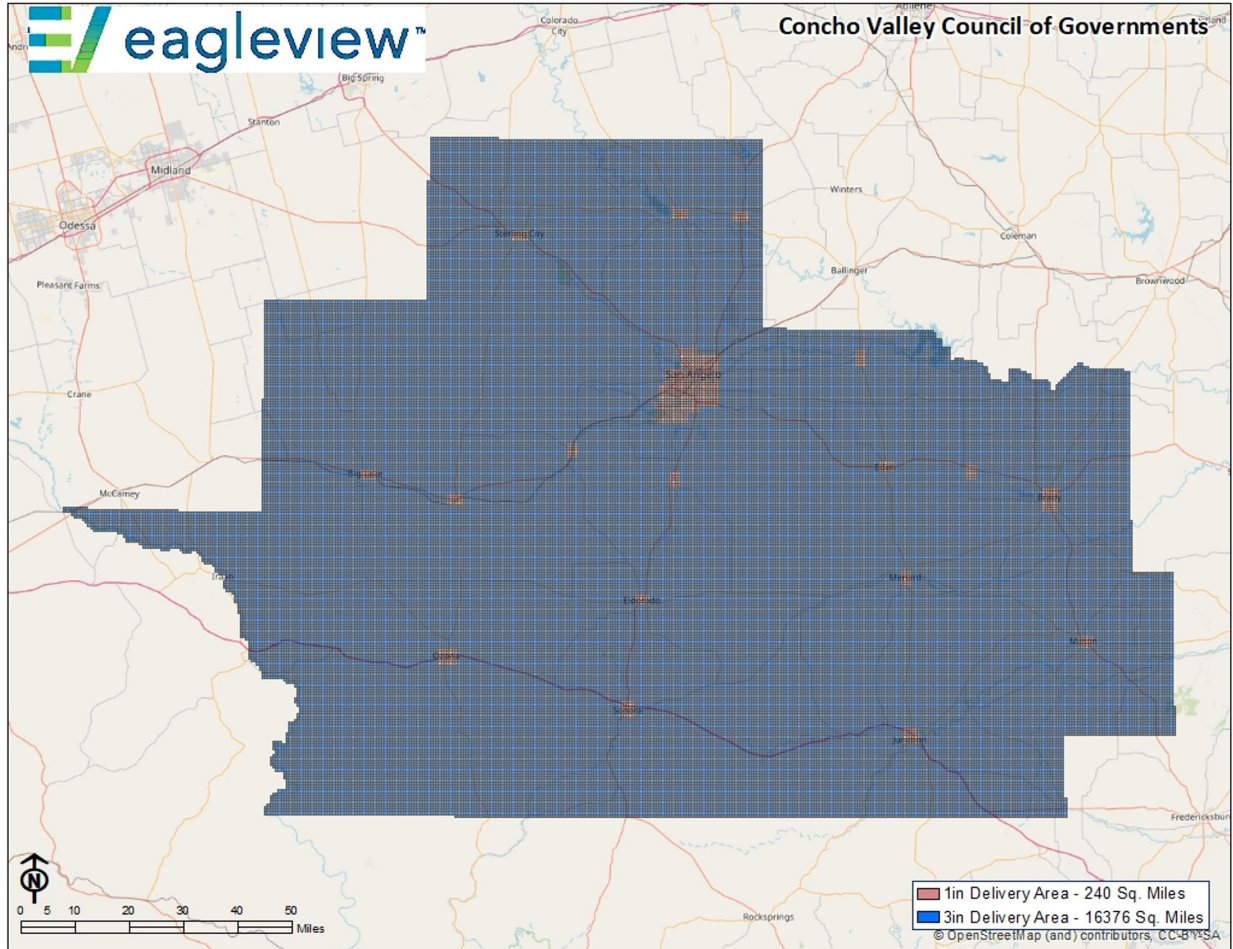
For reference, the unit cost to upgrade from 3" resolution to 1" resolution is \$430 per square mile.

Imagery Cost: \$1,266,390

Delivery Hard Drive Cost: \$13,000

EagleView generally does not charge for delivery drives. However, based on the delivery requirements of this RFP and the potential to deliver 3" and/or 1" imagery that will be quite large in terms of file size – we have proposed a flat cost to cover all drives needed to make the delivery as specified in this RFP.

Total Cost (Imagery + Delivery Hard Drives): \$1,279,390



Contains information from OpenStreetMap, which is made available here under the Open Database License (ODbL). openstreetmap.org/copy-right

ChangeFinder (Change Detection / Building Outline delivery)

We are proposing our change detection solution, ChangeFinder as an add-on solution that can be added to either of the imagery options proposed above. This solution covers the entire 13-county Concho Valley COG region.

Total ChangeFinder Cost (would be added to an imagery option above): \$73,650

7.4 Technical Information Specifications

Proposed Products

Ortho Imagery

As stated in section 7.3 – we are proposing our 3” and 1” imagery options. We have provided the specifications for each of these resolutions as well as itemized pricing to afford CVCOG an opportunity to explore their best use of regional resources.

Product	3”
<i>Ortho Frame Imagery</i>	Nominal 3” GSD ortho imagery
<i>Orthomosaic Specifications</i>	<ul style="list-style-type: none"> • Orthomosaic Resolution 3” GSD
<i>Oblique Imagery</i>	<p>Nominal 2.6” GSD oblique imagery ranging from 1.7” to 3.5” GSD:</p> <ul style="list-style-type: none"> • Where available fully automated photogrammetric mosaicked imagery. Imagery may contain seamlines
<i>Metadata and Reporting</i>	<p>Metadata:</p> <ul style="list-style-type: none"> • Metadata generated that meets FGDC Standards upon request • Shapefile(s) with discrete deliverable boundaries and directional metadata
<i>Orthomosaic Deliverable Format (Online)</i>	<p>Resolution: 3” GSD (Best Available Provided)</p> <p>Access Methods:</p> <ul style="list-style-type: none"> • Available via web-based viewer (CONNECTExplorer) • Also available via WMS/WMTS (Image Service)
<i>Orthomosaic Deliverable Format (Physical)</i>	<p>Resolution: 3” GSD (Best Available Provided)</p> <p>Projection/Coordinate System: Customer Selectable</p> <p>Datum: Customer Selectable</p> <p>File Format:</p> <ul style="list-style-type: none"> • Mosaic Tiles <ul style="list-style-type: none"> ○ Available in JPEG, GeoTiff, JPEG2000, PNG, ECW, MrSID (All Versions) with world file ○ Includes separate Pictometry Map Image (PMI) trailer file • Project-Wide Mosaic <ul style="list-style-type: none"> ○ Available in ECW, MrSID (All versions) format

<i>Oblique Imagery Deliverable Format</i>	Access method: Available via web-based viewer (CONNECTExplorer)
<i>Delivery Timeline</i>	Best efforts to make frame imagery fully available online within 20 days of capture complete Best efforts to make ortho and oblique imagery available online and/or ready for physical delivery within 60 days of capture completion
Product	Nominal 1”
<i>Ortho Frame Imagery</i>	<ul style="list-style-type: none"> Nominal 1” GSD ortho imagery
<i>Orthomosaic Specifications</i>	<ul style="list-style-type: none"> Orthomosaic Resolution 1” GSD (Best Available Provided)
<i>Oblique Imagery</i>	<p>Nominal 1” GSD oblique imagery ranging:</p> <ul style="list-style-type: none"> Where available fully automated photogrammetric mosaicked imagery. Imagery may contain seamlines
<i>Metadata and Reporting</i>	<p>Metadata:</p> <ul style="list-style-type: none"> Metadata generated that meets FGDC Standards upon request Shapefile(s) with discrete deliverable boundaries and directional metadata
<i>Orthomosaic Deliverable Format (Online)</i>	<p>Resolution: nominal 1” GSD (Best Available Provided)</p> <p>Access Methods:</p> <ul style="list-style-type: none"> Available via web-based viewer (Connect Explorer) – for three years at no cost. Also available via WMS/WMTS (Image Service) – for three years at no cost.
<i>Orthomosaic Deliverable Format (Physical)</i>	<p>Resolution: 1” GSD (Best Available Provided)</p> <p>Projection/Coordinate System: Customer Selectable</p> <p>Datum: Customer Selectable</p> <p>File Format:</p> <ul style="list-style-type: none"> Mosaic Tiles <ul style="list-style-type: none"> Available in JPEG, GeoTiff, JPEG2000, PNG, ECW, MrSID (All Versions) with world file Includes separate Pictometry Map Image (PMI) trailer file Project-Wide Mosaic <ul style="list-style-type: none"> Available in ECW, MrSID (All versions) format
<i>Oblique Imagery Deliverable Format</i>	Access method: Available via web-based viewer (Connect Explorer)

Delivery Timeline

Best efforts to make frame imagery fully available online within 20 days of capture complete

Best efforts to make ortho and oblique imagery available online and/or ready for physical delivery within 60 days of capture completion

Oblique Imagery

4-Way Oblique Imagery

Pioneered by EagleView, oblique imagery is aerial imagery captured at an angle, providing a more natural perspective, and making objects easier to recognize and interpret. With orthoimagery captured simultaneously with images from four cardinal directions, we produce a 360° view of every property and parcel, as demonstrated below:



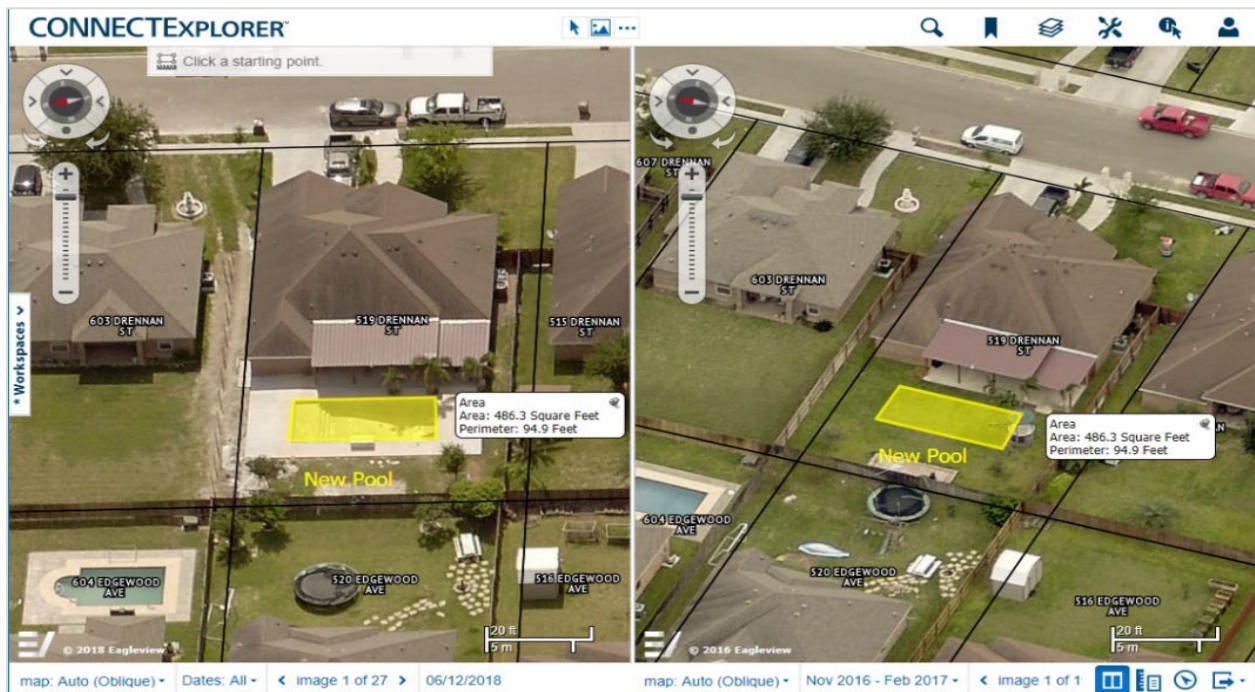
CONNECTExplorer

EagleView’s robust web-based application CONNECTExplorer enables authorized users to view, measure, and analyze aerial imagery with precision. CONNECTExplorer offers an intuitive graphical user interface that enables users to perform the required functions with ease. Tens of thousands of county and city customers use our web-based application to make informed, accurate decisions daily. No additional software or installation is required.

Our application platform has an extensive API that can be leveraged for a broader and deeper integration with other solutions. Currently, we have established integrations with various Esri products.

A few features our CONNECTExplorer that meet your requirements:

- Intuitive analysis tools to determine location, area, height, elevation, ground slope, bearing, annotations, walking distance, and more
- Access to neighborhood county images if applicable
- Access to historical imagery if available
- Ability to display and query data on County’s existing GIS system
- Search functionality on customer-provided GIS layers
- Dual-pane mode to simultaneously view imagery from different years and angles to detect change
- GPS Tool to narrow in on a user’s location
- Image extraction in standard file formats, including JPG, TIF, GIF, KML, and PDF
- 24/7 access to your data using secure access protocols

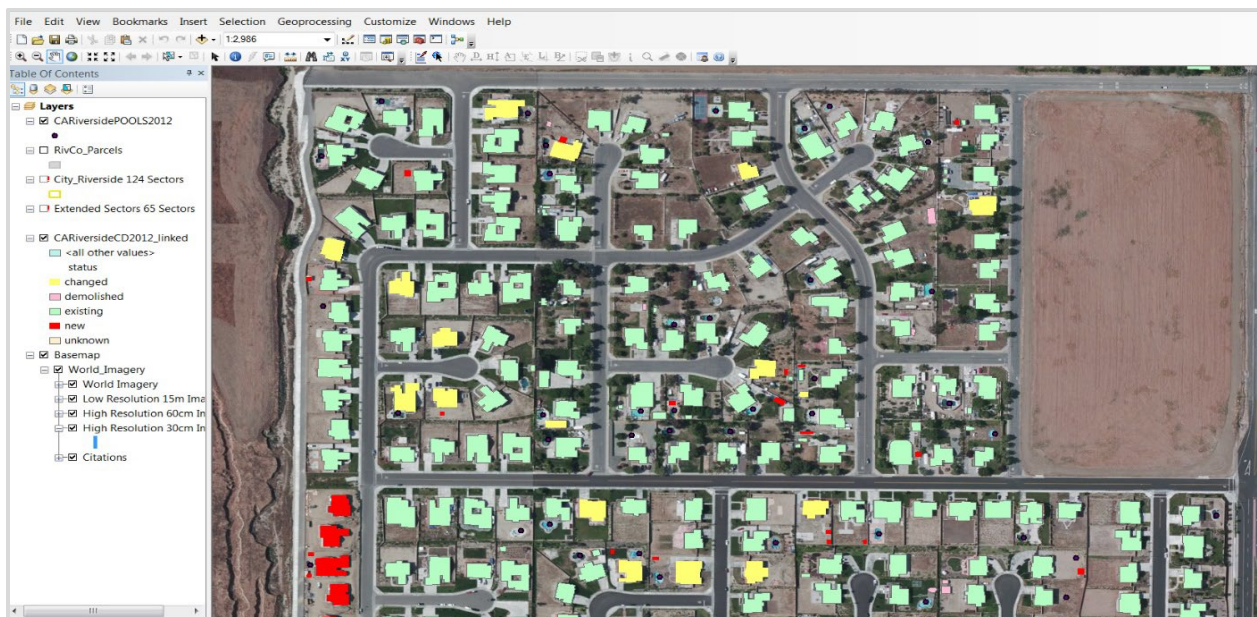


Assess property changes without a site visit. Identify new construction, such as a pool installation, by view in historical and current imagery side by side in CONNECTExplorer. Quickly and accurately assess additions using the application’s annotation and area-measurement tools.

ChangeFinder

EagleView’s ChangeFinder solution consists of a change-detection service coupled with the intuitive change-detection software solution, CONNECTAssessment. These solutions allow users to compare structure and property changes from two different sets of imagery. With these tools, GIS professionals, real property tax agencies, planning departments, and economic development users can reduce field visits with desktop analysis, saving time, travel expenses, and labor costs.

ChangeFinder detects additions to existing structures, demolitions, new construction, or other changes to property features. The process involves comparing existing building outline data with latest imagery to detect changes. A “candidate file” in file geodatabase format or shapefile, consisting of GIS polygon building outlines, is provided where possible changes, new buildings, and demolitions are categorized and associated with Tax Parcel IDs. These candidate shapefiles are then loaded into EagleView’s CONNECTAssessment application, providing the ability to quickly analyze the new and old imagery in a side-by-side view. The candidate files can also be viewed in any GIS application that reads file geodatabase or shapefile formats.



Analyzing changes. *ChangeFinder identifies properties that need to be verified and analyzed. These properties are highlighted and classified as either New, Changed, Possibly Changed, Existing, Demolished, or Unknown. Above, ChangeFinder data and ortho imagery have been imported into ArcMap and layered on top of an ortho sector map.*

ChangeFinder Deliverables

Concho Valley Council of Governments will receive the following with their ChangeFinder delivery:

- A “candidate” file provided in geodatabase and polygon shapefile formats containing the updated building outline shapes with attributes as a polygon feature class.
- A Length of Building Sides shapefile containing the lengths of each building side as a polyline feature class.
- An Excel spreadsheet listing each building’s outline shape and the Change Detection results.
- Locations of swimming pools, categorized as "in-ground," "above-ground," or "undetermined." EagleView delivers digital point locations of visible pools and their attributes in shapefile and geodatabase formats.

Note: The coordinate system of these shapefiles matches that of the customer-provided Parcel File.

The associated attribute table for the Change Detection building outline polygon shapefiles will include, at a minimum, the following fields:

Status: Field Type – String; One of the following values will be listed:

- **Existing:** This is an unchanged building.
- **New:** This is a building that has recently been built (appears in latest imagery, but not in the older).
- **Changed:** This is a building that has some addition or modification to its shape based on existing outlines or between imagery.
- **Demolished:** This is a building that has been razed.
- **Unknown:** The condition of the building cannot be determined due to trees, shadows, or image quality.

Parcel File Key: The name of this field will match the associated field in the client's parcel file (as identified by the client) and will contain the associate record ID. This field will be blank for clients that do not provide an electronic parcel file for processing.

X, Y (two separate fields): Field type – Double. Identifies the geographic center of the outline polygon

Area: Field Type – Double. The area enclosed by the outline polygon in the unit of the map coordinate system.

Prev_Area: Field Type – Double. The area enclosed by the original polygon in the unit of the map coordinate system. The value is populated only when the status of the outline is changed.

Pct_Change: Field Type – Double. Percent Change in area = (Area minus Prev_Area) divided by Prev_Area. The value is populated only when the Status of the outline is changed.

Pct_Obscur: Field Type–String. Provides a subjective range for the percentage of the structure that was obscured by shadow or tree cover in the orthogonal frame used for processing.

Redrawn: Field Type – String. For projects that do not include the purchase of a building outline set, this field is populated with a value of true in the cases where the structure has been tagged as Existing and the provided outline for the project has been modified (to improve accuracy) beyond a predetermined threshold.

Comment: Field Type – String. This field is blank and is left for the client to populate as needed.

CONNECTAssessment™ – A Cloud-Based Solution Engineered to Find Changes

As part of its Change Detection offering, EagleView offers its cloud-based software package, CONNECTAssessment. A web-based solution, CONNECTAssessment allows users to view, search, and filter change candidates resulting from the change detection process (displayed side-by-side) on new and old imagery. Users can perform these actions without closing windows or changing additional applications. The client can set the parameters for reviewing deliverables prior to starting analysis. The filterable fields by jurisdiction include Change Type (New, Changed, Demolished, etc.), Percentage of Change, and Status of Review (reviewed, reviewed accepted, on-site visit required, etc.). In addition, the Customer Administrator can configure filters using their preferred custom attributes and include that data within CONNECTAssessment.

Key CONNECTAssessment benefits include:

- Web accessibility with all data and imagery centralized and easily accessible
- Side-by-side, dual-screen comparison between different capture years
- Access to historical imagery from prior capture years
- Filtering tool that allows users to find largest changes for the biggest ROI
- Intuitive and useful image analysis tools to measure change candidates from the desktop
- Customizable filtering fields and searches

- Progress dashboard and tracking tools to analyze percentage complete on projects



Side-by-side analysis: *Dual-pane screens allow users to see and measure changes between different capture*

The CONNECTAssessment workflow allows the user to quickly step from one change candidate to the next based on some or all the criteria populated in the filterable fields. As the end user marks a status for each change candidate, the assigned status is stored by CONNECTAssessment for later review and analysis.

Image Acquisition

For the initial flight, EagleView will develop a custom flight plan that covers the project area at the requested imagery resolution, and the plan will include the following:

- Covers the area of interest (AOI) at the requested imagery resolution (GSD)
- Follows airspace rules
- Ensures safety

EagleView follows industry-standard quality control and imagery acquisition procedures. Our internal teams ensure the final deliverables meet CVCOG accuracy and other required specifications. The following sections explain our processes in detail.

Step 1: Mission Planning

To ensure full coverage of the project area at the requested imagery resolution, EagleView's Project Manager will work with the CVCOG to develop a flight plan that complies with airspace rules; and ensures safety.

Step 2: Image Acquisition Process

EagleView will capture imagery using its patented camera system beginning in December 2023, during leaf-off conditions when sun angle is 30° or greater.

Cameras

Aircraft will be equipped with our state-of-the-art proprietary patented camera system. It also includes an Applanix Position and Orientation System (POS) with a Global Positioning System (GPS) antenna and an Inertial Measurement Unit (IMU).

Cameras undergo a rigorous calibration process, developed by EagleView, and licensed to the USGS, prior to image collection and as part of the manufacture. The calibration is performed through the capture of a series of images from prescribed locations and at varied orientations of a stationary target cage. Targets are identified in the images collected via a semi-automatic process, and a free-network bundle adjustment is performed to solve for camera interior orientation, including precise focal length, principal

point location, and radial distortion coefficients. These parameters are then incorporated into the camera model used during subsequent image processing operations. EagleView also puts each camera through its color calibration process to ensure consistent representation of ground features.

In advance of capturing data, EagleView performs an additional aerial boresight calibration on each of the systems involved in a project. An adjustment is computed to solve for the alignment between the optical axis of the camera and the internal coordinate axes of the Inertial Measurement Unit (IMU). This adjustment is then applied to the imagery captured throughout each project. Each system completes a boresight flight at regular intervals to ensure sensors have stayed in alignment.

Capture Parameters

Throughout each capture mission, GPS/IMU data will be logged on the aircraft. The GPS data will be recorded at a minimum rate of 2Hz, and the IMU data will be logged at a minimum rate of 200Hz. Concurrently, multiple GPS reference stations will be logging data on the ground. These reference stations are typically part of the CAN-NET network. EagleView may set up and run a base station, as needed. The imagery will be nominally captured with a PDOP value of less than 8.0 and within 60 kilometers of an operating GPS reference station. EagleView limits its sensor to 6° of pitch and yaw. This limit can be used due to the narrow field of view of EagleView's cameras which, by design, limit the off-nadir distance of features at the edge of the frame.

Imagery will be captured at 24 bits per band with a planned forward overlap of 60% and a sidelap of 30%. Image collection will extend beyond the project area boundaries to produce full ortho imagery coverage. All ortho images may provide an accurate top-down view that is rectified to align to a map grid and can be integrated into a GIS database. EagleView's systems use onboard IMU to control crab. These systems report errors above 15°. All errors are reviewed, and images may be rejected per scope of work and quality thresholds. Any areas that need to be addressed will be identified during our extensive coverage verification review. Areas will be re-flown accordingly.

Touch-up Flight

There are several levels of checks and balances at EagleView where the imagery is checked for anomalies and accepted or rejected for re-fly. The Geomatics team are the first level, scrutinizing the imagery immediately upon receipt from the pilot. While the planes are still in the area, they ascertain whether any re-flies are necessary and, if so, the re-flies are expedited back to EagleView's flight planning team for dispatch to the pilots. Initial imagery can be shared with the client to gain their acceptance of the quality and accuracy.

Sun Angle

EagleView may capture images when there are clouds above the altitude of the aircraft. In fact, the best lighting for the EagleView images is when there is a light, high cloud cover, as this provides the most consistent Lambertian lighting coverage. The preferred capture windows are when the leaf canopies are off, and the ground is not obscured by snow or ice.

Step 3: Post-Processing of Imagery

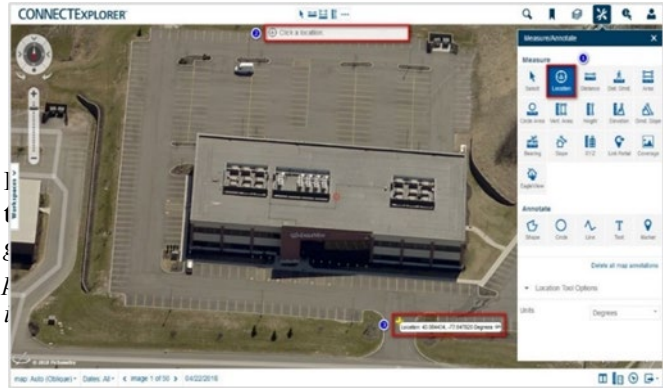
EagleView's Geomatics team will post-process the imagery, turning the raw data into georeferenced imagery and ensuring image quality.

Step 1: Upon receipt, the Geomatics team will copy data from the hard drive to the server, which will automatically back up the data. Once copy is complete, EagleView's software will develop the raw images, applying color, contrast, and sharpness to each image frame.

Step 2: Using Applanix POSPac software, the Geomatics team will refine positional data by combining Inertial Measurement Unit (IMU) data with the GPS receiver's raw observables. These include pseudorange and phase, which provide the distance between the satellite and the receiver. This

process will produce the Smoothed Best Estimate of Trajectory (SBET) for the flight. POSPac software, the Geomatics team will refine positional data by combining Inertial Measurement Unit (IMU) data with the GPS receiver's raw observables. These include pseudorange and phase, which provide the distance between the satellite and the receiver. This process will produce the Smoothed Best Estimate of Trajectory (SBET) for the flight.

Step 3: The Geomatics team will use EagleView's proprietary software to apply the trajectory data (SBET) to the imagery based on the individual time stamps associated with each image frame. Once this process is complete, images will be georeferenced (or tied to specific geographic coordinates). The location (X, Y, Z) and orientation (Roll, Pitch, Yaw) values derived from the SBET and assigned to each frame will serve as the initial exterior orientation (EO) values for the aerial triangulation phase of processing, if applicable to the project.



Step 4: The Geomatics team will review the quality of the images and inspect for potential issues related to color, camera defects, environmental conditions, capture platform anomalies, cloud cover, shadows, glare, and motion blur. If images do not meet quality standards, the team will mark imagery for recapture. EagleView reviews imagery while aircraft are still in the project area for efficient deployment should a re-fly be necessary.

Step 5: The Geomatics team will perform a verification process to determine image-to-image and camera-to-camera accuracy. Using EagleView's proprietary software, the team will compare common points in different images. The team will check calculated coordinates for a point in one image against the coordinates for the same point in other images that cover the same location. We will investigate inconsistencies. Imagery will be reprocessed if the team identifies points that do not meet EagleView's quality standards.

Step 6: We will orthorectify orthophotos to remove horizontal displacement caused by terrain height variation, earth curvature, and camera-based distortions. The Geomatics team will incorporate the best available digital elevation model (DEM), geo-referenced exterior orientation values, and calibrated camera model parameters into imagery during orthorectification. Images will be rotated to point true north. The Geomatics team will use EagleView's proprietary software to ensure image pixels are the same dimension. Once orthorectified, images will have a consistent scale, allowing for accurate measurements of distance and direction.

Preparing Initial Visualization-Grade

We will produce initial deliverables once all imagery from the area of interest has been post-processed and orthorectified. We use our proprietary software to mosaic ortho imagery and produce ortho sector tiles. Prior to production of area-wide mosaics, the Geomatics team will review tiles to verify proper coverage and identify any image issues.

We will copy all ortho data to a hard drive. A member of the Quality Control team will review all deliverables. We then upload final imagery to CONNECT, and the Customer Technical Support team ships a hard drive of imagery to you.

Quality Assurance

EagleView has relied on strict quality and project management controls to ensure projects meet customer specifications and are delivered on time and within budget. With these controls in place, we continue to

grow our business and secure repeat customers. Our imagery library has grown from 229 million images in 2013 to more than 1 billion images today. We have served 2,000 government customers.

Quality Control

Key quality assurance steps include, but are not limited to, the following:

Quality Checkpoint	Description
<i>System Calibration</i>	Sensors are calibrated for lens distortion, system geometry, color response, and accurate bore sighting.
<i>Flight Altitude</i>	With a digital elevation model, flight plans are tiered at different altitudes to allow for complete image overlaps and consistent resolution and ensure safety.
<i>Image Acquisition</i>	The flight management system performs several real-time quality checks during capture operations. The system immediately flags images captured when the aircraft experiences excessive roll, pitch, or yaw, and immediately recaptures frames with significant glare from solar reflection.
<i>Receiving</i>	Upon receipt of captured imagery, Geomatics inspects images algorithmically and physically for color, camera defects, environmental conditions, capture platform anomalies, cloud cover, shadows, glint, and motion blur. If images do not meet quality standards, the team marks imagery for recapture.
<i>Re-fly</i>	EagleView ships drives containing imagery and data to its processing facility while aircraft are still in the area. If a re-fly is needed, EagleView can dispatch pilots quickly.
<i>GPS Post-Processing</i>	Differential GPS and IMU post-processing are handled using Applanix POSPac suite of software. The resulting solution is held to strict accuracy standards.
<i>Digital Elevation Model</i>	EagleView compiles elevation data from multiple sources, including customer-provided data, EagleView LiDAR data, and best available public domain data. EagleView reviews the quality of the elevation data before orthorectification. When areas of poor quality or change are identified, EagleView derives data using internal methods to update and yield a more accurate elevation model.
<i>Metadata</i>	Each set of orthophoto deliverables includes XML metadata containing information about the processing, quality, and accuracy. The finalized metadata files are validated for compliance with the Federal Geographic Data Committee (FGDC) Content Standard for Digital Geospatial Metadata (CSDGM), Version. 2 (FGDC-STD-001-1998).
<i>Deliverables</i>	EagleView performs a final QA/QC check on deliverables to ensure they meet the customer's desired specifications.

Response to 2.2 Scope of Project and Project Requirements

Capture aerial color orthogonal imagery of the entire CVCOG 13-county geographical region consisting of Coke, Concho, Crockett, Irion, Kimble, Mason, McCulloch, Menard, Reagan, Schleicher, Sterling, Sutton, and Tom Green counties, Texas.

EagleView will capture high-quality and seamless orthophotography covering CVCOG's requested AOI. Our project manager will work with your team to create a detailed project plan, including the area of interest and project timeframe.

Imagery shall be acquired when the ground is not obscured by snow, ice, clouds or fog, and the atmosphere is free of haze, smoke, dust, and other environmental obstructions

EagleView will simultaneously capture oblique and ortho imagery in leaf-off conditions when the ground is free of snow; when rivers, streams and holding ponds are free of flooding; with minimal fog or haze; and when the sun angle is 30° or greater or during the most optimal 4-hour window.

Respondents are expected to identify all levels of their quality assurance and quality control procedures that will be employed in evaluating and processing the imagery

The EagleView team will work with Concho Valley Council of Governments project manager to establish reporting standards and a reporting cadence that allows for flights to be completed in a timely manner. To ensure CVCOG receives high quality, georeferenced ortho images and to meet your specifications, EagleView will apply its stringent quality control checkpoints throughout the capture and production process. The quality control procedures use both automated software-based methods and visual inspection. All quality control processes have been carefully developed and evaluated by licensed surveyors and certified photogrammetrists to comply with industry standards. Please see page 18 for details on our project reporting, quality assurance, and quality control processes and procedures.

Imagery is to meet or exceed 6" resolution in all rural and neighborhood areas of the 13-county region

EagleView proposes the capture of 3" ortho and oblique imagery for the entire AOI of CVCOG, with an option to add 1" resolution over the population centers, exceeding the requirements outlined in the RFP. Technical specifications can be found on page 8.

The distribution of imagery products and supporting data, shall be the responsibility of the contractor. The contractor will provide separate USB hard drives that will be used to transfer deliverables and will become a part of the final delivery. Physical hard drive as well as an external hard drive per county Public Service Answering Point (PSAP) consisting of Concho County (x1), Crockett County (x1), Irion/Sterling County (x1), Kimble County (x1), Mason County (x1), McCulloch County (x1), Menard County (x1), Reagan County (x1), Schleicher County (x1), Sutton County (x1), Tom Green County (x5) required

Imagery delivery will be provided to CVCOG on the USD hard drives as specified above for use by CVCOG 911 and Emergency Responders. In addition, CVCOG users will have access to our CONNECT platform for imagery viewing and analysis. This also includes CONNECT ImageService.

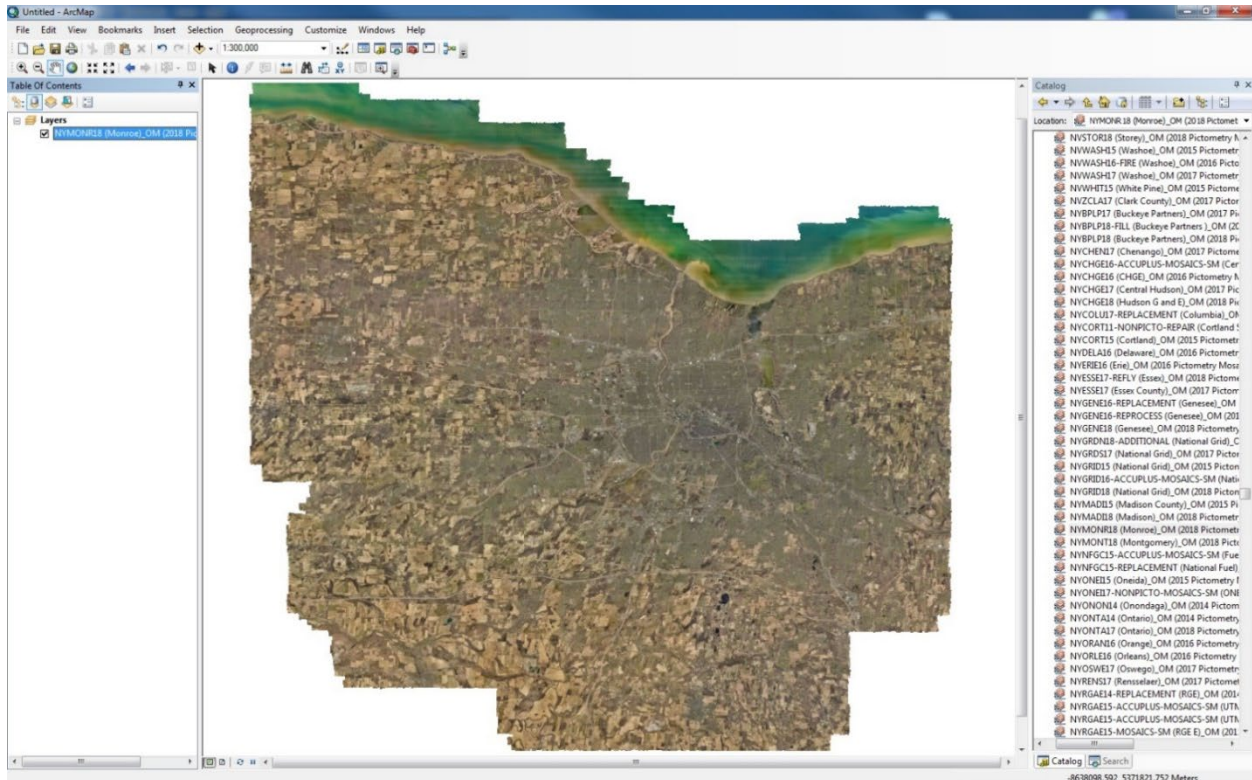
CONNECT ImageService

The CONNECT Image Service will allow CVCOG to connect to a secure Web Mapping Service (WMS) or Web Map Tile Service (WMTS) to access orthomosaics available through your CONNECT account.

Our WMS conforms with the Open Geospatial Consortium (OGC) WMS version 1.3.0 specification; WMTS conforms with the OGC version 1.0.0 specification. These web services can be accessed in most mainstream GIS or mapping applications that are capable of consuming orthomosaics compliant with OGC WMS/WMTS specifications for use internally and on public-facing websites. Example applications

include, but are not limited to, Esri ArcGIS Desktop, ArcGIS Server and ArcGIS Online, Autodesk, and QGIS.

If other third-party software packages can use WMS or WMTS that conform with the OGC specification, they will also be compatible. The projection for the map service is WGS84.



Esri-compatible WMS and WMTS. *Our Web Map Tile Service integrates with Esri's ArcGIS Desktop (as seen above), ArcGIS Server and ArcGIS Online as well as other common GIS applications.*

Deliverable to include online portal downloadable imagery access for CVCOG staff and industry partners consisting of public safety agencies, appraisal districts, and other local governments within the CVCOG region, at no additional cost to partner agencies. CVCOG shall have downloadable imagery access for the entire term of the Agreement and an additional one (1) year after contract closeout.

EagleView can support the imagery access for CVCOG staff and industry partners as outlined in the RFP, with no additional cost associated.

CVCOG will own the procured imagery upon project acceptance and have rights to share data and services with regional partners, vendors, regional appraisal districts, and other stakeholders

With respect to any orthogonal imagery that may be provided as part of the deliverables of this RFP, EagleView can offer shared ownership and with respect to any oblique imagery provided as part of the deliverables of this RFP, EagleView can offer a non-exclusive, perpetual, royalty-free, fully paid, revocable license, to use, copy, install, perform, and display the oblique imagery.

The imagery should be fully compatible with ESRI's ArcGIS and Intrado's Mapflex and Spatial Command and Control platforms. The digital photography must be delivered with software tools that allow for cataloguing, extracting, viewing, measuring, analyzing, and printing said

photography. This imagery must also be georeferenced, and able to overlay parcel data, site structures, address points, and road centerlines.

EagleView is a Gold Partner of good standing in the Esri Partner Network. EagleView orthophotography is fully compatible with Esri applications, and EagleView produces several integrations with Esri products to accommodate oblique imagery and tools. EagleView offers integration solutions for:

- ArcGIS Desktop
- ArcGIS Server
- ArcGIS Pro
- Web AppBuilder

These integrations support location synchronization with the Esri map window to provide oblique imagery viewing, navigation, and analysis, as well as GIS vector layer overlays. EagleView also provides extensive CAMA and unique third-party integrations that can support various CVCOG projects and teams.

Esri Integration

Our integration options will benefit CVCOG users who regularly work inside other mapping platforms such as the Esri® ArcGIS® Solutions Suite. Building outline data will be delivered in an Esri-compatible Shapefile or Geodatabase.



Easily Integrate and Interpret Data. Users can review and analyze change-detection data against the backdrop of high-resolution aerial imagery in existing mapping platforms, including ESRI ArcMap (shown above).

The data should be available in multiple requested formats including but not limited to area wide mosaics per county, regional mosaic, and ECW, JPG200 and MrSID compressed file formats

EagleView will provide CVCOG with the requested formats including area wide mosaics per county, a regional mosaic, and all outlined compressed file formats.

Deliverable should include the ability to measure roads, structures and other objects captured in imagery via line segment and polygonal measuring tools

Every pixel in EagleView's oblique and ortho imagery is georeferenced, giving users the ability to interact with, measure, and extract data from these actionable images. Within CONNECT, users can pan, zoom, and measure distance, angle, area, width, length, and height (for obliques only).

Vendor must provide detailed training and support explanation of the products and services outlined in proposal

EagleView will provide comprehensive training to Concho Valley Council of Governments users. At no additional cost, we will provide ongoing technical support and on-location training, which is unmatched in the industry. Users will learn best practices and how to use and manage our imagery and software within existing workflows. Our training program has increased the use of imagery and software throughout our customers' organizations.

EagleView's practical training is designed to show users how their EagleView deliverables can significantly enhance the ease with which they do their jobs, while increasing the results they are charged with achieving. EagleView has found that its user-focused, onsite training increases the use of EagleView's imagery, software, and products exponentially throughout the customer's organization. Full, electronic documentation is included for the end-user and advanced training sessions including technical documentation. The complete training will be structured in increments noted below and is included as part of EagleView's imagery contract at no additional cost.

Administrator Training – One 2-3-hour session, via *GoToMeeting*

This training is designed to teach the customers GIS and IT support staffs how to install, configure and support EagleView's Web Based CONNECT Environment as well as training on the EagleView ImageLibrary and Electronic Field Study software, EagleView's desktop solution (if needed).

End User Orientation Training – Up to four 3-hour sessions with 25 people per session.

These sessions (at a CVCOG site or web-based, as appropriate) will educate the end user to the myriad of possibilities now open to them through EagleView's images and their own GIS data.

Depending on the users need, EagleView's trainers can train on either web based or desktop solutions.

Advanced User Training (Hands-on) – One 3-hour session for one group with up to 25 people

This training (onsite or web-based) provides hands-on interaction with EagleView's software to end users chosen by CVCOG enabling them to learn first-hand the functions covered in the Orientation Session.

Web-based Training – CVCOG employees can also register at www.eagleview.com/training for additional, instructor-led, web-based training at any time for no additional cost.

Customer Support – Our customers can request support from Customer Technical Support (CTS) by sending an email to customersupport@eagleview.com anytime or calling 1-855-337-1526 between 8:30 a.m. and 8:30 p.m. EST Monday through Friday. Customers can submit a support case via email 24/7. The first response will be less than six (6) business hours.

Technical Support: Ongoing technical support will be provided by Stephen Ross, Technical Manager who supports Concho Valley COG, at (816) 223-1823 and stephen.ross@eagleview.com.

Account Support: For account support and direction, contact: Kevin Beers, Texas District Manager, at (512) 850-7662 and kevin.beers@eagleview.com.

Proposed costs must be itemized and all-inclusive

Proposed costs can be found on page 6.

Response to 2.3 Project Preferences

Add north, south, east, west directional oblique imagery as part of the final deliverables which meets or exceeds 6” resolution

EagleView captures oblique imagery at angles of 40° to 45° from the north, south, east, and west to offer a 360° view of every property and parcel. As mentioned above, based on factors including capture timeframe and resource availability – EagleView would like to offer our 3” oblique and ortho imagery region-wide at the same price point that we would be able to offer our 6” oblique and ortho imagery, in order to provide significant added value to Concho Valley COG and its constituents. In addition, we are offering our 1” oblique and ortho imagery as an option for increased resolution over the population centers throughout the region.

Add rooftop/site structure outline dataset for the 2023/2024 capture and outline comparison service to compare building and rooftop data from CVCOG’s previous imagery capture from 2018 to the new 2023/2024 capture

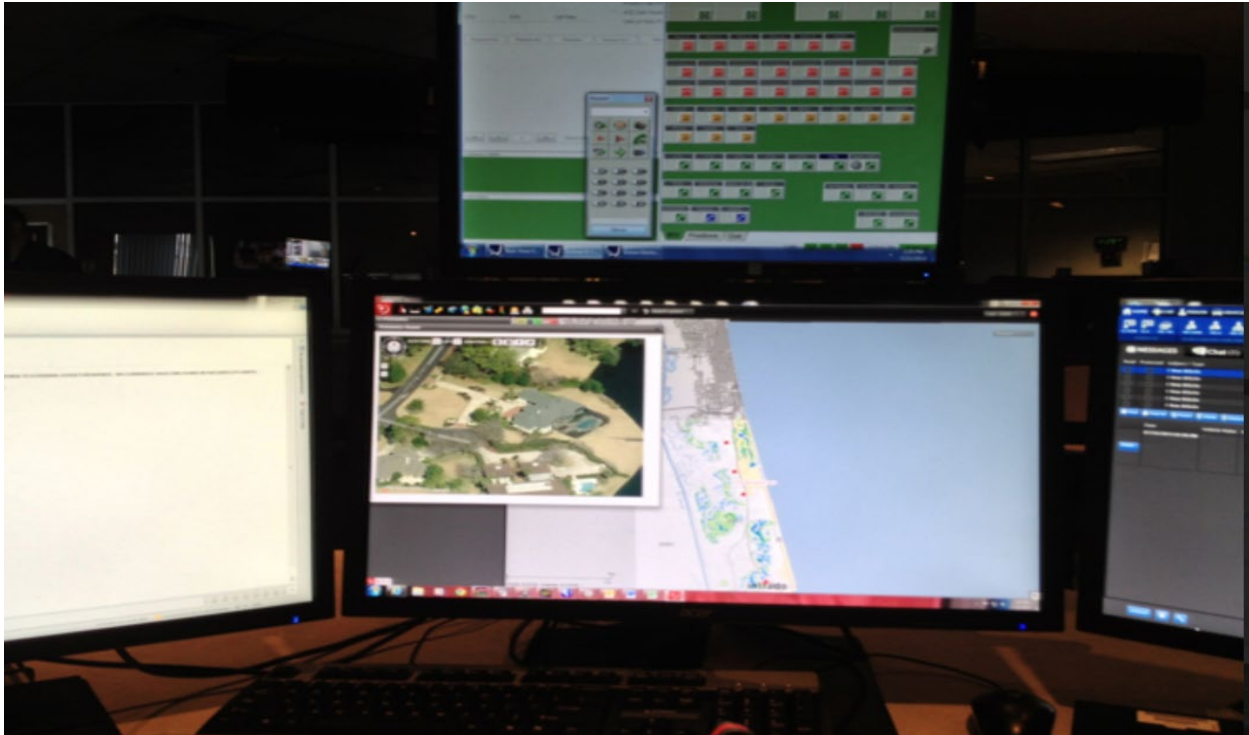
EagleView can provide CVCOG with the comparison requested. This solution is our ChangeFinder offering and is further detailed above in *section 7.4 – Technical Information Specifications*.

Responding vendors are encouraged to offer multiple packages and price-points with varying resolution levels including but not limited to higher-resolution ortho and oblique capture offerings (6-inch, 3-inch, 1-inch), higher resolution in more densely-populated neighborhood areas, rooftop dataset and comparison service, etc., if available

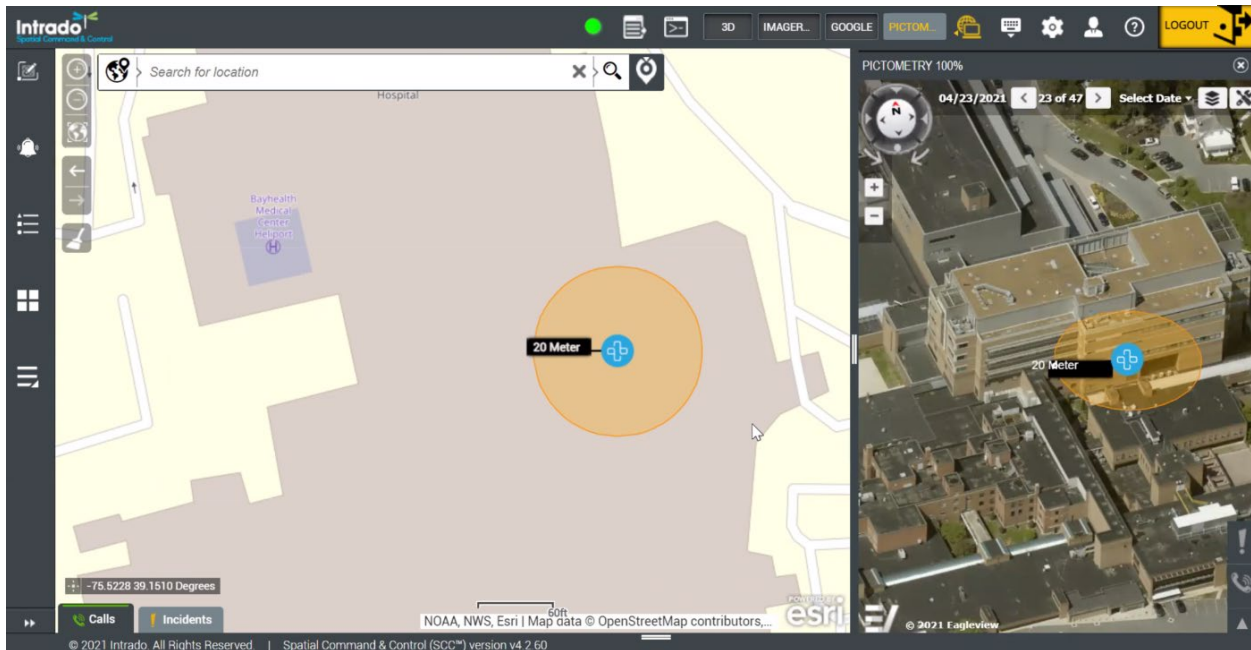
Packaging and pricing can be found on page 6.

Include deliverable to work directly with CVCOG’s existing 911 map vendor, Intrado, to facilitate and integrate new imagery into their map software, Mapflex and Spatial Command and Control, to allow telecommunicators to view/access the imagery on these platforms

EagleView has established integration with CVCOG’s existing map vendor, Intrado, and this will streamline the integration of updated imagery into the software used by CVCOG. This is critical to ensure that you can quickly and easily access your imagery in a manner that fits your workflow.



Intrado Integration EagleView has an established integration with CVCOG's preferred mapping software, for increased efficiency and decreased response time for 911 emergency services.



Include deliverable to work directly with CVCOG's existing 911 map vendor, Intrado, to facilitate an update to the existing basemap imagery at the local server level (cached/tiled MrSID files may be requested for this purpose)

EagleView has established integrations with major CAD, most major CAMA vendors, and is a Gold Partner of good standing in the Esri Partner Network. EagleView's CONNECT platform keeps pace with ESRI's developments, while offering backward compatibility to older applications, data bases, and



operating systems. This is critical to ensure that you can quickly and easily access your imagery in a manner that fits your workflow. Further, our platform provides the public unlimited visualization-only access to EagleView-hosted custom imagery libraries via a web application or server-based integration, such as the Integrated Pictometry Application (IPA).

Work directly with CVCOG’s existing webmap vendor, AppGeo, to facilitate the consumption of the new imagery as a service on the cvcog911.org AppGeo webmap address

The IPA is a robust integration that allows customers and partners to embed an imagery viewer with EagleView oblique and ortho imagery and tools into their existing public-facing and internal web applications. CONNECT IPA has been integrated into hundreds of CAMA, GIS, and E-911 services across the United States and Canada.

Our platform offers robust integration capabilities as well and offers standard APIs that can be leveraged to integrate with CVCOG-desired current and future software applications.

In addition, as noted previously, Concho Valley COG will also have access to our CONNECT ImageService to provide hosted access (WMS/WMTS) to the other imagery for easy implementation with 3rd party web applications such as the CVCOG webmap.

7.5 Documentation of Qualifications, Experience, and performance History

It is a core part of EagleView's business model to have high level customer success and technical response teams in place to support our customers. We are committed to maintaining this high-quality service and staffing and will continue to staff to maintain those standards to ensure our customers have the resources they need.

7.5.1. Professional Personnel

The Project Manager (PM) for the CVCOG project, Blaese Baker, will oversee a team of internal project planners and production managers. The PM will estimate a schedule of milestones, monitor progress against them, and act, as necessary, to keep projects on time. All teams involved will track project progress, from contract and planning through delivery, within our internal Customer Relationship Management (CRM) system.

In addition to Project Management, the in-house teams integral to the capture and production of your aerial imagery include Flight Operations, Geomatics, Professional Processes and Survey Operations, Photogrammetry, Customer Technical Services and Training, and Regional Technical and District managers. We describe these team members in greater detail below.

Jonathan Garner, Sr. Program Manager: Manages entire program from initiation to delivery. Prior to transitioning into his current role, he served as a Geospatial Image Processor before advancing to Senior Geospatial Image Processor and as a GIS/Mapping Specialist. Since joining EagleView in 2009, Mr. Garner has successfully managed many projects, including multi-state projects, which required the organization and capture of imagery across a span of thousands of miles.

Blaese Baker, PMO Regional Manager: Coordinates with CVCOG's internal teams to ensure the project meets specifications and expectations. Mr. Baker is the point of contact for troubleshooting and escalating the problem for a satisfying resolution. Their experience working with large projects – both in size and cost – makes him the perfect project manager for both large and small capture areas.

Flight Operations, led by Scott Martin, Director of Imagery Acquisition: Follows processes based on nearly 20 years of experience capturing orthogonal imagery in highly controlled and congested airspace. It monitors a fleet of more than 130 aircraft, ensuring enough resources can be dedicated to each project and projects can be started and completed on time.

The **Professional Processes and Survey Operations** team, led by **Carl Schoenthal**, ensures professional processes are established and quality standards achieved throughout the project.

The **Photogrammetric Department**, led by **Joseph Lynch, Director of Geomatics & Photogrammetric Production**, is responsible for photogrammetric processes to ensure final orthomosaics meet accuracy requirements and specifications.

Customer Technical Support Manager: Manages the team that supports CVCOG's use of imagery across different platforms.

7.5.2. Licenses/Certifications

Key Staff Resumes are included to provide licensing and certification information for project personnel.



Jonathan Garner

Manager, PMO Programs

Collaborating with customers throughout each project to ensure EagleView meets specifications and expectations

Jonathan.Garner@Eagleview.com

Mr. Garner manages complex and custom projects, coordinating internal communication across departments. He establishes scope and project timelines to best meet the needs and specifications of each customer. Mr. Garner maintains regular and scheduled communication with customers and provides updates throughout production. Mr. Garner, who joined EagleView in 2009, serves as a resource to the Project Management Office daily for GIS support. Prior to transitioning into his current role, he served as a Geospatial Image Processor before advancing to Senior Geospatial Image Processor and as a GIS/Mapping Specialist.

Prior Relevant Experience

Enterprise Project Management

EPM establishes a consistent career infrastructure, a common methodology based on industry standards, and supportive project enablers including processes, tools, and measurement systems.

The EPM framework also develops and supports EagleView's community of knowledgeable project practitioners. This includes the adoption of tools and resource management techniques to enable an agile approach for the allocation of resources.

Energy Company (NY)

Mr. Garner maintained constant communication with the customer during this complex project. This project consisted of the capture of 3,100 linear miles of 2" ortho and oblique imagery. Imagery data was then utilized by Utility for forestry management and vegetation clearance. Final products included comprehensive tree/undergrowth clearance PDF reports and targeted solutions to reduce Customer O&M costs over 5 years.

Energy Company (Multi-State)

Mr. Garner successfully managed the completion of this multi-state project, which included the capture of 2,591 linear miles of ortho imagery and 541 sq. miles of 6" ortho and oblique imagery. Deliverables included area-wide orthomosaics and tiles and oblique imagery. Mr. Garner tracked project milestones and provided regular updates to the customer throughout, including post-delivery follow-ups to ensure the project met specifications.

Education

Certificate, MicroMasters Project Management: Rochester Institute of Technology (RITx)
Department of City and Regional Planning, AAP: Cornell University
B.A. Geography, Minor in Urban Studies: SUNY Geneseo

Related Skills

ArcGIS for Desktop, ArcGIS Online, ArcGIS Pro, QGIS, Adobe Creative Suite, EagleView CONNECT, Global Mapper, Google Earth Pro, Salesforce Lightning, Microsoft Project.

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Mr. Baker's focus on meeting customers' unique needs has played an essential role in the success of EagleView's aerial imagery projects. In his role as Team Manager, Mr. Baker oversees the project management team and maintains oversight of potential issues. He also serves as a project liaison for project management and all other departments for systematic issues, while streamlining processes. Previously, as a project manager, he coordinated directly with customers to establish project-specific specifications, managed the development of flight plans for data capture, and assisted in the integration of client geospatial data. Mr. Baker maintains regular and scheduled communication with clients and provides updates throughout the capture process through delivery of imagery and training. Previously, he served as a Senior Customer Technical Support expert, working with customers to configure EagleView's software with existing GIS tools. Mr. Baker also developed instructions for several products, including our Esri ArcMap extension. He earned the company's Contributor of the Year in 2014 for his commitment to and impact on customers and aerial imagery services.

Project Management Examples

Prince William, VA

Mr. Baker managed the capture and delivery of 370 square miles of 3" oblique imagery and 416 square miles of 9" oblique imagery. The customer also received a 100-seat license for CONNECT imagery viewing software. Mr. Baker successfully coordinated with the Marine Corps Base Commander in Quantico throughout the capture to ensure imagery met specifications and was delivered on time.

Washington, D.C.

Mr. Baker coordinated this project with the customer while working with the Secret Service to capture imagery in restricted areas of the nation's capital. The project consisted of 3" and 9" oblique and ortho imagery over 80 square miles. Deliverables included a 100-seat license for CONNECT image viewing software, 3" and 9" area-wide mosaics, an E-911 integration, and RapidAccess, and our Disaster Response Program included at no cost to oblique imagery customers. Products were on time, meeting the customer's requirements.

Prince William, VA

Mr. Baker managed the capture and delivery of 559 square miles of 4" and 9" imagery. He worked with Secret Service and Capitol police to coordinate the capture of the project area. He also presented to the county users in 2019 on the overview of the project and new features that the company has to offer.

Education

Business and Criminal Justice: Monroe Community College

www.Eagleview.com



Carl L. Schoenthal, PE
Senior Director of Professional Processes
Ensuring processes and projects meet the highest standards of professionalism

Carl.Schoenthal@Eagleview.com

Mr. Schoenthal has been a licensed professional engineer for more than 15 years with previous experience in project planning, process design, and project management at firms in Upstate New York State. He is responsible for overseeing and developing operations strategies utilized on photogrammetric projects and ensures that professional services are performed to meet applicable standards and industry best practices. Mr. Schoenthal supervises the ground control and mission planning prior to data capture, reviews and oversees client geo-spatial dataset integration, and reviews and prepares data for compliance reporting. He works with multiple stakeholders and customers to successfully deliver high accuracy imagery, LiDAR data, and other photogrammetric projects.

Professional Skills

Ground Control Oversight for Multiple Projects

Mr. Schoenthal is responsible for the planning and collection of ground control points for all projects. He reviews field data to ensure EagleView meets project specifications, prepares compliance testing and reports, and collaborates with subcontractors, as needed, to provide surveying services.

Project Management LARIAC

EagleView's 2017 project for Los Angeles Region Imagery Acquisition Consortium (LARIAC) consisted of 4" and 9" GSD, four-band digital ortho and true color oblique imagery for all of Los Angeles County and 45 constituent participating agencies. Mr. Schoenthal was responsible for the project's planning, scoping, execution, and deliverables. Daily duties included coordination and project status reporting, quality assurance, staffing, role assignment, managing workflows, and setting schedules and budgets.

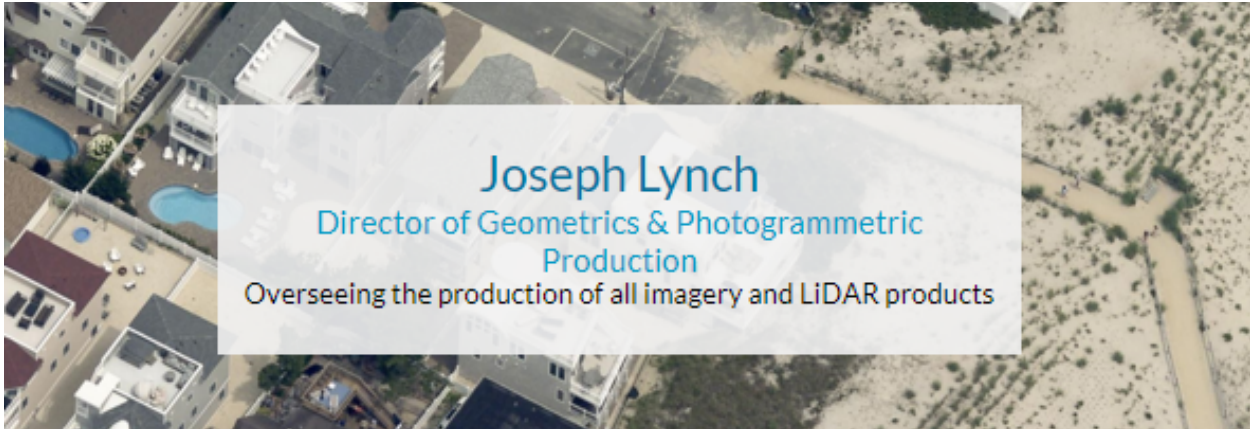
Professional Engineering Licenses in 29 States

Mr. Schoenthal is a registered Professional Engineer in the following states: New York, Pennsylvania, Texas, Kentucky, Louisiana, Oklahoma, Oregon, South Carolina, Minnesota, Wyoming, Alabama, New Mexico, Washington, Montana, Arizona, Virginia, Indiana, Florida, Arkansas, New Hampshire, Kansas, Utah, Connecticut, West Virginia, Maine, Maryland, Michigan, South Dakota, and Vermont.

Education

BS in Civil Engineering: SUNY Buffalo (Cum Laude)
MEng in Construction Engineering & Management: SUNY Buffalo
MS in Management: Roberts Wesleyan College

www.Eagleview.com



Joseph Lynch
Director of Geometrics & Photogrammetric
Production
Overseeing the production of all imagery and LiDAR products

Joseph.Lynch@Eagleview.com

Joe is an experienced transformational Operations leader with over 20+ years' experience in manufacturing, engineering, project management. Prior to joining EagleView, he was VP of Operations at Quadristi-Simcona in Rochester, NY. Additional career experiences include Site Operations Leader at Actuant-Elliott, Director of Engineering, Operations, and Quality at McAplon Industries, and Director of Engineered Products at Pulsafeeder. Throughout his career he has led significant growth and process improvement initiatives leveraging Lean and transitional value stream techniques. He has built and managed large teams (over 100 employees) and has passion for inspiring a strive for excellence and high performance. Joe believes in a hands on, analytical approach that leverages OPEX best practices and active participation from all levels in the team.

Professional Achievements

- Transformed a \$60M unionized pump company to value stream flow lines, which improved on-time delivery (OTD) from 60% to mid-90%, while improving costs for manufacturer.
- Implemented capital improvement projects for a \$70M sheet metal business, automating the cutting, welding, and stamping operation with robotics. This resulted in improved speed to customer and cost.
- Implemented rules-based configuration/engineering processes. This reduced quote-to-manufacturing release cycles from 4 weeks to 3 days, while also improving quality and costs.
- Implemented four different enterprise resource planning (ERP) systems for multiple businesses, which improved quote-to-cash speed and accuracies.
- Reorganized ERP of a \$100M flexible cable operation resulting in improved OTD performance and profitability within two years.

Education

Bachelor of Science in Industrial Engineering Technology: SUNY Buffalo

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7.5.3. Samples of Work/References

Since 2001, EagleView has served more than 2,000 clients across North America. We have provided imagery capture and worked closely with customers throughout Texas on projects of similar scope as requested in this RFP. For more about our project management and aerial imagery experience in your area, please contact the following references.

Ark-Tex Council of Governments

<i>Contact</i>	Rea Allen, 911 Program Director
<i>Address</i>	4808 Elizabeth St, Texarkana, TX 75503
<i>Phone</i>	(903) 255-3521
<i>Email</i>	rallen@atcog.org
<i>Project Description</i>	EagleView has captured and delivered multiple oblique and ortho imagery projects for ATCOG, covering their entire service region. We have customized the deliveries to work in their 911 centers and implemented an integration with their 911 software provider.

Golden Crescent Regional Planning Commission

<i>Contact</i>	Donna Burger, 9-1-1 Program Specialist
<i>Address</i>	1908 N Laurent St, Victoria, TX 77901
<i>Phone</i>	(361) 578-1587
<i>Email</i>	donnab@gcrpc.org
<i>Project Description</i>	EagleView has captured and delivered multiple oblique and ortho imagery projects for GCRPC, covering their entire service region. We have customized the deliveries to work in their 911 centers and implemented an integration with their 911 software provider.

Permian Basin Regional Planning Commission

<i>Contact</i>	Laura Torres, 9-1-1 Director
<i>Address</i>	2910 La Force Blvd, Midland, TX 79706
<i>Phone</i>	(432) 563-1061
<i>Email</i>	laura.torres@pbrpc.org
<i>Project Description</i>	EagleView has captured and delivered multiple oblique and ortho imagery projects for PBRPC, covering various size areas within their region. We have customized the deliveries to work in their 911 centers and implemented an integration with their 911 software provider.

7.6 Documentation of Readiness and Capacity to Perform

Readiness and Capacity

To manage capacity and ensure timely delivery to customers across the U.S. and Canada, Eagleview relies on our comprehensive flight planning procedures and robust fleet for efficient capture and delivery.

Flight Planning

Flight plans consist of several flight lines, which tell pilots where to navigate, and each flight line contains waypoints that indicate when specific cameras will fire. Key components of the flight planning process include:

The Customer: The flight planning process begins with CVCOG and EagleView's District Manager and Project Manager, who will work together to develop a map based on your AOI that CVCOG provided in the RFP process.

Airspace: A finalized map goes to Flight Planning, where the team reviews airspace classifications and possible restrictions in your AOI.

Elevation Data: Flight Planning reviews elevation data from the USGS National Elevation Dataset to generate an elevation grid and determine appropriate flight altitudes for the project. (If provided, custom elevation will be applied to images during processing).

Safety: Using elevation data, the Flight Planning team also determines whether the AOI is safe to fly. At all times, pilots must stay at least 2 miles from forward obstacles (i.e., mountains) and 0.5 miles from lateral obstacles. Aircraft must be at least 1,000 feet above ground level, and maximum altitudes must be at 12,500 and 16,000 feet above sea level, depending on the type of aircraft.

Tiering: Flight Planning groups sectors together based on airspace requirements, elevation data, and aircraft and camera system to be used. Flight Planning then generates flight lines in each of these tiers. Based on the tiers and flight parameters, Flight Planning uses EagleView software to assign a shot pattern that tells the cameras when to fire.

Special Considerations: If CVCOG decides to purchase oblique imagery as part of the ortho capture then flight lines may extend beyond the AOI. These "look-in lines" are necessary to capture oblique imagery across the entire AOI. Additional flight lines may be flown between tiers to capture all oblique views.

Communication: Pilots load flight plans onto the aircraft computer prior to capture. Pilots or Flight Operations use these flight plans to coordinate with Air Traffic Control each day of capture.

EagleView's Fleet

We maintain a growing fleet of more than 130 aircraft, including Cessna 172 single-engine and Piper Aztec twin-engine airplanes, strategically based across the United States and Canada. This fleet allows us to logistically capture imagery in different regions simultaneously.

We train all pilots on our technology, policies, and procedures. We require flight vendors and pilots to maintain and operate aircraft in strict accordance with the regulations of the Federal Aviation Administration (FAA) and the Civil Aeronautics Board and the Civil Aviation Directorate (TCCA).

Pilots follow strict procedures for automatic detection and rejection of any capture that goes beyond the parameters set forth for the project. Pilots have the authority to vector off flight lines as required by current flight conditions, air traffic, and air traffic control. In these instances, our software automatically records where the pilot suspended the flight line, allowing the pilot to later resume collection and obtain complete coverage. Depending on the needs of the customer and capture conditions, pilots can resume the flight where it was suspended, re-fly the flight line where the interruption occurred, or re-fly the sortie.



Estimated Capture and Delivery Timeline

EagleView will work with the CVCOG to establish an agreed-upon schedule for communication and status reports. In general, EagleView provides progress updates during each major milestone of the project.

This chart below outlines main phases of your project:

Phase	Description
<i>Planning</i>	Approximately one month prior to image acquisition, The Project Manager (PM), will host a kick-off meeting via conference call with CVCOG to verify essential project details. Upon confirmation, flight plans will be created, and capture assets will be assigned to the project. PM will reach out again as assets arrive to the project area.
<i>Capture</i>	We will capture the CVCOG’s imagery when the sun angle is 30° or greater using a single- or twin-engine aircraft equipped with our patented camera system. This platform can simultaneously capture high-resolution ortho and oblique imagery. We plan to complete capture in your requested timeframe.
<i>Post-Processing</i>	Our Geomatics team will post-process the imagery, turning the raw data into geo- referenced imagery. The team will also review the quality of the images and inspect for any capture issues. If images do not meet quality standards, the team will mark imagery for recapture. We review imagery while aircraft are still in the project area for efficient deployment should a re-fly be necessary.
<i>Oblique Production (when applicable)</i>	We will incorporate elevation data into oblique imagery through our patented Tessellated Ground Plane (TGP) process. The tessellation process extracts geographic coordinates and elevation data for each oblique image pixel and associates it with the corresponding position on the TGP. We use proprietary software to determine image- to-image as well as camera-to-camera accuracy. All oblique imagery undergoes a 12- step quality control review process prior to final delivery.
<i>Ortho Production</i>	Our Geomatics team will produce visualization-grade orthomosaics from the ortho imagery. The team will: <ul style="list-style-type: none"> • Color balance imagery to eliminate areas of significant contrast

	<ul style="list-style-type: none"> Fully QC all final deliverables
<i>Delivery</i>	<p>Early Access: At no additional cost, CVCOG will receive your preliminary ortho and oblique imagery within 10–14 days post-capture through our web-based image-viewing platform, CONNECT. You can login and access your ortho and oblique imagery immediately following preliminary processing and quality control checks. Oblique imagery can be viewed through an extension in ArcGIS and through an online software, CONNECTExplorer. If CVCOG has existing software in use, EagleView will provide development code at no charge to integrate the oblique imagery with CVCOG’s existing software.</p> <p>Product Delivery: Within 45-60 days after final capture, we plan to deliver oblique imagery and ortho tiles and orthomosaics on a hard drive. This imagery will be available on CONNECT.</p>

Project Timeline

	Milestone	Details	Start Date	End Date
1	CVCOG Timeline		11/15/23	04/09/24
2	Planning		11/15/23	12/01/23
3	Project Review and Setup		11/15/23	11/15/23
4	Transfer DEM to EV		11/15/23	11/24/23
5	Flight Planning		11/15/23	11/27/23
6	Staging		11/27/23	12/01/23
7	Acquisition		12/01/23	02/28/24
8	Weekly Capture Progress Report		12/01/23	02/15/24
9	Image Collection	*Weather could impact this timeline	12/01/23	02/15/24
10	Touch-Up Flights	*Weather could impact this timeline	02/16/24	02/28/24
11	Image Production		02/28/24	04/09/24
12	Applanix POS/GNSS Processing		02/28/24	03/07/24
13	Standard Imagery Production		03/07/24	04/09/24
14	Delivery		12/07/23	04/09/24
15	Early Access	Early Access imagery available 7-14 days after time of capture.	12/07/23	04/09/24
16	Standard Delivery (Hard Drive and Connect I		04/09/24	04/09/24

7.7 Warranty Information

EagleView will negotiate mutually agreeable terms for all services provided.

Forms and Certifications

7.8. Acknowledgement of Addenda Form

7.9. Certification Regarding Debarment, Suspension, and Other Responsibility Matters

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The Primary Participant, _____ (major third-party proposer, bidder or offeror), certifies to the best of its knowledge and belief, that it and its principals:

- Are not presently debarred, suspended, proposed for Debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal or State department or agency;
- Have not within a three-year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of a fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- Are not presently indicated for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any of the offenses enumerated in the second bullet point of this certification; and
- Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or Local) terminated for cause or default.

*If the primary participant is unable to certify any of the statements in this certification, the participant shall attach an explanation to this certification.

THE PROPOSER, BIDDER, OR OFFEROR, _____, CERTIFIES AND AFFIRMS THE TRUTHFULNESS AND ACCURACE OF EACH STATEMENT OF ITS CERTIFICATION AND DISCLOSURE, IF ANY. IN ADDITION, THE PROPOSER UNDERSTANDS AND AGREES THAT THE PROVISIONS OF 31 USC §§ 3801 ET SEQ. APPLY TO THIS CERTIFICATION AND DISCLOSURE, IF ANY.

Name of authorized official: _____

Title of authorized official: _____

Signature: Robert J. Locke

Date: _____

****If primary participant attaches an explanation for no signature above, please have the following signed:**

The undersigned chief legal counsel for _____ hereby certifies that the _____ has authority under state and local law to comply with the subject assurances and the certification above has been legally made.

Signature of Applicant's Attorney

Date

7.10. Historically Underutilized Business (HUB) Certification

HISTORICALLY UNDERUTILIZED BUSINESS (HUB) CERTIFICATION

Firm Name:	
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A HUB Subcontracting Plan _____ IS _____ IS NOT required as part of this Solicitation.

In accordance with Texas Government Code §2161.252 and the Texas Administrative Code (TAC) Title 34, part 1, Chapter 20 Subchapter B Section §20.14, each state agency as defined by TGC §2151.002 that considers entering into a contract with an expected value of \$100,000 over the life of the contract including any renewal terms shall, before the agency solicits bids, proposals, offers or other applicable expressions of interest, determine whether subcontracting opportunities are probable under the contract.

If subcontracting opportunities are probable, each state agency's invitation for bids or other purchase solicitation documents, with an expected value of \$100,000 over the life of the contract including any renewal terms, shall state that probability and require a HUB Subcontracting Plan (HSP).

The purpose of the HUB Program is to promote equal business opportunities for economically disadvantaged persons (as defined by TGC §2161) to contract with the State of Texas in accordance with the goals specified in the State of Texas Disparity Study.

If the agency has determined that probable subcontracting opportunities have been identified in the scope of work, then all vendors, (HUB and Non-HUB), must include a completed HUB Subcontracting Plan with their response.

***IF YOU ARE A CURRENT HUB CERTIFIED BY A STATE, PLEASE SUBMIT A COPY OF YOUR HUB CERTIFICATION WITH YOUR RESPONSE TO THIS SOLICITATION.**

HSP forms can be found at <https://comptroller.texas.gov/purchasing/vendor/hub/forms.php> under the “Historically Underutilized Business (HUB) Program” link.

Name of authorized official: _____

Title of authorized official: _____

Signature: _____

Date: _____

7.11. Disadvantaged Business Enterprise (DBE) Certification

DISADVANTAGED BUSINESS ENTERPRISE (DBE) CERTIFICATION

Firm Name:	
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This Certification _____ IS _____ IS NOT required as part of this Solicitation.

Policy: It is the policy of the U.S. Department of Transportation and the Texas Department of Transportation that DBE's as defined in 49 CFR Part 23 as amended, shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with the Federal and/or state funds under the agreement which results from the Purchaser's acceptance of the contractor's offer. Consequently, the DBE requirements of 49 CFR Part 23, as amended, applies to that agreement.

Obligation: The Bidder/Proposer/Offeror agrees to ensure that DBE's as defined in 49 CFR Part 23, as amended, have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under the agreement which results from the Purchaser's acceptance of the contractor's offer. In this regard, all Proposers shall take all necessary and reasonable steps in accordance with 49 CFR Part 23, as amended, to ensure that DBE's have the maximum opportunity to compete for and perform contracts. Proposers shall not discriminate on the basis of race, color, national origin, or sex in award and performance of Department of Transportation assisted contracts.

***IF YOU ARE A CURRENT DBE, PLEASE SUBMIT A COPY OF YOUR DBE CERTIFICATION WITH YOUR RESPONSE TO THIS SOLICITATION.**

If you feel that your firm qualifies as a Disadvantaged Business Enterprise (DBE) under 49 CFR Part 26, please contact:

Jaylon Seales, DBE Liason Officer
c/o CVCOG Procurement Department
5430 Link Road
San Angelo, TX 76904
Telephone: 325-944-9666 ext. 282
Email: jaylon.seales@cvcog.org

Information regarding the DBE Program can be found here: <https://www.transportation.gov/civil-rights/disadvantaged-business-enterprise>

Name of authorized official: _____

Title of authorized official: _____

Signature: _____

Date: _____

7.12. Certification Regarding Lobbying

CERTIFICATION REGARDING LOBBYING

The Proposer/Bidder/Offeror certifies, to the best of its knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a federal department or agency, a member of the U.S. Congress, an officer or employee of the U.S. Congress, or an employee of a member of the U.S. Congress in connection with the awarding of any federal Contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification thereof.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal Contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instruction, as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96).
3. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants and contracts under grants, loans and cooperative agreements) and that all sub recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, USC § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

THE PROPOSER, BIDDER, OR OFFEROR, _____, CERTIFIES AND AFFIRMS THE TRUTHFULNESS AND ACCURACE OF EACH STATEMENT OF ITS CERTIFICATION AND DISCLOSURE, IF ANY. IN ADDITION, THE PROPOSER UNDERSTANDS AND AGREES THAT THE PROVISIONS OF 31 USC §§ 3801 ET SEQ. APPLY TO THIS CERTIFICATION AND DISCLOSURE, IF ANY.

Name of authorized official: _____

Title of authorized official: _____

Signature: Robt. J. Focke _____

Date: _____

7.13. Buy America Certification

The Certifications of Compliance with the Build America, Buy America Act are not applicable to the services and/or products we will be providing for this engagement as this is not an infrastructure project.

BUY AMERICA CERTIFICATION

Certification required for procurement of steel, iron, or manufactured products over \$100,000.

CERTIFICATION OF COMPLIANCE WITH BUY AMERICA REQUIREMENTS.

The Proposer/Bidder/Offeror hereby certifies that it will comply with the requirements of 49 USC 5323(j)(1), and the applicable regulatory provisions in 49 CFR Part 661.

Name of authorized official: _____

Title of authorized official: _____

Company: _____

Signature: Robt. J. Foke _____

Date: _____

OR

CERTIFICATION OF NON-COMPLIANCE WITH BUY AMERICA REQUIREMENTS.

The Proposer/Bidder/Offeror hereby certifies that it *cannot* comply with the requirements of 49 USC 5323(j)(1), and the applicable regulatory provisions in 49 CFR Part 661, but it may qualify for an exception.

Name of authorized official: _____

Title of authorized official: _____

Company: _____

Signature: _____

Date: _____

Information regarding Buy America can be found here: <https://www.govinfo.gov/content/pkg/CFR-2019-title49-vol7/xml/CFR-2019-title49-vol7-part661.xml>

7.14. Certification of Compliance with Build America, Buy America Act

CERTIFICATION OF COMPLIANCE WITH THE BUILD AMERICA, BUY AMERICA ACT

CERTIFICATION OF COMPLIANCE WITH BUILD AMERICA, BUY AMERICA ACT REQUIREMENTS FOR INFRASTRUCTURE PROJECTS.

The Proposer/Bidder/Offeror hereby certifies that it will comply with the requirements of Public Law 117-58, Build America, Buy America, Public Law 117-58 (November 15, 2021), Section 70901, *et seq.*, the requirements of 49 USC 5323(j)(1), and the applicable regulatory provisions in 49 CFR Part 661.

Name of authorized official: _____

Title of authorized official: _____

Company: _____

Signature: Robert J. Locke

Date: _____

OR

CERTIFICATION OF NON-COMPLIANCE WITH BUILD AMERICA, BUY AMERICA ACT REQUIREMENTS FOR INFRASTRUCTURE PROJECTS.

The Proposer/Bidder/Offeror hereby certifies that it *cannot* comply with the requirements of Public Law 117-58, Build America, Buy America, Public Law 117-58 (November 15, 2021), Section 70901, *et seq.*, the requirements of 49 USC 5323(j)(1), and the applicable regulatory provisions in 49 CFR Part 661.

Name of authorized official: _____

Title of authorized official: _____

Company: _____

Signature: _____

Date: _____

Information regarding Build America, Buy America can be found here:

<https://www.whitehouse.gov/omb/management/made-in-america/build-america-buy-america-act-federal-financial-assistance/>

7.15. Prohibition on Contracts with Companies Boycotting Israel Form

PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING ISRAEL

Firm Name:	
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The 85th Texas Legislature approved new legislation, effective Sept. 1, 2017, which amends Texas Local Government Code Section 1. Subtitle F, Title 10, Government Code by adding Chapter 2270 which states that a governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it:

- 1) does not boycott Israel; and
- 2) will not boycott Israel during the term of the contract Pursuant to Section 2270.001, Texas Government Code:
 - a. “Boycott Israel” means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and
 - b. “Company” means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.

The undersigned hereby warrants that the contractor:

- 1) Does not boycott Israel currently; and
- 2) Will not boycott Israel during the term of the contract; and
- 3) Is not currently listed on the State of Texas Comptroller’s Companies that Boycott Israel List located at <https://comptroller.texas.gov/purchasing/publications/divestment.php>

Name of authorized official: _____

Title of authorized official: _____

Signature: Robt. J. Locke _____

Date: _____

7.16. No Excluded Nation or Foreign Terrorist Organization Certification

NO EXCLUDED NATION OR FOREIGN TERRORIST ORGANIZATION CERTIFICATION

Firm Name:	
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Effective September 1, 2017, Chapter 2252 of the Texas Government Code provides that a Texas governmental entity may not enter into a contract with a company engaged in active business operations with Sudan, Iran, or a foreign terrorist organization – specifically, any company identified on a list prepared and maintained by the Texas Comptroller under Texas Government Code §§806.051, 807.051, or 2252.153. (A company that the U.S. Government affirmatively declares to be excluded from its federal sanctions regime relating to Sudan, Iran, or any federal sanctions regime relating to a foreign terrorist organization is not subject to the contract prohibition.)

By signature below, I certify and verify that the Proposer/Bidder/Offeror is not on the Texas Comptroller’s list identified above; that this certification is true, complete and accurate; and that I am authorized by my company to make this certification.

Name of authorized official: _____

Title of authorized official: _____

Signature: Robert J. Locke _____

Date: _____

7.17. Current W-9 Form

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.	See Specific Instructions on page 3.	<p>1 Pictometry International Corp. dba EagleView</p>	
		<p>2 Business name/disregarded entity name, if different from above</p>	
		<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC</p> <p><input checked="" type="checkbox"/> C Corporation</p> <p><input type="checkbox"/> S Corporation</p> <p><input type="checkbox"/> Partnership</p> <p><input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
		<p>5 Address (number, street, and apt. or suite no.) See instructions.</p> <p>PO Box 735288</p>	<p>Requester's name and address (optional)</p>
		<p>6 City, state, and ZIP code</p> <p>Dallas, TX 75373-5288</p>	
		<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
1	6	-	1	5	9	5	4	7	3

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ <u>Stephen P. Dorton</u> <small>Stephen P. Dorton (Jan 24, 2023 14:47 CST)</small>	Date ▶ Jan 24, 2023
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



REQUEST FOR PROPOSALS (RFP)

FOR

Aerial Imagery Services for Concho Valley Region

CVCOG Program: Public Safety / 9-1-1

Solicitation Number: 23-PUB-R-0079

PROCUREMENT CONTACTS

PRIMARY	SECONDARY
Jaylon Seales	Crystal Garcia
Contract & Open Records Manager	Procurement Lead
jaylon.seales@cvcog.org	crystal.garcia@cvcog.org
325-944-9666 ext. 282	325-944-9666 ext. 227

SOLICITATION TIMELINE

EVENT	DATE
CVCOG Date of Solicitation Issuance:	Wednesday – September 20 th , 2023
Pre-Submission Conference:	Tuesday – October 3 rd , 2023 10:30AM
Due Date for Written Questions:	Friday – October 6 th , 2023 5:00PM
Anticipated Posting of Agency’s Written Answers	October 10 th – October 13 th
Deadline for Submission of Proposals (4:30PM):	Friday – October 20 th , 2023 4:30PM
CVCOG Admin Review & Evaluation of Proposals:	October 23 rd – October 27 th
CVCOG Notice of Intent to Award:	Monday – October 30 th , 2023
Anticipated Commencement of Services:	December 2023/January 2024
Board Approval Date:	Wednesday – November 8 th , 2023
Submission Format:	Two (2) printed copies and one (1) combined PDF copy on a USB flash drive.

SIGNATURE PAGE

Submission of a response will constitute acknowledgement and acceptance of all the terms and conditions contained in this Solicitation. Respondents, their authorized representative, and their agents are responsible for obtaining, and will be deemed to have, full knowledge of the conditions, requirements, and specifications of this Solicitation at the time a response is submitted to Concho Valley Council of Governments.

Submission must be signed by a duly authorized representative(s) of the respondent, which must be the actual legal entity that will perform the contract if awarded and any total fixed price contained therein will remain firm for a period of ____ following the submission due date and can be further extended by mutual written agreement.

Respondent is REQUIRED to sign this Signature Page and return with the submitted response. An unsigned Submission will be deemed non-responsive.	
Legal Name of Entity/Individual:	
Doing Business As (DBA) Name:	
Company Mailing and Billing Address (if different from company address):	
City, State, Zip Code:	
Tax ID Number (EIN):	DUNS Number (if applicable):
Unique Entity ID (SAM.gov) REQUIRED (See pg. 10)	
Contact Person:	Phone Number:
Email Address:	

Authorized Signature personnel authorized to bind Respondent company to any contract/purchase order that may result from this Solicitation	
Authorized Signature:	Date:
Printed Name:	Title:
Email Address:	

All clarifications to this Solicitation will be in writing and identified as a Letter of Clarification. Verbal communications and other written documents intended to clarify and interpret will not legally bind the Concho Valley Council of Governments. Only information supplied by a written addenda and posted to the CVCOG website should be used in preparing submissions. Any addenda will be posted on the CVCOG website http://www.cvcog.org/cvcog/solicitations_procurement.html as soon as available. CVCOG does not assume responsibility for the receipt of any addenda by Respondent(s). Respondents must frequently check the CVCOG website for updates.

1. AGENCY INFORMATION AND INTRODUCTION

1.1. Agency Information

The Concho Valley Council of Governments, hereinafter referred to as “CVCOG”, is a voluntary organization of local governments organized in 1967 under authority granted by the Texas Legislature in 1965 (Chapter 391, Local Government Code). Under provisions of the law, Councils of Governments are political subdivisions of the state, but they are not governments because they have no authority to make laws, levy taxes, or exercise police powers. Councils of Governments are specifically authorized to:

- *conduct planning*
- *assist local governments in implementing plans*
- *provide technical assistance, grant writing and grant administration services*
- *contract with local, state and federal governments and other public and private agencies*
- *review and comment on applications for federal and state grants-in-aid and solid waste permits*
- *assist local governments in solving governmental problems*

The Concho Valley Council of Governments is one of 24 regional councils in Texas. The geographic boundaries of the councils must coincide with the state’s planning regions as designated by the Governor. Membership in Texas’ Councils of Governments includes almost 2,000 local governments and all of the state’s 254 counties.

Policy decisions for the Council are made by its Executive Committee composed of a representative chosen by the local government members of each county, a member of the board of the largest school district, a member representing the region’s largest city, and two members of the Texas legislature whose districts lie partially or wholly within the region.

One of the main goals of CVCOG is to foster a cooperative effort in resolving problems, policies, and plans that are common and regional. Included in CVCOG are the following programs:

- 2-1-1 Texas
- Aging and Disability Resource Center
- Area Agency on Aging
- Concho Valley Council of Governments Administration
- Concho Valley Transit District
- Criminal Justice
- Concho Valley Economic Development District
- Foster Grandparents
- Head Start and Early Head Start
- Homeland Security
- Concho Valley Regional Law Enforcement Academy
- Regional 9-1-1
- Regional Services
- RSVP
- Senior Companion
- Solid Waste
- VISTA

2. CONTRACTOR REQUIREMENTS: SCOPE OF WORK

2.1. Summary Statement

Concho Valley Council of Governments (CVCOG) is issuing this Request for Proposals (RFP) in order to procure the goods and/or services defined in Section 2, as specified in this RFP, from a contract between the successful proposer and the CVCOG. Concho Valley Council of Governments 9-1-1 Program is seeking responses from qualified and experienced contractors for this RFP to provide aerial imagery services for the Concho Valley Region in Texas as described in this solicitation. CVCOG anticipates awarding a multi-year contract to a single successful Proposer as a result of this RFP. Interested parties should submit a proposal and pricing for annual terms of up to five (5) years. Services provided by the awarded Contractor may not be needed every year.

A Proposer, either directly or through its subcontractor(s), must be able to provide all goods and/or services and meet all of the requirements requested in this solicitation and the successful Proposer (the Contractor) shall remain responsible for Contract performance regardless of subcontractor participation in the work.

2.2. Scope of Project and Project Requirements.

The contract resulting from this RFP will be an Indefinite Delivery, Indefinite Quantity Task-Order contract because the need to utilize the awarded Contractor will vary by year depending on funding and need.

The minimum limit to be provided by the awarded Contractor is: Services as defined in the Scope of Work, once per year, for one (1) year.

The maximum limit to be provided by the awarded Contractor is: Services as defined in the Scope of Work, once per year, for up to five (5) years.

Project Scope:

- Capture aerial color orthogonal imagery of the entire CVCOG 13-county geographical region consisting of Coke, Concho, Crockett, Irion, Kimble, Mason, McCulloch, Menard, Reagan, Schleicher, Sterling, Sutton, and Tom Green counties, Texas.
- Imagery shall be acquired when the ground is not obscured by snow, ice, clouds or fog, and the atmosphere is free of haze, smoke, dust and other environmental obstructions
- Respondents are expected to identify all levels of their quality assurance and quality control procedures that will be employed in evaluating and processing the imagery
- Imagery is to meet or exceed 6” resolution in all rural and neighborhood areas of the 13-county region
- The distribution of imagery products and supporting data, shall be the responsibility of the contractor. The contractor will provide separate USB hard drives that will be used to transfer deliverables and will become a part of the final delivery. Physical hard drive

deliverable of a minimum of (x1) regional external hard drive with all included imagery, as well as an external hard drive per county Public Service Answering Point (PSAP) consisting of Concho County (x1), Crockett County (x1), Irion/Sterling County (x1), Kimble County (x1), Mason County (x1), McCulloch County (x1), Menard County (x1), Reagan County (x1), Schleicher County (x1), Sutton County (x1), Tom Green County (x5) required

- Deliverable to include online portal downloadable imagery access for CVCOG staff and industry partners consisting of public safety agencies, appraisal districts, and other local governments within the CVCOG region, at no additional cost to partner agencies. CVCOG shall have downloadable imagery access for the entire term of the Agreement and an additional one (1) year after contract closeout.
- CVCOG will own the procured imagery upon project acceptance and have rights to share data and services with regional partners, vendors, regional appraisal districts, and other stakeholders
- The imagery should be fully compatible with ESRI's ArcGIS and Intrado's Mapflex and Spatial Command and Control platforms. The digital photography must be delivered with software tools that allow for cataloguing, extracting, viewing, measuring, analyzing and printing said photography. This imagery must also be georeferenced, and able to overlay parcel data, site structures, address points, and road centerlines.
- The data should be available in multiple requested formats including but not limited to area wide mosaics per county, regional mosaic, and ECW, JPG200 and MrSID compressed file formats
- Deliverable should include the ability to measure roads, structures and other objects captured in imagery via line segment and polygonal measuring tools
- Vendor must provide detailed training and support explanation of the products and services outlined in proposal
- Proposed costs must be itemized and all-inclusive

2.3. Project Preferences.

- Add north, south, east, west directional oblique imagery as part of the final deliverables which meets or exceeds 6" resolution
- Add rooftop/site structure outline dataset for the 2023/2024 capture and outline comparison service to compare building and rooftop data from CVCOG's previous imagery capture from 2018 to the new 2023/2024 capture
- Responding vendors are encouraged to offer multiple packages and price-points with varying resolution levels including but not limited to higher-resolution ortho and oblique

capture offerings (6-inch, 3-inch, 1-inch), higher resolution in more densely-populated neighborhood areas, rooftop dataset and comparison service, etc., if available

- Include deliverable to work directly with CVCOG’s existing 911 map vendor, Intrado, to facilitate and integrate new imagery into their map software, Mapflex and Spatial Command and Control, to allow telecommunicators to view/access the imagery on these platforms
- Include deliverable to work directly with CVCOG’s existing 911 map vendor, Intrado, to facilitate an update to the existing basemap imagery at the local server level (cached/tiled MrSID files may be requested for this purpose)
- Work directly with CVCOG’s existing webmap vendor, AppGeo, to facilitate the consumption of the new imagery as a service on the cvcog911.org AppGeo webmap address

2.4. Authoritative Regional Address Points.

Authoritative Regional Address Points can be found at www.cvcog911.org, additional information or contractors who need a digital GIS shapefile format will be made available upon request.

2.5. Timeframe for Completion of Services.

All imagery is to be captured on or between December of 2023 and February of 2024 as to accomplish “leaf-off” with final deliverables completed and invoiced prior to September 1, 2024

2.6. Inspection and Acceptance.

CVCOG shall have the right to inspect all goods or services provided by Contractor under the Contract resulting from this RFP. If, upon inspection, CVCOG determines that the goods or services are defective or require correction, CVCOG shall notify Contractor, and Contractor shall re-deliver the goods or provide the services at no additional cost to CVCOG. If after a period of thirty (30) days following delivery of goods or performance of services CVCOG does not provide a notice of any defects or needed corrections, the goods or services shall be deemed to have been accepted by CVCOG.

2.7. Requirements Applicable to Physical Goods.

In the case of physical goods (e.g., equipment, material, supplies, as opposed to services), all Products offered must comply with any applicable provisions of the Texas Business and Commerce Code, Title 1, Chapter 2 and with at least the following:

- a) Be new, unused, and not refurbished.
- b) Not be a prototype as the general design, operation and performance. This requirement is NOT meant to preclude Respondent from offering new models or configurations which incorporate improvements in a current design or add functionality, but in which new model or configuration may be new to the marketplace.
- c) Include all accessories which may or may not be specifically mentioned in the Solicitation, but which are normally furnished or necessary to make the Product ready for its intended use upon delivery. Such accessories must be assembled, installed and adjusted to allow continuous operation of Product at time of delivery.

- d) Have assemblies, sub-assemblies and component parts that are standard and interchangeable throughout the entire quantity of a Product as may be purchased simultaneously by any Customer.
- e) Be designed and constructed using current industry accepted engineering and safety practices, and materials.
- f) Be available for inspection at any time prior to or after procurement.

2.8. Payment Terms and Invoicing.

2.8.1.General.

The Contractor shall submit invoices to 5430 Link Rd. San Angelo, TX 76904 OR electronic invoice to procurement-dept@cvcog.org.

An invoice must include:

- a. Name and address of the Contractor;
- b. Invoice date;
- c. Invoice Number;
- d. Agreement number, contract line-item number and, if applicable, the order number;
- e. Description, quantity, unit of measure, unit price and extended price of the items delivered;
- f. Shipping number and date of shipment including the bill of lading number and weight of shipment if shipped on Government bill of lading;
- g. Terms of any prompt payment discount offered;
- h. Name and address of official to whom payment is to be sent; and
- i. Name, title, and phone number of person to be notified in event of defective invoice.

Invoices will be handled in accordance with the Prompt Payment Act (31 U.S.C.3903).

Payment shall be made for items accepted by CVCOG that have been delivered to the delivery destinations set forth in this agreement. CVCOG will make payment in accordance with the Prompt Payment Act (31 U.S.C.3903). In connection with any discount offered for early payment, time shall be computed from the date of the invoice. For the purpose of computing the discount earned, payment shall be considered to have been made on the date which appears on the payment check or the specified payment date if an electronic funds transfer payment is made.

Invoices for final payment shall be clearly marked as “FINAL” and submitted when all work requirements have been completed and no further charges are to be incurred under the Contract. In no event shall any invoice be submitted later than 60 calendar days from the Contract termination date.

2.8.2.Invoice Submission Schedule.

The Contractor shall submit invoices in accordance with the following schedule:

- a. For items of work for which there is one-time pricing, those items shall be billed in the month following the acceptance of the work by CVCOG.

- b. For items of work for which there is annual pricing, those items shall be billed in equal monthly installments for the applicable Contract year in the month following the performance of the services.

2.8.3.Travel Reimbursement.

- a. There shall be no reimbursement for Routine Travel. Contractor shall not be reimbursed for Non-Routine Travel without prior approval from CVCOG.
- b. Routine Travel is defined as travel within a 50-mile radius of CVCOG’s base location, as identified in the RFP, or the Contractor’s facility, whichever is closer to the consulting site. There will be no payment for labor hours for travel time or reimbursement for any travel expenses for work performed within these radiuses or at the Contractor’s facility.

3. GENERAL CLAUSES AND INFORMATION

3.1. CVCOG Terms & Conditions.

Proposer, by submitting a proposal, or delivering the supplies or performing the services identified herein, agrees to comply with all the CVCOG Terms and Conditions and all specifications and other documents that this Solicitation incorporates by reference or attachment. Concho Valley Council of Governments Terms & Conditions can be located here:

<https://www.cvcog.org/cvcog/docs/Procurement/CVCOG%20Terms%20&%20Conditions%20Rev%20July%202023.pdf>

Exceptions to the CVCOG Terms & Conditions are not permitted. These Terms & Conditions will be included in the resulting Contract with the selected Proposer.

3.2. Solicitation Cancellation, Postponement, and Changes to Solicitation.

3.2.1.Solicitation Cancellation.

CVCOG reserves the right to modify, cancel, or withdraw in part or in its entirety the RFP. The reason for cancellation will be supported, at a minimum, by the agency’s reasoned judgment based on evidence or facts contained in the administrative record.

In accordance with FAR 15.206 (e), if, in the judgment of the contracting officer, based on market research or otherwise, an amendment proposed for issuance after offers have been received is so substantial as to exceed what prospective offerors reasonably could have anticipated, so that additional sources likely would have submitted offers had the substance of the amendment been known to them, the contracting officer shall cancel the original solicitation and issue a new one, regardless of the stage of the acquisition.

3.2.2.Solicitation Amendments.

CVCOG reserves the right to revise or amend the specifications up to the due date of submissions. Such revisions and amendments, if any, shall be announced by Addendum to this Solicitation in the same manner as the original advertisement.

3.2.3.Solicitation Postponement.

If the revisions and Addenda require changes in quantities or prices proposed, or both, the due date for submission may be postponed by such number of days as in the opinion of the Procurement Department shall enable vendors to revise their responses.

CVCOG reserves the right to postpone a solicitation for any reason deemed necessary by the Procurement Department.

3.3. Samples.

Samples, when required, must be submitted at no expense to CVCOG. If not destroyed or consumed during testing, samples will be returned upon request at Offeror's expense. Samples will be used to determine if the proposed items meet the specifications stated in the Solicitation. If Respondent fails to provide samples within five (5) day period, as required, CVCOG may reject the Response and not consider it for further evaluation.

3.4. Measurements.

If any measurement stated for items are approximates. CVCOG reserves the right to accept items that are similar in size, if in CVCOG's judgment, the item offered fulfills the intended purpose.

3.5. Variances.

Any variance in the specifications or performance of Products offered pursuant to this Solicitation will be deemed acceptable to CVCOG only if the variance MEETS or EXCEEDS the specifications and requirements of this Solicitation.

3.6. Brand Name or Equivalent.

Wherever in the specifications any materials or processes are indicated or specified by patent of proprietary name and/or by name of manufacturer, such specifications will be deemed to be used for the purpose of facilitating descriptions of the performance, materials and/or processes desired and must be deemed to be followed by the words, "or equivalent", if not stated in the specifications. The burden of proof will rest with the Respondent, in the course of a technical evaluation, to prove that the proposed item(s) are equivalent to the performance, materials, processes, or articles specified. Determination as to whether the items(s) proposed is/are equivalent to those specified will rest solely with CVCOG. If a respondent is offering an "or equivalent" item, respondent must list the manufacturer's name and product number of the item offered. If this detail is not provided, it will be assumed respondent is offering the exact item specified. CVCOG's decision whether an item is an equivalent to the item specified is final.

3.7. Interpretation of Specifications.

The specifications and/or product references contained herein are intended to be descriptive rather than restrictive. CVCOG is soliciting responses to provide a complete service package which meets its overall requirements. Specific services and collection references may be included in this Solicitation for guidance, but they are not intended to preclude Respondents from recommending alternative solutions offering comparable or better performance or value. Results of informal meetings or discussions between a potential Respondent and CVCOG official or employee may not be used as a basis for deviations from the requirements contained in this Solicitation. The intent of the specifications is to provide Respondent with sufficient information concerning the Products/Services to be contracted so Respondent can prepare and submit an acceptable Response. The specifications may be detailed or general in nature. Details

of construction, materials, or the way in which services will be provided, are left to the discretion of the Respondent, provided only that any offering must conform, as a minimum, to best Industry standards and practices and to what is currently being sold in the marketplace. Requirements contained in the Solicitation are not considered to be biased toward any Respondent(s) competing under this Solicitation.

3.8. Rights to Submitted Material.

All materials submitted by the Proposer in response to this RFP shall become the property of CVCOG.

3.9. Public Information.

All information, documentation, and other materials submitted in response to this Solicitation are considered non-confidential and/or non-proprietary and are subject to public disclosure under the Texas Public Information Act (Texas Government Code, Chapter 552.001, et seq.) after the solicitation is completed. The awarded contractor strictly complies with all statutes, court decisions, and opinions of the Texas Attorney General with respect to disclosure of solicitation information.

3.10. Confidential/Proprietary Information.

Proposals will not be opened publicly. All Proposals shall be kept confidential and not disclosed to competing Proposers or any outside individuals until the evaluation process is finished.

The CVCOG will keep confidential any trade secrets and/or proprietary information which the Proposer does not wish to be disclosed. For such information, the Proposer must mark each page in boldface at the top and bottom as “**CONFIDENTIAL/PROPRIETARY INFORMATION**”. Cost information shall not be deemed confidential.

CVCOG shall not be liable for disclosure of any proprietary information that is not clearly identified as such in the Proposal.

3.11. No Reimbursement for Costs.

Contractor acknowledges and accepts that any costs incurred from the contractor’s participation in this Solicitation shall be at the sole risk and responsibility of the Contractor.

3.12. Taxes.

Purchases made by CVCOG are exempt from the State Sales Tax and Federal Excise Tax. Agency will furnish Tax Exemption Certificates upon request. Respondent represents and warrants that it shall pay all taxes or similar amounts resulting from the contract, including, but not limited to, any federal, State, or local income, sales or excise taxes of Contractor or its employees. CVCOG shall not be liable for any taxes resulting from the contract.

3.13. Funding Source Requirements.

Grant funds used to purchase these products/services may be provided from local, state, and/or federal sources. The successful Respondent must comply with any and all modifications that are enacted by the federal, state, local governments throughout the life of the Award and for any contract it executes with CVCOG as a result of this solicitation.

All Respondents must certify they are not on the Texas Comptroller's list of ineligible contractors. The single successful Respondent shall be required to comply with all applicable Equal Employment Opportunity laws and regulations. HUB and/or DBE vendors will be afforded full opportunity to submit proposals and compete for subcontracting work and will not be discriminated against on the basis of race, color, religion, sex, national origin, or disability.

4. MINIMUM VENDOR QUALIFICATIONS

4.1. Eligible Contractors.

Only individuals or firms from lawfully formed business organizations may apply. CVCOG will contract only with the individual and/or firm that submits a responding proposal and is not on hold with the Texas and/or Federal Government. Individuals and/or firms will be on contract and will not be considered an employee of CVCOG nor will the firm and/or individual be eligible for any benefits provided by CVCOG.

4.2. Unique Entity Identifier and System for Award Management.

****Successful Proposer must be registered to do business with the U.S. Government through www.sam.gov prior to award of Contract. ****

If not already registered, Proposers shall register their entity to do business with the U.S. federal government by completing the entity registration process at SAM.gov. Active registration in SAM.gov provides your entity the ability to apply for federal grants or loans or bid/propose on government contracts.

The Contractor shall maintain registration in SAM during contract performance and through final payment of any contract, basic agreement, basic ordering agreement, or blanket purchasing agreement. The Contractor is responsible for the currency, accuracy and completeness of the data within SAM, and for any liability resulting from the Government's reliance on inaccurate or incomplete data. To remain registered in SAM after the initial registration, the Contractor is required to review and update on an annual basis, from the date of initial registration or subsequent updates, its information in SAM to ensure it is current, accurate and complete. Updating information in SAM does not alter the terms and conditions of this contract and is not a substitute for a properly executed contractual document.

4.3. Historically Underutilized Businesses and Disadvantaged Business Enterprise Contractors (HUB and DBE).

CVCOG encourages the participation of qualified vendors in the bidding/proposal process, emphasizing opportunities for small businesses, HUB and DBE vendors, and minority and/or women owned businesses.

4.4. Insurance Requirements.

Providing and maintaining adequate insurance coverage is a material obligation of the Proposer and is of the essence of any contract resulting from this RFP. All such insurance shall meet all laws and requirements of the State of Texas and CVCOG. Such insurance coverage shall be obtained from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business.

The successful Proposer shall at all times comply with the terms of such insurance policies, and all requirements of the insurer under any such insurance policies, except as they may conflict with existing Texas laws or this Contract. The limits of coverage under each insurance policy maintained by the Contractor shall not be interpreted as limiting the Contractor's liability and obligations under the Contract resulting from this RFP.

Proposer agrees that Proposer and Proposer's employees and agents have no employer-employee relationship with CVCOG. CVCOG shall not be responsible for the Federal Insurance Contribution Act (FICA) payments, federal or state unemployment taxes, income tax withholding, Workers Compensation Insurance payments, or any other insurance payments, nor will CVCOG furnish any medical or retirement benefits or any paid vacation or sick leave. Proposer is responsible for conduct of business operation, including employee salaries, travel, etc.

The Contractor shall maintain, at a minimum, the insurance coverages outlined below, or any minimum requirements established by law if higher, for the duration of the Contract, including option periods, if exercised:

General Liability

The Contractor must secure and maintain Commercial General Liability Insurance, including bodily injury, property damage, products, personal and advertising injury, and completed operations. This insurance must provide coverage for all claims that may arise from performance of the Contract or completed operations, whether by the Contractor or anyone directly or indirectly employed by the Contractor. Such insurance must include CVCOG as an additional insured for the entire length of the resulting contract. The Contractor shall provide liability insurance coverage written on the comprehensive form of policy of at least \$500,000 per occurrence.

Commercial Automobile Liability

The policy shall provide for bodily injury and property damage liability covering the operation of all automobiles used in connection with performing the contract. Policies covering automobiles operated in the United States shall provide coverage of at least \$200,000 per person and \$500,000 per occurrence for bodily injury and \$20,000 per occurrence for property damage. The amount of liability coverage on other policies shall be commensurate with any legal requirements of the locality and sufficient to meet normal and customary claims.

Workers' Compensation and Employer's Liability

To the extent required by law during the term of this Agreement, Contractor shall provide workers' compensation insurance for the performance of any of Contractor's duties under this Agreement, including but not limited to, coverage for workers' compensation and employer's liability and a waiver of subrogation, and shall provide CVCOG with certification of all such coverages upon request by CVCOG.

5. REPRESENTATIONS AND INSTRUCTIONS TO PROPOSERS

5.1. Pre-Proposal Conference.

The CVCOG will hold a virtual pre-proposal conference on the date and time and at the location described below:

Tuesday, October 3rd 2023 at 10:30AM

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MWM1NGY4ZTETM2Y2My00YzU5LTkzODctZTg4ODEzZDRiNGRk%40thread.v2/0?context=%7b%22Tid%22%3a%22f743336c-ab3c-45a5-98aa-417387c92e2e%22%2c%22Oid%22%3a%22be91f9ae-c0ff-4abf-bdbd-a525218f6f3d%22%7d

Attendance is optional, but strongly encouraged.

This conference and the subsequent deadline for questions will be the only opportunity for potential proposers to ask questions or gather further information before the submission of Proposals.

5.2. Amendments to Request for Proposals.

If this solicitation is amended, then all terms and conditions which are not modified remain unchanged. Proposers must acknowledge receipt of any amendment to this solicitation. CVCOG must receive the acknowledgement by the time and at the place specified for receipt of proposals.

5.3. False Statements.

Proposers must provide full, accurate, and complete information as required by this solicitation and its attachments. The penalty for making false statements in proposals is prescribed in 18 U.S.C. 1001.

5.4. Contact by Proposers.

To ensure a fair and competitive environment, direct communication between CVCOG employees other than the Solicitation Contact or any party able to create an unfair advantage to Respondent or disadvantage to other Respondents with respect to the Solicitation process, or the award of a Contract is strictly prohibited. This restriction does not apply to communications to other CVCOG employees during a Pre-Proposal/Bid or Response conference or other situations where the Solicitation Contact has expressly authorized direct communications with other staff. A Respondent who intentionally violates this requirement of the Solicitation process or otherwise deliberately or unintentionally benefits from such a violation by another party may have its Submission rejected in accordance with CVCOG Policy. Respondent(s) will not offer any gratuities, favors, or anything of monetary value to any official or employee of CVCOG (including any and all members of the evaluation committee) for the purposes of influencing consideration of any Submission.

5.5. Examination of Documents and Requirements.

Each Respondent must carefully examine all Solicitation documents and become thoroughly familiar with all requirements prior to submission to ensure the response meets the intent of this Solicitation. Respondent is responsible for making all investigations and examinations that are necessary to ascertain conditions affecting the requirements and become thoroughly informed regarding any plan and/or infrastructure that may be required to support delivery of any Product or Service covered by this Solicitation. Failure to make such investigations and examinations

will not relieve the Respondent from obligation to comply, in every detail, with all provisions and requirements of the Solicitation.

5.6. Submission of Proposals.

Proposals and proposal modifications shall be submitted in sealed envelopes or packages (unless permitted to submit by electronic means). Proposers shall submit sealed proposals by providing two (2) printed copies and one (1) combined PDF copy on a USB flash drive. Proposers using commercial carrier services must ensure that the proposal is addressed and marked on the outermost envelope or wrapper as prescribed below:

**SOLICITATION #: 23-PUB-R-0079
Concho Valley Council of Governments
Attention: Jaylon Seales
Contract & Open Records Manager
Procurement Department
5430 Link Road
San Angelo, TX 76904**

The exterior of the packaging/envelope must also indicate the proposing company or proposer's name.

Proposals submitted by electronic commerce shall be considered only if the electronic commerce method was specifically stipulated or permitted by the solicitation.

5.7. Questions, Clarifications, and Explanation to Prospective Proposers.

Any prospective proposer desiring an explanation or interpretation of the solicitation, drawings, specifications, etc., must request it in writing soon enough to allow a reply to reach all prospective proposers before the submission of their proposals. Oral explanations or instructions given before the award of a contract will not be binding. Any information given a prospective proposer concerning a solicitation will be furnished promptly to all other prospective proposers as an amendment to the solicitation, if that information is necessary in submitting proposals or if the lack of it would be prejudicial to other prospective proposers.

All contractors are encouraged to send any questions in writing to Jaylon Seales – Contract & Open Records Manager at jaylon.seales@cvcog.org by the Due Date for Written Questions. Answers and any supplemental materials pertaining to submitted questions will be posted to CVCOG website (www.cvcog.org) in the form of addenda addressing each submitted question. Questions and answers will be posted to the CVCOG website as soon as available. The names of respondents who submit questions will not be disclosed.

Except as provided in this solicitation and as otherwise necessary for the conduct of ongoing CVCOG business operations, proposers are expressly and absolutely prohibited from engaging in communications with CVCOG personnel who are involved in any manner in the review and/or evaluation of the proposals, selection of a respondent, and/or negotiation or formalization of a contract. Failure to follow the guidelines set forth in this solicitation regarding vendor communication could result in proposal rejection.

5.8. Solicitation Postponement and Addendum.

CVCOG reserves the right to revise or amend the specifications up to the due date for submission of proposals. Such revisions and amendments, if any, shall be announced by Addendum to this Solicitation in the same manner as the original advertisement. If the revisions and Addenda require changes in quantities or prices proposed, or both, the due date may be postponed by such number of days as in the opinion of the Procurement Department shall enable vendors to revise their submissions.

5.9. Late Submissions, Modifications and Withdrawals.

Proposers are responsible for submitting proposals, and any modifications or withdrawals, so as to reach the CVCOG Procurement Department by the time specified in the RFP. If no time is specified in the RFP, the time for receipt is 4:30 p.m., local time.

Any proposal, modification, or withdrawal received by CVCOG after the exact time specified for receipt of proposals is "late" and will not be considered. However, a late modification of an otherwise successful proposal that makes its terms more favorable to the Government, will be considered at any time it is received and may be accepted.

Acceptable evidence to establish the time of receipt at the CVCOG installation includes the time/date stamp of that installation on the proposal wrapper, other documentary evidence of receipt maintained by the installation, or oral testimony or statements of CVCOG personnel.

If an emergency or unanticipated event interrupt normal CVCOG processes so that proposals cannot be received at the exact time specified in the RFP and urgent Government requirements preclude amendment of the RFP, the time specified for receipt of proposals will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal Government processes resume.

Proposals may be withdrawn by written notice received at any time before the exact time set for receipt of proposals.

5.10. Preparation of Proposals.

Proposers are expected to examine the drawings, specifications, Schedule, and all instructions. Failure to do so will be at the proposer's risk.

If applicable, before submitting a proposal, proposers shall visit the site of the proposed work and shall fully inform themselves of all conditions in and about the work site, the building or buildings, if any, and any work that may have been done thereon. However, no proposer shall visit the site without prior authorization by CVCOG. Questions will not be answered during any site visit. Instead, questions resulting from the site visit must be submitted in writing.

Each proposer shall furnish the information required by the solicitation. The proposer shall sign the proposal and print or type its name on the Schedule and each continuation sheet on which it makes an entry. Erasures or other changes must be initialed by the person signing the proposal. Proposals signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

For each item offered, proposers shall (1) show the unit price, including, unless otherwise specified, packaging, packing, and preservation and (2) enter the extended price for the quantity of each item offered in the "Amount" column of the Schedule. In case of discrepancy between a unit price and an extended price, the unit price will be presumed to be correct, subject, however, to correction to the same extent and in the same manner as any other mistake.

Proposals for supplies or services other than those specified will not be considered unless authorized by the solicitation.

Proposers must state a definite time for delivery of supplies or for performance of services, unless otherwise specified in the solicitation.

Time, if stated as a number of days, will include Saturdays, Sundays, and holidays.

5.11. Minor Technicalities.

CVCOG reserves the right to waive minor technicalities and informalities; to only accept items as specified in the solicitation package. If either a unit price or extended price is obviously in error or the other is obviously correct, the incorrect price will be disregarded.

5.12. Request for Revised Proposals and Further Information.

CVCOG may request revised proposals or request further information from Proposers if it is in the best interest of CVCOG to do so.

5.13. Negotiations.

CVCOG may negotiate with the highest ranked Proposer. If CVCOG determines that negotiations have reached an impasse, CVCOG at its discretion may terminate negotiations with the selected Proposer and commence negotiations with the second highest-ranked Proposer. However, CVCOG may select a Proposal or Proposals for award without any discussions or negotiations.

5.14. Best and Final Offer (BAFO)

CVCOG may request Best and Final Offers if it is in the best interest of CVCOG to do so. Proposers are hereby notified that the selected firms are expressly prohibited from offering any rebates, parts credits and any other price discounts following contract award. Thus, the initial proposal should represent the "best offer." However, CVCOG may select a proposal or Proposals for award without a request for BAFO.

5.15. Multiple Awards.

In addition to other factors, proposals will be evaluated on the basis of advantages and disadvantages to CVCOG that might result from making more than one award (multiple awards). It is assumed, for the purpose of evaluating proposals, that \$500 would be the administrative cost to CVCOG for issuing and administering each contract awarded under this solicitation, and individual awards will be for the items or combinations of items that result in the lowest aggregate cost to CVCOG, including the assumed administrative costs.

5.16. Subcontractors.

The Proposer is required notify the CVCOG of any subcontractor(s) to be used to perform tasks and/or provide equipment on the project. CVCOG reserves the right to reject proposed subcontractors.

5.17. Solicitation Protests.

Prior to submission of an agency protest, all parties shall use their best efforts to resolve concerns raised by an interested party at the contracting officer level through open and frank discussions.

CVCOG Protest Procedures can be found here:

https://www.cvcog.org/cvcog/docs/Procurement/CVCOG_Procurement_Protest_Procedures_and_Standards_of_Conduct.pdf

5.18. Rejection of Individual Proposals.

- a) Any proposal that fails to conform to the essential requirements of the request for proposal shall be rejected.
- b) Any proposal that does not conform to the applicable specifications shall be rejected unless the solicitation authorized the submission of alternate proposals and the supplies offered as alternates meet the requirements specified in the solicitation.
- c) Any proposal that fails to conform to the delivery schedule or permissible alternates stated in the solicitation shall be rejected.
- d) A proposal shall be rejected when the proposer imposes conditions that would modify requirements of the solicitation or limit the proposer's liability to the Government, since to allow the proposer to impose such conditions would be prejudicial to other proposers. For example, proposals shall be rejected in which the proposer-
 - o Protects against future changes in conditions, such as increased costs, if total possible costs to the Government cannot be determined;
 - o Fails to state a price and indicates that price shall be "price in effect at time of delivery;"
 - o States a price but qualifies it as being subject to "price in effect at time of delivery;"
 - o When not authorized by the solicitation, conditions or qualifies a proposal by stipulating that it is to be considered only if, before date of award, the proposer receives (or does not receive) award under a separate solicitation;
 - o Requires that the Government is to determine that the proposer's product meets applicable Government specifications; or
 - o Limits rights of the Government under any contract clause.

- e) A proposer may be requested to delete objectionable conditions from a proposal provided the conditions do not go to the substance, as distinguished from the form, of the proposal, or work an injustice on other proposers. A condition goes to the substance of a proposal where it affects price, quantity, quality, or delivery of the items offered.
- f) Any proposal may be rejected if the contracting officer determines in writing that it is unreasonable as to price. Unreasonableness of price includes not only the total price of the proposal, but the prices for individual line items as well.
- g) Any proposal may be rejected if the prices for any line items or subline items are materially unbalanced.
- h) Proposals received from any person or concern that is suspended, debarred, proposed for debarment or declared ineligible as of the due date for submission shall be rejected unless a compelling reason determination is made.
- i) Proposals received from concerns determined to be not responsible pursuant to FAR Subpart 9.1 shall be rejected.
- j) When a bid bond and/or performance bond is required and a proposer fails to furnish the guarantee in accordance with the requirements of the RFP, the proposal shall be rejected, except as otherwise provided in FAR 28.101-4.

5.19. Rejection of All Proposals.

This solicitation does not commit CVCOG to award a contract.

In accordance with FAR 15.305 (b), CVCOG may reject all proposals received in response to a solicitation, if doing so is in the best interest of CVCOG.

5.20. Single Proposal Response.

If only one Proposal is received in response to this solicitation, a detailed cost analysis may be requested of the single Proposer.

5.21. Non-Response to Request for Proposals.

To help us improve the quality of our solicitations, and to make our procurement process more responsive and business friendly, please provide comments and suggestions regarding this solicitation. Please return your comments with your response. If you have chosen not to respond to this solicitation, please email the Procurement Contacts listed on Page 1 and advise the reason.

5.22. Contract Award and Execution.

Upon administrative review, evaluation, negotiations, and approval from CVCOG's Executive Board, CVCOG will prepare and submit a final contract to the awarded Proposer at the address provided in the Solicitation or via email. The awarded Proposer shall execute the contract within 7 days after the receipt of the contract.

6. EVALUATION CRITERIA

This proposal will be evaluated by an evaluation committee. An evaluation committee may consist of representatives from CVCOG and other stakeholders. The committee members will individually evaluate and numerically score each submission in accordance with the evaluation criteria section of this Solicitation. Submissions will be evaluated based on a total top score of 100. Respondents with a score of at least 80 may be eligible for a contract award recommendation, at the sole discretion of CVCOG. An award resulting from this Solicitation shall be awarded to the most responsive and responsible respondent whose Proposal is determined to be the most advantageous to CVCOG; taking into consideration best value, which includes price, delivery time, vendor past performance, etc.; moreover, the right is reserved to reject any and all submissions received and in all cases.

Responsiveness.

Responsive means that a Solicitation response must conform in all material respects to the requirements stated in any portion of the solicitation package. Responsiveness is determined from the submission documents themselves and, with very few exceptions, is determined with no discussions or further input from the respondent. Examples of submission responsiveness, as identified in other parts of the solicitation package, are:

- Are the submission documents complete and is any part of the response intentionally or inadvertently ambiguous? Is it susceptible to two or more reasonable interpretations?
- Were all Addenda to the solicitation acknowledged?
- Was the Proposal signed?
- Were all material representations and certifications completed and signed, including, but not limited to, federal requirements?

Responsibility.

A responsible Proposer is a company, which based on its submission, references, and any other pertinent information, has demonstrated it has the ability, willingness, and integrity to perform successfully under the terms and conditions of the Award and any contract resulting from the Solicitation. Consideration shall be given to such matters as defined elsewhere in this Solicitation. Examples of respondent responsibility, as identified in other parts of the Solicitation Package, are:

- Demonstrable integrity, record of past performance, and financial and technical resources needed to meet the required delivery and performance schedule, taking into consideration all the Proposer's existing commercial and governmental business commitments.
- The necessary organization, experience, accounting, and operational controls, and technical skills, or the ability to obtain them;
- Compliance with applicable licensing and tax laws and regulations;
- The necessary production, construction, and technical products and facilities, or the ability to obtain them.
- Compliance with Affirmative Action and Disadvantaged Business Program requirements; and
- Other qualifications and eligibility criteria necessary to receive an award under applicable laws and regulations.

In accordance with the above criteria, all proposals will be evaluated based on best value evaluation. Each of these areas will be subjectively scored and added together to get the overall 100 points. The

proposer(s) whose RFP response is complete, accepted, and who scores the most points will be selected as the contractor.

CVCOG will evaluate proposals based on the following:

6.1. Responsiveness (Pass/Fail)

Submission must be responsive to all material requirements that will enable the evaluation committee to evaluate submissions in accordance with the evaluation criteria to make a recommendation to CVCOG officials. This includes a signed signature page by a person authorized to bind the company to any contract/purchase order that may result from this Solicitation; and if subcontracting, may include the completed Small and Minority Business Affirmation Form.

6.2. Proposal Organization Evaluation (Up to 5 Points)

Evaluation of how well the Proposer's submission is organized and structured to facilitate the easy flow of critical information for evaluators.

6.3. Cost or Price Evaluation (Up to 20 Points)

Reasonable total price schedule. Demonstrated ability to deliver goods/services at a reasonable cost and all elements of cost detail are provided. Cost narrative clearly reflects the cost for providing the goods/services, is detailed and includes all costs required for successful project completion.

6.4. Technical Evaluation – Proposed Solution and Functionality (Up to 30 Points)

Evaluation of the proposed solution specifically highlighting the specifications, functionality, and compatibility in regards to the overall need.

6.5. Qualifications, Experience, and Performance History (Up to 25 Points)

Acceptable overall qualifications of company and key personnel as demonstrated in detailed narrative and qualifications statement. Demonstrated experience and effectiveness in providing like services for organizations. Demonstrated capability to provide the services outlined in the Solicitation; Minimum adequate references and samples are submitted and required information is provided; relative licenses or registrations are provided, if applicable.

Proposer has no history of major performance problems as reported in their proposal, and all references report excellent quality work.

6.6. Capacity and Readiness to Perform (Up to 20 Points)

Satisfactory evidence of respondent ability to manage and coordinate the types of activities described in this Solicitation and to produce the specified products or services on time. Evidence is provided of the availability and commitment of the firm and its principal(s) and key professionals to undertake the project.

7. REQUIRED SUBMISSION CONTENTS

The items listed below must be included with your proposal. Please reference and utilize the checklist provided in the Submission Forms and Certifications section of this RFP to ensure all required documents and information are included with your submission. Failure to respond to each item may

render the Proposal non-responsive, causing it to be rejected. Contents and suggested organization/structure of documents shall be as follows:

7.1. Signature Page.

Submit completed and signed Signature Page (located on page 2) and all required/applicable forms of the checklist provided on the last page of this solicitation. **Submission will be deemed non-responsive and will not be considered for evaluation if the Signature Page is not signed and submitted.**

7.2. Cover Letter/Narrative Statement.

The cover letter shall state the Proposer's name and summarize the main qualifications of the firm. A summary of key aspects of the contractor's qualifications and must indicate the commitment to provide the goods or services proposed and certify that all statements and information prepared and submitted in the response to this Solicitation are current, complete, and accurate; and that the proposed solution for the project meets all the requirements of this Solicitation.

7.3. Custom Itemized Price Proposal (Tax Exempt).

Provide a customized, itemized, and tax-exempt price proposal. The price proposal should include (but not be limited to) the following items where applicable:

- Item number
- Quantities
- Descriptions
- Unit Price
- Labor
- Resources
- Materials
- Equipment
- Time
- Delivery/Freight
- Installation
- Other items as deemed necessary by Proposer

7.4. Information Regarding Proposed Goods and/or Services – Technical Information/Specifications.

State in precise terms the goods and/or services you propose to provide. Please include a description of the key attributes or features of the goods and/or services. Provide information that is pertinent to your firm's ability to perform this contract.

7.5. Documentation of Qualifications, Experience, and Performance History.

7.5.1. Professional Personnel

Identify key personnel who will be assigned to service this contract.

7.5.2. Licenses/Certifications.

Provide any and all licenses, certificates, credentials, accreditations etc. as required to perform the work services requested.

7.5.3.Samples of Work/References.

Provide 2 - 4 references of similar contracts that you or your company has performed in the past 5 years. Provide contact information on the company serviced and the type of services performed. Please highlight any work samples that have been delivered to local government customers.

7.6. Documentation of Readiness and Capacity to Perform.

Indicate the time frame in which you would be prepared to begin this proposed service if your company is awarded this contract. Provide satisfactory evidence of ability to manage and coordinate the types of activities described in this Solicitation and to produce the specified products or services on time. Provide a statement about the availability and commitment of the firm and its principal(s) and key professionals to undertake the project.

7.7. Warranty Information.

Provide documentation related to any warranty for goods and/or services to be provided to CVCOG as a result of this solicitation.

7.8. Acknowledgement of Addenda Form.

7.9. Certification Regarding Debarment, Suspension, and Other Responsibility Matters.

7.10. Historically Underutilized Business (HUB) Certification.

7.11. Disadvantaged Business Enterprise (DBE) Certification.

7.12. Certification Regarding Lobbying.

7.13. Buy America Certification.

7.14. Certification of Compliance with Build America, Buy America Act.

7.15. Prohibition on Contracts with Companies Boycotting Israel Form.

7.16. No Excluded Nation or Foreign Terrorist Organization Certification.

7.17. Current W-9 Form with address for check remittance.

8. RESULTING CONTRACT INFORMATION

8.1. Type of Contract.

This is a **Fixed Cost** Task-Order contract. Per the desired term of the contract, the pricing submitted by the Proposer shall remain fixed for the initial term of the Agreement. All purchases during the term of the contract are subject to the pricing submitted to CVCOG unless mutually agreed upon in writing.

8.2. Term of Agreement.

The contract resulting from this RFP shall remain in force and effect for a period of three (3) years, beginning the date of award of contract. Upon completion of the term of the original contract and with mutual agreement of both parties, the contract may be extended for up to two (2) additional one-year terms, five (5) years total, under the terms and conditions of the original contract. In the event a new contract cannot be executed at the anniversary date of the original term or any renewal term, the contract may be renewed month-to-month until a new contract is executed.

8.3. Change Orders.

8.3.1. Effect of Change Order.

A Change Order authorizes a change in the Scope of the Work or an adjustment in the Contract Sum or the Contract Time. Work performed under a Change Order is subject to all provisions of the Contract Documents.

8.3.2. Modifications for Which a Change Order is Required.

All changes in the scope of the Work, the Contract Sum and the Contract Time shall be documented by a Change Order. Change Orders are the exclusive method for modifying the Contract Sum or Contract Time.

8.3.3. Agreed and Unilateral Change Orders.

A Change Order may be either an Agreed Change Order or a Unilateral Change Order. An Agreed Change Order is a Change Order jointly executed by the CVCOG and the Contractor, in which each agrees to all of the terms of the amendment. A Unilateral Change Order is a Change Order issued by the CVCOG without the agreement of the Contractor. Contractor shall comply with a Unilateral Change Order but shall be entitled to an equitable adjustment of the Contract Time and Contract Price.

SUBMISSION FORMS AND CERTIFICATIONS

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PROPOSAL SUBMISSION CHECKLIST

This checklist is provided for your convenience and is not required to be included with your submission.

The items in the checklist below are **REQUIRED** as part of your proposal/bid/offer. If your response to this solicitation does not contain the items below, your response may be rejected as a material failure to comply with advertised specifications.

Attachment Name	Check
Signature Page. See Page 2.	
Cover Letter/Narrative Statement.	
Customized, itemized, and tax-exempt price proposal.	
Information regarding proposed goods and/or services – technical information/specifications.	
Documentation of qualifications, experience and performance history of the proposer/bidder/offeror.	
Provide samples of work or references.	
Statement or documentation regarding proposer/bidder/offeror’s readiness and capacity to perform.	
Warranty information related to proposed goods and/or services.	
Proposer/bidder/offeror’s acknowledgement of all addenda.	
Certification Regarding Debarment, Suspension, and Other Responsibility Matters	
Historically Underutilized Business (HUB) Certification	
Disadvantaged Business Enterprise (DBE) Certification	
Certification Regarding Lobbying	
Buy America Certification	
Certification of Compliance with the Build America, Buy America Act	
Prohibition on Contracts with Companies Boycotting Israel Form	
No Excluded Nation or Foreign Terrorist Organization Certification	
Current W-9 Form	

CONTRACTOR REQUEST FOR CLARIFICATION (RFC) FORM

Requests for clarifications of any plans or specifications for this solicitation may be submitted on this form or sent to the Procurement Contacts via email. Any change or clarification of the project plans and specifications shall be in the form of a written addendum. This form is for informational purposes only and does not modify the proposal. Each Proposal should number all of its RFC forms sequentially starting at 1. Contractors requesting clarification shall complete the following:

Email form to contact(s) listed on page 1.

Firm Name:	
Sender / Contact Name:	
Mailing Address:	
Business Phone:	

RFC No.:	Solicitation Section:
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Question:

RFC No.:	Solicitation Section:
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PROPOSER'S ACKNOWLEDGEMENT OF ADDENDA

Firm Name:	
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Addendum Number:		Acknowledged (Y/N):		Date:	
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Addendum Number:		Acknowledged (Y/N):		Date:	

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The Primary Participant, _____ (major third-party proposer, bidder or offeror), certifies to the best of its knowledge and belief, that it and its principals:

- Are not presently debarred, suspended, proposed for Debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal or State department or agency;
- Have not within a three-year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of a fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- Are not presently indicated for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any of the offenses enumerated in the second bullet point of this certification; and
- Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or Local) terminated for cause or default.

*If the primary participant is unable to certify any of the statements in this certification, the participant shall attach an explanation to this certification.

THE PROPOSER, BIDDER, OR OFFEROR, _____, CERTIFIES AND AFFIRMS THE TRUTHFULNESS AND ACCURACE OF EACH STATEMENT OF ITS CERTIFICATION AND DISCLOSURE, IF ANY. IN ADDITION, THE PROPOSER UNDERSTANDS AND AGREES THAT THE PROVISIONS OF 31 USC §§ 3801 ET SEQ. APPLY TO THIS CERTIFICATION AND DISCLOSURE, IF ANY.

Name of authorized official: _____

Title of authorized official: _____

Signature: _____

Date: _____

****If primary participant attaches an explanation for no signature above, please have the following signed:**

The undersigned chief legal counsel for _____ hereby certifies that the _____ has authority under state and local law to comply with the subject assurances and the certification above has been legally made.

Signature of Applicant's Attorney

Date

HISTORICALLY UNDERUTILIZED BUSINESS (HUB) CERTIFICATION

Firm Name:	
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A HUB Subcontracting Plan _____ IS _____ IS NOT required as part of this Solicitation.

In accordance with Texas Government Code §2161.252 and the Texas Administrative Code (TAC) Title 34, part 1, Chapter 20 Subchapter B Section §20.14, each state agency as defined by TGC §2151.002 that considers entering into a contract with an expected value of \$100,000 over the life of the contract including any renewal terms shall, before the agency solicits bids, proposals, offers or other applicable expressions of interest, determine whether subcontracting opportunities are probable under the contract.

If subcontracting opportunities are probable, each state agency's invitation for bids or other purchase solicitation documents, with an expected value of \$100,000 over the life of the contract including any renewal terms, shall state that probability and require a HUB Subcontracting Plan (HSP).

The purpose of the HUB Program is to promote equal business opportunities for economically disadvantaged persons (as defined by TGC §2161) to contract with the State of Texas in accordance with the goals specified in the State of Texas Disparity Study.

If the agency has determined that probable subcontracting opportunities have been identified in the scope of work, then all vendors, (HUB and Non-HUB), must include a completed HUB Subcontracting Plan with their response.

***IF YOU ARE A CURRENT HUB CERTIFIED BY A STATE, PLEASE SUBMIT A COPY OF YOUR HUB CERTIFICATION WITH YOUR RESPONSE TO THIS SOLICITATION.**

HSP forms can be found at <https://comptroller.texas.gov/purchasing/vendor/hub/forms.php> under the “Historically Underutilized Business (HUB) Program” link.

Name of authorized official: _____

Title of authorized official: _____

Signature: _____

Date: _____

DISADVANTAGED BUSINESS ENTERPRISE (DBE) CERTIFICATION

Firm Name:	
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This Certification _____ IS _____ IS NOT required as part of this Solicitation.

Policy: It is the policy of the U.S. Department of Transportation and the Texas Department of Transportation that DBE's as defined in 49 CFR Part 23 as amended, shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with the Federal and/or state funds under the agreement which results from the Purchaser's acceptance of the contractor's offer. Consequently, the DBE requirements of 49 CFR Part 23, as amended, applies to that agreement.

Obligation: The Bidder/Proposer/Offeror agrees to ensure that DBE's as defined in 49 CFR Part 23, as amended, have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under the agreement which results from the Purchaser's acceptance of the contractor's offer. In this regard, all Proposers shall take all necessary and reasonable steps in accordance with 49 CFR Part 23, as amended, to ensure that DBE's have the maximum opportunity to compete for and perform contracts. Proposers shall not discriminate on the basis of race, color, national origin, or sex in award and performance of Department of Transportation assisted contracts.

***IF YOU ARE A CURRENT DBE, PLEASE SUBMIT A COPY OF YOUR DBE CERTIFICATION WITH YOUR RESPONSE TO THIS SOLICITATION.**

If you feel that your firm qualifies as a Disadvantaged Business Enterprise (DBE) under 49 CFR Part 26, please contact:

Jaylon Seales, DBE Liason Officer
c/o CVCOG Procurement Department
5430 Link Road
San Angelo, TX 76904
Telephone: 325-944-9666 ext. 282
Email: jaylon.seales@cvcog.org

Information regarding the DBE Program can be found here: <https://www.transportation.gov/civil-rights/disadvantaged-business-enterprise>

Name of authorized official: _____

Title of authorized official: _____

Signature: _____

Date: _____

CERTIFICATION REGARDING LOBBYING

The Proposer/Bidder/Offeror certifies, to the best of its knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a federal department or agency, a member of the U.S. Congress, an officer or employee of the U.S. Congress, or an employee of a member of the U.S. Congress in connection with the awarding of any federal Contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification thereof.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal Contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instruction, as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96).
3. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants and contracts under grants, loans and cooperative agreements) and that all sub recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, USC § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

THE PROPOSER, BIDDER, OR OFFEROR, _____, CERTIFIES AND AFFIRMS THE TRUTHFULNESS AND ACCURACE OF EACH STATEMENT OF ITS CERTIFICATION AND DISCLOSURE, IF ANY. IN ADDITION, THE PROPOSER UNDERSTANDS AND AGREES THAT THE PROVISIONS OF 31 USC §§ 3801 ET SEQ. APPLY TO THIS CERTIFICATION AND DISCLOSURE, IF ANY.

Name of authorized official: _____

Title of authorized official: _____

Signature: _____

Date: _____

BUY AMERICA CERTIFICATION

Certification required for procurement of steel, iron, or manufactured products over \$100,000.

<p>CERTIFICATION OF <u>COMPLIANCE</u> WITH BUY AMERICA REQUIREMENTS.</p> <p>The Proposer/Bidder/Offeror hereby certifies that it will comply with the requirements of 49 USC 5323(j)(1), and the applicable regulatory provisions in 49 CFR Part 661.</p> <p>Name of authorized official: _____</p> <p>Title of authorized official: _____</p> <p>Company: _____</p> <p>Signature: _____</p> <p>Date: _____</p>
--

OR

<p>CERTIFICATION OF <u>NON-COMPLIANCE</u> WITH BUY AMERICA REQUIREMENTS.</p> <p>The Proposer/Bidder/Offeror hereby certifies that it <i>cannot</i> comply with the requirements of 49 USC 5323(j)(1), and the applicable regulatory provisions in 49 CFR Part 661, but it may qualify for an exception.</p> <p>Name of authorized official: _____</p> <p>Title of authorized official: _____</p> <p>Company: _____</p> <p>Signature: _____</p> <p>Date: _____</p>
--

Information regarding Buy America can be found here: <https://www.govinfo.gov/content/pkg/CFR-2019-title49-vol7/xml/CFR-2019-title49-vol7-part661.xml>

CERTIFICATION OF COMPLIANCE WITH THE BUILD AMERICA, BUY AMERICA ACT

CERTIFICATION OF COMPLIANCE WITH BUILD AMERICA, BUY AMERICA ACT REQUIREMENTS FOR INFRASTRUCTURE PROJECTS.

The Proposer/Bidder/Offeror hereby certifies that it will comply with the requirements of Public Law 117-58, Build America, Buy America, Public Law 117-58 (November 15, 2021), Section 70901, *et seq.*, the requirements of 49 USC 5323(j)(1), and the applicable regulatory provisions in 49 CFR Part 661.

Name of authorized official: _____

Title of authorized official: _____

Company: _____

Signature: _____

Date: _____

OR

CERTIFICATION OF NON-COMPLIANCE WITH BUILD AMERICA, BUY AMERICA ACT REQUIREMENTS FOR INFRASTRUCTURE PROJECTS.

The Proposer/Bidder/Offeror hereby certifies that it *cannot* comply with the requirements of Public Law 117-58, Build America, Buy America, Public Law 117-58 (November 15, 2021), Section 70901, *et seq.*, the requirements of 49 USC 5323(j)(1), and the applicable regulatory provisions in 49 CFR Part 661.

Name of authorized official: _____

Title of authorized official: _____

Company: _____

Signature: _____

Date: _____

Information regarding Build America, Buy America can be found here:

<https://www.whitehouse.gov/omb/management/made-in-america/build-america-buy-america-act-federal-financial-assistance/>

PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING ISRAEL

Firm Name:	
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The 85th Texas Legislature approved new legislation, effective Sept. 1, 2017, which amends Texas Local Government Code Section 1. Subtitle F, Title 10, Government Code by adding Chapter 2270 which states that a governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it:

- 1) does not boycott Israel; and
- 2) will not boycott Israel during the term of the contract Pursuant to Section 2270.001, Texas Government Code:
 - a. “Boycott Israel” means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and
 - b. “Company” means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.

The undersigned hereby warrants that the contractor:

- 1) Does not boycott Israel currently; and
- 2) Will not boycott Israel during the term of the contract; and
- 3) Is not currently listed on the State of Texas Comptroller’s Companies that Boycott Israel List located at <https://comptroller.texas.gov/purchasing/publications/divestment.php>

Name of authorized official: _____

Title of authorized official: _____

Signature: _____

Date: _____

NO EXCLUDED NATION OR FOREIGN TERRORIST ORGANIZATION CERTIFICATION

Firm Name:	
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Effective September 1, 2017, Chapter 2252 of the Texas Government Code provides that a Texas governmental entity may not enter into a contract with a company engaged in active business operations with Sudan, Iran, or a foreign terrorist organization – specifically, any company identified on a list prepared and maintained by the Texas Comptroller under Texas Government Code §§806.051, 807.051, or 2252.153. (A company that the U.S. Government affirmatively declares to be excluded from its federal sanctions regime relating to Sudan, Iran, or any federal sanctions regime relating to a foreign terrorist organization is not subject to the contract prohibition.)

By signature below, I certify and verify that the Proposer/Bidder/Offeror is not on the Texas Comptroller’s list identified above; that this certification is true, complete and accurate; and that I am authorized by my company to make this certification.

Name of authorized official: _____

Title of authorized official: _____

Signature: _____

Date: _____

ATTACHMENTS

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Memo

To: Executive Committee

From: Mason Wheeler

Date: 11/8/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 11

ITEM 11

Mason Wheeler is seeking consideration and approval to award a contract to Pictometry International Corp. dba EagleView for the CVCOG 9-1-1 Program's Aerial Imagery project to benefit the Concho Valley. This project includes high-resolution ortho and oblique imagery for \$1,100,000, and an optional package for building outline capture and rooftop comparison. Total project expense not to exceed \$1,300,000, with the option to execute a second project within five (5) years, not to exceed an additional \$1,300,000. Total 5-year contract value not to exceed \$2,600,000.

Approved at the Executive Committee Meeting on November 8, 2023.

SQUARE - CREDIT/DEBIT CARD ACCEPTANCE POLICY

OBJECTIVES

The objectives of this chapter are to ensure that:

- Credit/Debit Card payments are made only for authorized business purposes, goods and services received;
- Credit/Debit Card payments are processed efficiently and accurately;
- Credit/Debit Card refunds are processed efficiently and accurately by a member of finance only;
- The CVCOG' s liabilities and expenses are accurately recorded

POLICIES

The CVCOG' s Square – Credit/Debit Card Acceptance Policy has been established and must be followed in the performance of accepting credit/debit cards as a means of payment for authorized business purposes, goods, and services received. We accept Visa, Mastercard, American Express, and Discover.

Such purposes include but are not limited to:

- Transportation/Charter Services
- Bus Passes
- Facility Rentals
- Course Fees
- Key Card Replacement Fees

POINT OF SALE

Square transactions may only take place on COG issued tablets/phones with the Square swipe device or using the Square terminal to include manually keyed entries. This is to include payments in person or over the phone.

Upon acceptance of each credit/debit card transaction, the associated processing rate will be added to the total for each transaction. The associated processing rate is not to exceed what is charged by Square or to be removed by the merchant. The associated processing rate will be communicated verbally to the customer and in writing when available, at the Point of Sale.

Processing fees will be calculated as the following:

- Processing rate for Square is 2.6% + \$0.10 for swiped, tapped, or inserted chip cards.
- Processing rate for Square is 3.5% + \$0.15 for manually entered credit/debit cards.

\$2.00 bus pass x 2.6% + \$0.10 = \$2.15 to be swiped, tapped, or inserted

$\$30.00$ monthly pass $\times 2.6\%$ + $\$0.10 = \30.88 to be swiped, tapped, or inserted

$\$2.00$ bus pass $\times 3.5\%$ + $\$0.15 = \2.22 to be manually keyed in.

$\$30.00$ monthly pass $\times 3.5\%$ + $\$0.10 = \31.20 to be manually keyed in.

INCORRECT AMOUNT SOLD

In the event of an incorrect transaction amount being processed, a new sale will be made for the correct amount inclusive of the process rate. If necessary, a refund will be initiated by a member of the Finance department within 3 business days. However, processing time for the refund may vary based on the customer's issuing bank/card services.

REFUNDS

Refunds will be issued by a member of finance personnel only and will be done so within 3 business days. Refunds will be issued for incorrect transaction amounts processed and/or errors made by the processor inclusive of the processing rate. If a refund is requested by the customer for any reason after 3 days, a member of the Finance department will research the transaction and respond to the customer within one week of the request. Any refunds requested by the customer, and not in error of the processor, will be processed for the good/service purchased less the process rate. All refunds will be issued back to the card of the original transaction.

RECONCILIATION

The section may vary per department.

For CVT:

CVT Finance will track all sales and deposits per the Square dashboard, CVTD Scheduling Software, and Bank dashboard and provide a report to the Director of Finance on a weekly basis. The Director of Finance will be responsible for transferring of funds from a newly created separate account to the CVTD main account. This will then be used to pay for the invoices submitted on behalf of the vendor for ticket sales to which a portion will be retained per the rate agreement.

Please note:

With Square's standard transfer schedule, transfers are initiated Monday - Thursday evening for payments taken Monday - Thursday and will arrive in the linked bank account in one to two business days. Payments taken on Friday will be sent Sunday night and will arrive in the linked bank account on Monday (or Tuesday if Monday is a bank holiday).

After a Square - Point of Sale has been activated and linked to a bank account, transfers are automatically sent per Square's Next Business Day schedule. Square will group and send payments based on the time chosen to end the day. By default, the close of day is 5

p.m. PT/8 p.m. ET, but we have the option to customize our close of day, if to line up with out service time.

SQUARE SECURITY

- **Level 1 PCI compliance**
Card processing systems adhere to the PCI Data Security Standard (PCI-DSS), Level 1.
- **Coding best practices**
Web development follows industry-standard secure coding guidelines, such as those recommended by OWASP.
- **Systematic security updates**
Security updates and patches are installed on servers and equipment in a timely fashion.
- **Compliant data storage**
Square prohibits storage of card numbers, magnetic-stripe data, and security codes on client devices.
- **Strong cryptographic controls**
Square uses industry-standard cryptographic protocols and message formats (such as SSL/TLS and PGP) when transferring data.

Memo

To: Executive Committee

From: Brandon Sanders, Director of Finance

Date: 11/8/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 12

ITEM 12

Brandon Sanders, Director of Finance, is seeking consideration and approval concerning the CVCOG Credit Card Acceptance Policy.

Approved at the Executive Committee Meeting on November 8, 2023.

Memo

To: Executive Committee

From: Brandon Sanders, Director of Finance

Date: 11/8/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 13

ITEM 13

Brandon Sanders, Director of Finance, is seeking consideration and approval to give the Executive Director authority to open a new bank account for Transit for the use of credit card payments.

Approved at the Executive Committee Meeting on November 8, 2023.

Memo

To: Executive Committee

From: Erin Hernandez, Assistant Executive Director

Date: 11/8/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 14

ITEM 14

Erin Hernandez, Assistant Executive Director, is seeking consideration and approval concerning a budget amendment authorizing the Executive Director to approve incentive pay for employees in an amount not to exceed \$750.

Approved at the Executive Committee Meeting on November 8, 2023.

CVCOG
Balance Sheet
As of 8/31/2023

	Current Period Balance	
Assets		
First Financial General Bank Acct	787,685.63	1112000
CNCS Petty Cash	300.00	1197000
Grant Receivable, CJ VAWA	2,098.54	1203000
State Contract, HSGD	1,458.33	1204000
Grant Receivable, 2-1-1	65,225.71	1205000
Grant Receivable, 9-1-1	671,890.30	1211000
Grant Receivable, AAA	359,929.07	1212000
Grant Receivable CNCS VISTA	4,159.77	1213000
State Contract, CJ Planning	3,541.81	1214000
Grant Receivable, RSVP	11,875.37	1216000
Grant Receivable, Juvenile Justice Services	1,115.90	1217000
Grant Receivable, Foster Grandparent	28,165.53	1219000
Grant Receivable, Senior Companion	28,186.53	1220000
Grant Receivable, ADRC	61,084.43	1221000
OOG CV Communications Upgrade	17.39	1225000
Grant Receivable, Homeland Security SHSP	17,810.54	1232000
Grant Receivable, CACFP Head Start	40,426.53	1243000
Grant Receivable, Head Start HHS	300,648.26	1249000
Economic Development District	14,272.23	1290000
CV Transit District AR	408,489.80	1329000
Accounts Receivable-General	(261.62)	1391000
Staff Travel Advance	224.00	1392000
CJ Uniform Receivable	1,014.97	1393000
Prpd Workers Comp	7,961.22	1591000
Prpd Health Insurance	2,470.99	1592000
Prepaid COBRA-Health Services	52.40	1594000
Prepaid Life Insurance	225.65	1595000
Prepaid Vision Insurance	52.44	1596000
Prepaid Dental Insurance	33.96	1597000
Prepaid AFLAC	39.00	1598000
Prepaid MASA Insurance	7.00	1599000
First Financial 911 Investment	205,551.31	1614000
CVCOG Investment Account	282,875.11	1618000
Leasehold Improvements	85,951.58	1730000
Facility Improvements	170,941.59	1732000
Other Assets - Project Equipment	1,241,306.87	1811000
Total Assets	4,806,828.14	
Liabilities		
AP	498,551.92	2111000
AP Clearing	594,640.47	2112000
AP First Financial Credit Card	1,701.55	2114000
AP CitiBank Credit Card	133,110.70	2117000
Payroll Payable - Administration	293,699.80	2151000
Federal Withholding Tax	23,051.92	2311000
Medicare Payable	10,394.17	2321000
SUTA Payable	27.16	2323000
Employee Wellness Benefits Payable	40,144.22	2412000
Health Savings Account	4,701.30	2413000
Employer Pension Plan Payable	124,115.91	2422000
Employee Contr to Pension Plan	80,148.83	2423000
Deferred Income Plan Withheld	3,310.00	2431000
State Comptroller Unclaimed	79.58	2434000
United Way Payable	1,289.64	2441000

CVCOG
Balance Sheet
As of 8/31/2023

	Current Period Balance	
Liabilities continued		
Child Support Payable	2,877.71	2442000
Other Payroll Garnishments	201.83	2444000
Accrued Vacation Leave	179,324.13	2521000
Inter-Fund Payable CVTD	658,790.18	2600000
Unearned Revenue General Fund	47.45	2911000
Unearned Revenue- 911 Program	585.17	2917000
Unearned Revenue-VISTA	100,234.55	2918000
Unearned Revenue-Head Start	28,527.23	2919000
Unearned Revenue - Senior Companion	11,686.21	2925000
Unearned Revenue - Regional Law Academy Tuition	4,250.00	2926000
Unearned Revenue- RSVP	100.00	2929000
Unearned Revenue Regional Broadband Initiative	201,439.15	2943000
Total Liabilities	2,997,030.78	
Fund Balance		
General Unrestricted Fund Balance	475,065.30	3000000
Long Term Debt - Annual Leave	(179,324.13)	3105000
Long Term Debt - Inter-Fund CVTD	(658,790.18)	3107000
Investment - Capital Assets	1,498,200.04	3110000
Restricted - USDA Note Available	23,850.00	3202000
Restrict - Regional Assistance Corp 501c3	35,286.51	3204000
Restricted - CV Medical Reserve Corp	3,765.02	3205000
Assigned - Area Agency on Aging	3,696.26	3401000
Assigned - SCP Visiting Program	9,867.64	3402000
Assigned - Caregiver	2,213.65	3403000
Assigned - Housing Finance	94,001.34	3404000
Assigned - Homeland Security	23,235.05	3405000
Assigned - CJ Planning	110,053.74	3406000
Assigned - CJ Law Enf Academy	187,620.09	3407000
Assigned - 211 Information Referral	42,300.72	3408000
Assigned - CEDAF	35,449.54	3409000
Total Fund Balance	1,706,490.59	
Excess Revenue Over Expenditures FY 22-23	103,306.77	
Total Liabilities, Fund Balance and Excess Revenue	4,806,828.14	

CVCOG
Statement of Revenues and Expenditures
From 10/1/2022 Through 8/31/2023

	<u>Current Period Actual</u>	
Revenue		
CNCS Senior Companion CFDA 94.016	172,054.44	4164000
CNCS Foster Grandparent CFDA 94.011	320,922.40	4165000
CNCS RSVP CFDA 94.002	123,935.96	4167000
HHS-ACF Head Start ARP 06HE001000 C6	384,917.16	4170000
HHS-ACF Head Start CFDA 93.600	6,037,440.23	4173000
VISTA CNCS FY 22-23 CFDA 94.013	43,736.03	4174000
AAA - Title IIIB CFDA 93.044	95,034.03	4201000
CACFP Prior Year CFDA 10.558	18,773.45	4203000
AAA - Title IIIC1 CFDA 93.045	206,364.85	4205000
Off Gov-CJ Juvenile Justice Service CFDA 16.523	22,918.07	4206000
AAA - Title IIIC-2 CFDA 93.045	163,470.96	4207000
American Rescue Plan Title VII OM Staff	11,378.00	4213000
AAA - Title IIIE CFDA 93.052	21,278.00	4215000
AAA - Title VII EAP CFDA 93.041	749.00	4216000
AAA - Title VI OM CFDA 93.042	8,557.00	4218000
AAA - NSIP CFDA 93.053	70,725.00	4219000
CACFP Nutrition CFDA 10.558	486,676.37	4221000
Off Gov-Violence Against Women Act CFDA 16.588	8,136.49	4222000
PY - ARP Title III B CFDA 93.044	7,726.95	4224000
PY - Title IIIB CFDA 93.044	189,452.00	4227000
PY - ARP Title III C2 CFDA 93.045	18,116.00	4229000
211 TANF OPS FED CFDA 93.558	998.93	4231000
PY - Title IIIC1 CFDA 93.045	89,548.00	4232000
PY ARP Title III C1	5,676.00	4232100
211 Food Stamps CFDA 10.561	38,397.86	4233000
PY - Title IIIC2 CFDA 93.045	97,096.03	4235000
PY - Title IIIE CFDA 93.052	50,722.41	4239000
211 Child Health Ins CFDA 93.767	6,052.94	4245000
211 Child Care CFDA 93.575	2,315.34	4258000
211 CHIPS OPS Fed CFDA 93.778	40,000.63	4265000
CF - HICAP Basic CFDA 93.324	58,024.00	4267000
211 COVID TANF OPS CFDA 93.558	33.05	4269000
211 COVID Food Stamps CFDA 10.561	1,181.87	4271000
ADRC Housing Navigator Sept to Dec CFDA 93.791	5,762.39	4274000
ARP Title III-B	127,657.84	4276000
ARP Title III C1	95,610.89	4277000
ARP Title III C2	100,717.00	4278000
ADRC MIPPA CFDA 93.071	9,389.00	4279000
ADRC Life Span Respite CFDA 93.072	1,295.00	4281000
211 COVID Child Health Ins CFDA 93.767	186.32	4289000
ARP Title III E	14,230.21	4290000
PY ARP Title III E	20,655.00	4290100
ARP Title VII OM CFDA 93.042	4,350.00	4291000
211 COVID CHIPS CFDA 93.778	1,231.20	4292000
Off Gov-Homeland Security SHSP CFDA 97.067	106,867.67	4294000
AAA-MIPPA CY CFDA 93.071	3,442.00	4296000
PY AAA - MIPPA CFDA 93.071	9,943.56	4297000
ADRC Housing Navigator Jan to Aug CFDA 93.791	16,116.87	4298000
ADRC Local Contact Agency Jan to Aug CFDA 93.791	2,164.00	4299000
AAA State General	45,144.25	4301000
TCEQ Solid Waste State	159,515.79	4302000
2-1-1 COVID SGR	2,615.63	4305000
Off Gov - CJ Academy State	52,435.14	4307000
AAA - State OMB ALF	8,331.09	4308000

CVCOG
Statement of Revenues and Expenditures
From 10/1/2022 Through 8/31/2023

	<u>Current Period Actual</u>	
Revenue continued		
TxHHS-RSVP State	48,542.48	4309000
Off Gov - HSGD Contract State	15,424.99	4311000
TxHHS - 211 State Funds	85,055.32	4312000
Grant Z02, NG911 Project SB8	918,184.04	4314000
Off Gov, CJ Planning Services	36,941.84	4315000
CSEC 911 ER Communications State	2,581,044.91	4316000
ADRC State General Revenue	78,714.93	4325000
Grant X07, OOG CV Communications Upgrade 4467201	16,732.15	4327000
ADRC State Promoting Independence	13,414.00	4331000
ADRC State Respite	11,722.00	4332000
ADRC State GR Life Span Respite	882.39	4334000
TXHHS-FGP State	5,316.48	4335000
TXHHS-SCP State	6,791.48	4336000
AAA - State General ARP	59,530.00	4341000
IK Contributions	2,026,530.06	4411000
Senior Center Program Income-Tracking Only	86,024.21	4416000
CVCOG Membership Dues	15,553.80	4511000
Area Agency on Aging Membership Dues	28,333.00	4512000
CJ Membership Dues	66,460.00	4513000
Program Income	50,479.00	4522000
Local Revenue	129,386.10	4523000
Sale of Equipment	11,949.79	4711000
Interest Income General	9,689.61	4731000
Interest on 911 Trust Acct	(845.37)	4732000
Credit Card Cash Rewards Redemption	15,797.05	4737000
Economic Development District Pass-Thru	446,578.22	4760000
Concho Valley Transit District Pass-Thru	3,841,192.45	4761000
Prior Year Cost Pool Contribution	121,289.00	4762000
Vacation Accrual Allocation	340,162.12	4911000
Indirect Cost Allocations	644,025.57	4912000
Information Technology Services	300,163.11	4913000
Human Resources Allocation	336,673.51	4914000
Procurement Dept Allocation	333,084.87	4915000
Total Revenue	<u>22,270,893.41</u>	
Expenditures		
General Wages	6,445,594.14	5110000
General Overtime Hours	6,581.83	5118000
Holiday Work Time	942.40	5119000
Vacation Time Allocation	340,162.12	5150000
Medicare Tax	110,943.23	5151000
Workers Comp Insurance	100,700.18	5172000
SUTA	2,409.09	5173000
Health Insurance Benefit	1,758,795.44	5174000
Dental Insurance Benefit	65,650.88	5175000
Life Insurance Benefit	53,481.24	5176000
HSA Insurance Benefit	72,797.98	5177000
Retirement	880,097.85	5181000
Indirect Allocation	644,045.85	5199000
Employee Health and Welfare	2,592.99	5200000
Stipend - FGP Volunteers	165,856.73	5201000
Stipend - SCP Volunteers	81,295.03	5202000
Uniforms	2,025.00	5203000
Recognition	56,080.24	5205000

CVCOG
Statement of Revenues and Expenditures
From 10/1/2022 Through 8/31/2023

	<u>Current Period Actual</u>	
Expenditures continued		
HR Service Center	336,809.22	5206000
Procurement Service Center	333,084.87	5207000
Information Technology Service Center	300,027.40	5208000
Driver Wages	1,304,789.61	5210000
Dispatch/Customer Service Wages	67,756.13	5217000
Driver Overtime Hours	91,768.36	5218000
Dispatch/Customer Service Overtime Wages	11,095.55	5219000
Driver Double Time	818.29	5222000
Audit & Legal	38,243.32	5231000
Counseling Services	14,298.79	5251000
Contract Services	751,867.83	5291000
HS Health & Disab Svc	227.25	5293000
HS Policy Council	306.39	5294000
HS Nutrition Service	371,477.68	5295000
HS Parent Service	1,863.04	5296000
AAA Congregate Meals	399,989.33	5301000
AAA Home Delivered Meals	415,064.11	5302000
Head Start T & T A	63,838.89	5308000
Travel-In Region	25,063.23	5309000
Travel-Out of Region	52,413.75	5310000
Conference Fees	255.00	5311000
Meals	12,126.38	5312000
Travel-Volunteer	50,255.17	5313000
Executive Director Allowance	493.22	5314000
Travel Advisory Council	1,119.69	5317000
Contractor Travel	224.06	5318000
Fuel	1,801.41	5351000
Lubricant	12.00	5352000
Vehicle Maintenance	932.79	5361000
Tires	54.70	5363000
Bus Stop Maintenance	43.98	5365000
Non-Vehicle Maintenance	944.96	5366000
Other Facility Rent	7,390.00	5412000
HS Site Rent	17,030.00	5413000
Utilities	47,658.35	5431000
HS Site Center Utilities	103,976.50	5433000
Facility Allocation	414,171.05	5451000
HS Site Center Bldg Maint	220,349.17	5453000
Supplies	243,366.70	5510000
HS Class Room Supplies	218,164.82	5512000
HS Food Serv Sup	99,973.49	5513000
HS Medical Supplies	6,159.14	5514000
HS Disability Supplies	12.54	5515000
Supplies - Bus/Service Vehicles	17,049.37	5516000
HS Diapers and Wipes	19,606.43	5518000
Parts Supply	5,648.86	5520000
Internal Project Equipment	674.93	5621000
Internal Computer/Software	74,315.44	5622000
Internal Capital Equipment	65,372.00	5623000
County Project Equipment	195,411.72	5627000
Tools	8,314.86	5629000
Copier	22,101.99	5632000
Copier Lease	14,767.38	5633000
Copier Paper	4,335.00	5634000

CVCOG
Statement of Revenues and Expenditures
From 10/1/2022 Through 8/31/2023

	<u>Current Period Actual</u>	
Expenditures continued		
Insurance	25,231.05	5711000
Communications - Bus	500.00	5712000
Cell Phones	4,108.38	5713000
Internet	1,528.54	5714000
Printing	3,630.37	5721000
Ads & Promotions	2,561.56	5722000
Publications	360.00	5723000
HS Capital Playground	12,278.55	5734000
Training	6,839.15	5751000
Dues and fees	72,225.24	5753000
Vehicle Registration	505.00	5754000
HS Site Center Communications	19,267.32	5760000
Communications	22,460.94	5761000
Postage/freight	11,401.94	5762000
911 PSAP Services	1,715.28	5766000
911 Equipment Maintenance	208,608.04	5767000
911 PSAP Training	3,890.50	5768000
911 PUB ED	4,069.60	5771000
911 PSAP Room Prep	61,813.12	5773000
911 Network Reliability	5,643.00	5774000
911 Network	142,766.26	5775000
911 MIS	4,118.38	5776000
911 PSAP Network	1,016,638.35	5777000
911 Text-to-911	21,900.00	5779000
911 Geographic Information Systems	43,775.56	5780000
911 Core Functions	303,520.64	5781000
911 Info Sec	6,042.99	5783000
911 Network Routers	53,250.00	5784000
911 CPE Front-Back FY 23	561,413.40	5785000
911 UPS	214,795.20	5787000
Other	54.34	5791000
Coffee Expense	1,756.22	5792000
Physicals	705.00	5793000
General Assembly Costs	4,603.38	5794000
Safety	4,864.55	5796000
Multi-Modal Supplies	4,796.30	5810000
Multi-Modal Internet	13,344.30	5814000
Multi-Modal Utilities	8,348.56	5831000
Multi-Modal Building Maintenance	567.80	5851000
Multi-Modal Communications	6,264.96	5861000
Shop Christoval Rd Supplies	5,503.68	5870000
Shop Christoval Rd Tools	4,762.55	5871000
Shop Christoval Rd Utilities	2,460.22	5876000
Shop Christoval Rd Building Maintenance	1,198.00	5880000
InKind Travel	173,028.00	6310000
InKind Other	1,853,502.06	6791000
Total Expenditures	22,167,586.64	
 Excess Revenue over Expenditures	 103,306.77	

CVCOG
Expenditure Journal - All Grant Exp Recap YTD
From 10/1/2022 Through 8/31/2023

Grant Code	Grant Title	General Ledger Expenditures	Account Payable Expenditures	Total Expenditures
010	CVTD Pass-thru ICB Program	22,197.53	181.39	22,378.92
018	Pass-Thru CVTD Medicaid	98,581.99	0.00	98,581.99
025	Grant 025, VISTA 22VS247722	23,633.20	122.16	23,755.36
027	Grant 027, VISTA 23VS252124	45,875.37	7,536.90	53,412.27
040	Pass-Thru CV Economic Development Dist	107,852.16	14,151.99	122,004.15
043	CVEDD Pass-Thru Revolving Loan	3,169.77	0.00	3,169.77
092	Procurement	323,681.28	9,395.93	333,077.21
093	Human Resources	327,636.73	9,982.16	337,618.89
094	Information Technology	257,508.41	42,628.62	300,137.03
095	Engagement Committee Funds	(134.87)	4,968.94	4,834.07
097	Non-Project Expenses	210.88	7,947.61	8,158.49
098	Vacation Program Costs	320,632.52	1,228.50	321,861.02
099	INDIRECT COSTS	645,377.10	106,258.37	751,635.47
805	Grant 805, 911 CSEC State FY21 Funding 2nd Biennium	0.00	94,761.67	94,761.67
825	Pass Thru CVTD Rural CARES	233,256.31	9,972.58	243,228.89
829	HHS-ACF Grant 829, Head Start FY 21-22 06CH010970	160,744.78	239,103.45	399,848.23
830	ARPA Regional Broadband Initiative	2,113.85	46,447.00	48,560.85
A01	HHSC-OAAA Grant A01, Area Agency on Aging FY 21-22	(6,994.76)	7,203.09	208.33
A02	HHSC-OAAA Grant A02, Area Agency on Aging FY 22-23	828,171.79	979,784.52	1,807,956.31
C01	OOG State Grant C01, CJ Academy FY 21-23 1480417	132,163.00	27,801.29	159,964.29
C04	OOG Contract C04, CJD Planning FY 22-23	29,797.15	134.16	29,931.31
D02	Grant D02, HHSC ADRC FY 22-23 HHS000270200007	104,200.33	35,260.25	139,460.58
F03	Grant F03, CNCS Foster Grandparent 22-23 Y1 22FGTX003	273,616.09	17,990.83	291,606.92
F04	Grant F04, FGP HHSC State HHS000871100029 Year 3	5,316.48	0.00	5,316.48
F05	Grant F05, CNCS Foster Grandparent 23-24 Y2 22SFGTX003	52,492.33	2,448.98	54,941.31
G02	Grant G02, CNCS RSVP FY 22-23 20SRWTX024 Y3	77,399.34	22,961.36	100,360.70
G03	Grant G03, RSVP HHSC State HHS000871100009 Year 3	48,542.48	0.00	48,542.48
G04	Grant G04, CNCS RSVP FY 23-24 23SRGTX015 Y1	22,829.05	746.21	23,575.26
H02	Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022	(7,421.50)	7,421.50	0.00
H03	HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04	5,512,522.56	657,374.60	6,169,897.16
H04	Grant H04, CACFP Head Start Nutrition FY 22-23	40,663.56	479,836.58	520,500.14
H05	HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05	1,578,574.37	138,656.21	1,717,230.58
I01	Pass Thru Grant I01, CVEDD TXDOT	0.00	2.00	2.00
I02	Grant I02, CVEDD Pass-Thru TXDOT Rural	0.00	72,318.00	72,318.00
I03	Grant I03, CVEDD Pass-Thru TXDOT Urban	0.00	247,682.00	247,682.00
J02	OOG Grant J02, Juvenile Justice Service FY 22-23 1484323	8,619.28	14,298.79	22,918.07
K01	CVTD Pass-Thru Head Start Maintenance FY 22-23	15,444.13	219.15	15,663.28
L01	CVTD Pass-Thru Link Road Facility	(1,517.50)	3,416.27	1,898.77
L02	CVTD Pass-Thru Link Road Facility FY 22-23	87,355.91	80,997.90	168,353.81
M03	Pass-thru Grant M03, Mobility Management Urban FY 22-23	54,295.58	0.00	54,295.58
M04	Pass-thru Grant M04, Mobility Management Rural FY 22-23	31,101.75	0.00	31,101.75
P02	CVTD Pass-Thru, RPTCP FY 22-23	34,211.07	770.00	34,981.07
Q01	Grant Q01, CEDAF FY 22-23	8,746.00	0.00	8,746.00
R01	Pass-thru Grant R01, CVTD Rural FY 21-22	0.00	3,955.99	3,955.99
R03	Pass-thru CVTD Grant R03 Rural FY 22-23	899,224.12	39,153.26	938,377.38
S03	Grant S03, CNCS Senior Companion 22-23 Y1 22SCGTX003	143,931.86	10,356.23	154,288.09
S04	Grant S04, SCP HHSC State HHS000871100039 Year 3	6,791.48	0.00	6,791.48
S05	SCP Prior Year Funds Acct 3402	0.00	1,667.80	1,667.80
S06	Grant S06, CNCS Senior Companion 23-24 Y2 22SCGTX003	35,840.02	709.33	36,549.35
T02	Grant T02, TIRN 211 Information & Referral FY 22-23	143,460.36	42,351.62	185,811.98
U01	Pass-thru Grant U01, CVTD Urban FY 21-22	0.00	5,312.33	5,312.33
U02	Grant U02, CVTD Pass-Thru	558.13	26.32	584.45
U03	Pass-thru Grant U03, CVTD Urban FY 22-23	2,163,411.50	59,066.74	2,222,478.24
V02	OOG Grant V02, Violence Against Women Act 3973003	16,452.85	1,574.64	18,027.49
W01	Grant W01, TCEQ State Solid Waste FY 21-23	56,663.74	102,852.05	159,515.79
X01	OOG Grant X01, Homeland Security (HSGP) FY 21-22 29529007	(255.70)	255.70	0.00
X04	OOG State Contract X04, HSGD FY 22-23	11,431.32	1,091.68	12,523.00
X05	OOG Grant X05, Homeland Security (HSGP) FY 22-23 2952908	101,699.96	5,167.71	106,867.67
X07	OOG Grant X07 CV Communications Upgrade 4467201	16,732.15	0.00	16,732.15
Z01	Grant Z01, 911 CSEC State FY 22 Funding, 1st Biennium	0.00	0.00	0.00
Z02	Grant Z02, NG911 Project SB8	562,541.38	355,642.66	918,184.04
Z03	Grant Z03, 911 CSEC State FY23 Funding, 2nd Biennium	1,005,532.90	1,479,910.05	2,485,442.95
Report Total		16,666,481.57	5,501,105.07	22,167,586.64

SCHEDULE OF REVENUE BY SOURCE

October 1, 2022 - August 31, 2023

CVCOG	Grant No	Grant Name	Federal	ARP COVID-19 CARES Act	State Administered Federal	State	Program Income	Local Revenue	In-kind	Membership	Pass Thru Sr. Centers & CVEDD & CVTD	Fringe Benefit & Indirect	Total Revenue	Total Expenditures	Excess Revenue over Expenditures	Notes
	025	VISTA Program	13,179.46	-	-	-	-	10,575.90	-	-	-	-	23,755.36	23,755.36	-	
	027	VISTA Program	30,556.57	-	-	-	-	22,855.70	-	-	-	-	53,412.27	53,412.27	-	
	033	TDHCA Housing	-	-	-	-	-	175.10	-	-	-	-	175.10	-	175.10	housing bond interest received, will use through year
	040	Economic Development District	-	-	-	-	-	-	-	-	123,406.45	-	123,406.45	122,004.15	1,402.30	excess revenue, will use through year
	043	CVEDD Pass-Thru Revolving Loan	-	-	-	-	-	-	-	-	3,169.77	-	3,169.77	3,169.77	-	
	805	911 CSEC FY 21, 2nd Yr Biennium	-	-	-	94,761.06	-	-	-	-	-	-	94,761.06	94,761.67	(0.61)	correction on EFR-0001003
	829	Head Start FY 21-22	-	384,917.16	-	-	-	14,931.07	-	-	-	-	399,848.23	399,848.23	-	
	830	ARPA Regional Broadband Initiative	-	-	-	-	-	48,560.85	-	-	-	-	48,560.85	48,560.85	-	
	Multi	CVTD AR Expenses	-	-	-	-	-	-	-	-	3,841,192.45	-	3,841,192.45	3,841,192.45	-	
	A01	Area Agency on Aging FY 21-22	-	-	-	-	-	208.33	-	-	-	-	208.33	208.33	-	
	A02	Area Agency on Aging FY 22-23	-	465,647.89	1,064,406.84	53,475.34	50.00	3,168.10	132,999.88	28,333.00	86,024.21	-	1,834,105.26	1,807,956.31	26,148.95	HICAP waiting budget approval
	C01	CJ Academy FY 21-23	-	-	-	52,435.14	50,429.00	38,014.97	-	56,569.00	-	-	197,448.11	159,964.29	37,483.82	excess funds, will use through year
	C04	CJD Planning FY 22-23	-	-	-	36,941.84	-	-	-	-	-	-	36,941.84	29,931.31	7,010.53	excess funds, will use through year
	D02	ADRC FY 22-23	-	-	34,727.26	104,733.32	-	-	-	-	-	-	139,460.58	139,460.58	-	
	F03	Foster Grandparent FY 22-23	270,812.92	-	-	-	-	-	20,794.00	-	-	-	291,606.92	291,606.92	-	
	F04	FGP HHSC State Year 3	-	-	-	5,316.48	-	-	-	-	-	-	5,316.48	5,316.48	-	
	F05	Foster Grandparent FY 23-24	50,109.48	-	-	-	-	-	4,793.00	-	-	-	54,902.48	54,941.31	(38.83)	additional expense, revenue requested in September
	G02	RSVP Federal FY 22-23	100,360.70	-	-	-	-	-	-	-	-	-	100,360.70	100,360.70	-	
	G03	RSVP HHSC State Year 3	-	-	-	48,542.48	-	53.98	-	-	-	-	48,596.46	48,542.48	53.98	interest earned
	G04	RSVP Federal FY 23-24	23,575.26	-	-	-	-	-	-	-	-	-	23,575.26	23,575.26	-	
	H03	Head Start FY 22-23	4,445,894.53	-	-	-	-	-	1,724,002.63	-	-	-	6,169,897.16	6,169,897.16	-	
	H04	CACFP Head Start Nutrition FY 22-23	-	-	505,449.82	-	-	-	-	-	-	-	505,449.82	520,500.14	(15,050.32)	excess expenses will be paid by Head Start at grant end
	H05	Head Start FY 23-24	1,591,545.70	-	-	-	-	623.33	125,157.55	-	-	-	1,717,326.58	1,717,230.58	96.00	credit received, will clear in September billing
	I01	Economic Development District-TXDOT	-	-	-	-	-	-	-	-	2.00	-	2.00	2.00	-	
	I02	CVEDD Pass-Thru TXDOT Rural	-	-	-	-	-	-	-	-	72,318.00	-	72,318.00	72,318.00	-	
	I03	CVEDD Pass-Thru TXDOT Urban	-	-	-	-	-	-	-	-	247,682.00	-	247,682.00	247,682.00	-	
	J02	Juvenile Justice Services FY 22-23	-	-	22,918.07	-	-	-	-	-	-	-	22,918.07	22,918.07	-	
	Q01	CEDAF FY 22-23	-	-	-	-	-	-	-	-	-	-	-	8,746.00	(8,746.00)	contract will bill annually in August
	S03	Senior Companion Federal FY 22-23	140,564.09	-	-	-	-	-	13,724.00	-	-	-	154,288.09	154,288.09	-	
	S04	SCP HHSC State Year 3	-	-	-	6,791.48	-	1.94	-	-	-	-	6,793.42	6,791.48	1.94	interest earned
	S05	SCP Prior Year Funds Acct 3402	-	-	-	-	-	-	-	-	-	-	-	1,667.80	(1,667.80)	spending prior year local funds, will clear when closing fiscal year
	S06	Senior Companion Federal FY 23-24	31,490.35	-	-	-	-	-	5,059.00	-	-	-	36,549.35	36,549.35	-	
	T02	211 Information & Referral FY 22-23	-	5,248.07	87,765.70	85,055.32	-	65.02	-	-	-	-	178,134.11	185,811.98	(7,677.87)	revenue requested, will clear in september
	V02	Violence Against Women FY 22-23	-	-	8,136.49	-	-	-	-	9,891.00	-	-	18,027.49	18,027.49	-	
	W01	TCEQ Solid Waste FY 21-23	-	-	-	159,515.79	-	-	-	-	-	-	159,515.79	159,515.79	-	
	X04	HSGD FY 22-23	-	-	-	15,424.99	-	-	-	-	-	-	15,424.99	12,523.00	2,901.99	excess funds, will use through year
	X05	Homeland Security HSGP FY 22-23	-	-	106,867.67	-	-	-	-	-	-	-	106,867.67	106,867.67	-	
	X07	CV Communications Upgrade	-	-	-	16,732.15	-	-	-	-	-	-	16,732.15	16,732.15	-	
	Z01	911 CSEC FY 22, 1st Yr Biennium	-	-	-	845.37	-	(845.37)	-	-	-	-	-	-	-	
	Z02	Next Generation 911 Fund, ARP	-	-	-	918,184.04	-	-	-	-	-	-	918,184.04	918,184.04	-	
	Z03	911 CSEC FY 23, 2nd Yr Biennium	-	-	-	2,485,438.48	-	-	-	-	-	-	2,485,438.48	2,485,442.95	(4.47)	revenue requested, will clear in september
	092	Procurement Services	-	-	-	-	-	-	-	-	-	333,084.87	333,084.87	333,077.21	7.66	error in August billing, cleared in September
	093	Human Resources Services	-	-	-	-	-	-	-	-	-	336,673.51	336,673.51	337,618.89	(945.38)	error in August billing, cleared in September
	094	Information Technology Services	-	-	-	-	-	25.00	-	-	-	300,163.11	300,188.11	300,137.03	51.08	error in August billing, cleared in September
	095	Engagement Committee	-	-	-	-	-	673.10	-	5,055.12	-	-	5,728.22	4,834.07	894.15	excess funds, will use through year
	097	Non Project Expenses	-	-	-	-	-	26,876.68	-	9,214.88	-	-	36,091.56	8,158.49	27,933.07	excess funds, will use through year
	098	Vacation Accrual	-	-	-	-	-	13.48	-	-	-	340,162.12	340,175.60	321,861.02	18,314.58	excess funds, will use through year
	099	Indirect	-	-	-	-	-	-	-	1,283.80	-	-	766,598.37	751,635.47	14,962.90	excess funds, will use through year
			<u>6,698,089.06</u>	<u>855,813.12</u>	<u>1,830,271.85</u>	<u>4,084,193.28</u>	<u>50,479.00</u>	<u>165,977.18</u>	<u>2,026,530.06</u>	<u>110,346.80</u>	<u>4,373,794.88</u>	<u>2,075,398.18</u>	<u>22,270,893.41</u>	<u>22,167,586.64</u>	<u>103,306.77</u>	
			0.50	0.06	0.14	0.30										

Total Government Grants Spent	13,468,367.31	General	61,218.06	59%
Total Program	50,479.00	Dedicated	42,088.71	41%
Total Local	276,323.98			
Total In-Kind	2,026,530.06			
Total Pass-Thru	4,373,794.88			
Total Cost Allocation	<u>2,075,398.18</u>			
	<u>22,270,893.41</u>			

Concho Valley Council of Governments Cash Flow

FY 22-23	First Financial CVCOG General Fund (000's)			First Financial 9-1-1 Trust Account (000's)				First Financial General Investment Savings				CVCOG Balance	First Financial CVTD (000's)			First Financial CVTD-ICB (000's)			First Financial CVEDD (000's)			Total Balance
	Inflows	Outflows	Balance	Inflows	Interest	Outflows	Balance	Inflows	Interest	Outflows	Balance		Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	
Beginning Balance:	\$ 638,852			\$ 559,508				\$ 257,453					\$ 678,239				\$ 19,205			\$ 511,460		
October	1,311,609	(1,540,522)	409,940	-	1,098	(100,783)	459,822	1,550	550	-	259,554	1,129,315	387,282	(462,883)	602,638	6,239	(6,527)	18,918	142,658	(13,014)	641,103	2,391,975
November	1,729,481	(1,701,221)	438,200	-	1,039	(146,355)	314,507	-	681	-	260,234	1,012,941	720,765	(628,066)	695,337	6,448	(6,772)	18,594	3,085	(153,223)	490,966	2,217,838
December	1,577,879	(1,395,790)	620,289	-	801	(136,962)	178,346	-	797	-	261,031	1,059,666	390,613	(665,982)	419,968	3,840	(3,076)	19,358	16,511	(43,143)	464,334	1,963,327
January	2,041,899	(1,421,878)	1,240,310	-	464	(75,687)	103,124	-	827	-	261,859	1,605,292	1,151,281	(666,264)	904,985	2,630	(2,875)	19,114	47,003	(86,097)	425,240	2,954,631
February	1,435,188	(1,945,856)	729,642	348,245	824	(243,902)	208,290	-	793	-	262,651	1,200,583	334,884	(450,291)	789,578	3,352	(2,572)	19,894	66,726	(11,538)	480,427	2,490,482
March	1,477,271	(1,555,200)	651,713	-	264	(207,955)	599	275	963	-	263,889	916,201	534,326	(512,429)	811,475	2,236	(179)	21,951	33,689	(84,002)	430,115	2,179,741
April	2,083,317	(1,471,600)	1,263,430	-	2	-	601	-	836	-	264,725	1,528,756	733,884	(611,307)	934,053	2,686	(1)	24,636	92,370	(13,649)	508,836	2,996,281
May	1,297,703	(1,853,182)	707,951	193,614	349	-	194,564	-	979	-	265,704	1,168,219	772,266	(857,231)	849,088	3,856	(0)	28,492	4,030	(63,194)	449,673	2,495,471
June	1,970,854	(1,591,396)	1,087,409	-	383	(183,831)	11,116	13,972	1,083	-	280,760	-	553,352	(435,898)	966,541	3,554	(5,762)	26,284	58,486	(58,106)	450,052	1,442,878
July	1,769,676	(1,517,032)	1,340,053	-	40	-	11,156	-	1,015	-	281,775	253,699	590,396	(420,880)	1,136,057	2,895	-	29,179	111,074	(31,688)	529,438	1,948,373
August	1,498,048	(1,983,517)	854,584	193,985	410	-	205,551	-	1,100	-	282,875	(36,274)	948,952	(915,547)	1,169,461	1,128	(4,593)	25,714	20,066	(19,695)	529,808	1,688,710
September	-	-	854,584	-	-	-	205,551	-	-	-	282,875	(36,274)	-	-	1,169,461	-	-	25,714	-	-	529,808	1,688,710

Interest Rate at 2.685700% as of 10/03/22
 Interest Rate at 3.190500% as of 11/01/22
 Interest Rate at 3.606300% as of 12/01/22
 Interest Rate at 3.740300% as of 1/3/23
 Interest Rate at 3.945900% as of 2/1/23
 Interest Rate at 4.051700% as of 3/1/23
 Interest Rate at 4.130800% as of 4/3/23
 Interest Rate at 4.355200% as of 5/1/23
 Interest Rate at 4.502500% as of 6/1/23
 Interest Rate at 4.550100% as of 7/3/23
 Interest Rate at 4.597700% as of 8/1/23

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 Interest Rate at 4.502500% as of 6/1/23
 Interest Rate at 4.550100% as of 7/3/23
 Interest Rate at 4.597700% as of 8/1/23

Account opened to segregate Greyhound Funds
 \$21,701.39 belongs to CVTD deposited to maintain account

FY 21-22	First Financial CVCOG General Fund (000's)			First Financial 9-1-1 Trust Account (000's)				First Financial General Investment Savings				CVCOG Balance	First Financial CVTD (000's)			First Financial CVTD-ICB (000's)			First Financial CVEDD (000's)			Total Balance
	Inflows	Outflows	Balance	Inflows	Interest	Outflows	Balance	Inflows	Interest	Outflows	Balance		Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	
Beginning Balance:	\$ 1,125,860			\$ 254				\$ 217,955					\$ 627,043				\$ 9,391			\$ 255,421		
October	1,831,397	(2,351,835)	605,422	497,988	11	(65,252)	433,001	34,731	7	-	252,692	1,291,116	295,515	(129,602)	792,956	4,507	(3,752)	10,146	40,434	(92,963)	202,893	2,297,110
November	1,223,321	(1,441,853)	386,890	-	12	(124,881)	308,132	-	9	-	252,701	947,723	341,246	(619,654)	514,549	3,888	(3,587)	10,447	60,561	(40,302)	223,152	1,695,871
December	1,400,883	(1,580,398)	207,375	-	9	(80,228)	227,914	-	9	-	252,710	687,999	844,674	(488,407)	870,816	5,646	(4,603)	11,491	84,060	(65,000)	242,212	1,812,518
January	2,094,100	(1,477,340)	824,135	-	7	(213,753)	14,167	-	12	-	252,722	1,091,024	930,683	(768,227)	1,033,273	5,043	(4,510)	12,024	17,567	(80,318)	179,461	2,315,782
February	1,369,212	(1,558,245)	635,102	265,904	12	(21,042)	259,042	-	24	-	252,746	1,146,890	279,483	(602,194)	710,562	4,784	(4,847)	11,961	3,959	(12,095)	171,325	2,040,737
March	1,426,261	(1,464,307)	597,056	-	57	(90,417)	168,682	3,025	63	-	255,834	1,021,572	578,397	(502,085)	786,873	6,629	(5,231)	13,359	199,768	(41,566)	329,528	2,151,331
April	1,722,799	(1,712,298)	607,556	313,881	97	-	482,660	-	85	-	255,919	1,346,135	278,721	(437,195)	628,399	7,273	(7,110)	13,522	156,069	(107,117)	378,480	2,366,537
May	1,779,201	(1,636,003)	750,754	-	236	(144,620)	338,276	-	146	-	256,065	1,345,095	786,189	(472,045)	942,544	7,448	(6,310)	14,660	112,528	(22,677)	468,330	2,770,629
June	1,200,924	(1,316,649)	635,029	-	173	(172,103)	166,345	-	178	-	256,243	1,057,617	253,386	(431,870)	764,060	7,240	(6,221)	15,679	7,802	(11,644)	464,489	2,301,845
July	1,446,069	(1,670,275)	410,823	136,179	151	(104,000)	198,675	-	279	-	256,522	866,020	660,096	(573,616)	850,541	9,206	(8,194)	16,692	18,445	(9,026)	473,908	2,207,160
August	1,539,412	(1,408,299)	541,936	-	80	(179,916)	18,839	-	423	-	256,944	817,720	641,176	(528,168)	963,548	10,044	(6,646)	20,089	43,051	(8,108)	508,851	2,310,208
September	1,891,171	(1,794,254)	638,852	559,035	138	(18,504)	559,508	-	509	-	257,453	1,455,814	243,033	(528,342)	678,239	6,967	(7,851)	19,205	13,851	(11,242)	511,460	2,664,718

Interest Rate at 0.034500% as of 10/01/21
 Interest Rate at 0.043400% as of 11/01/21
 Interest Rate at 0.041200% as of 12/01/21
 Interest Rate at 0.055300% as of 1/03/22
 Interest Rate at 0.122800% as of 2/01/22
 Interest Rate at 0.2911% as of 3/01/22
 Interest Rate at 0.3925% as of 4/01/22
 Interest Rate at 0.6917% as of 5/02/22
 Interest Rate at 0.8468% as of 6/01/2022
 Interest Rate at 1.282100% as of 7/01/2022
 Interest Rate at 1.939500% as of 8/01/2022
 Interest Rate at 2.260200% as of 9/01/2022

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 Interest Rate at 1.939500% as of 8/01/2022
 Interest Rate at 2.260200% as of 9/01/2022

Account opened to segregate Greyhound Funds
 \$15,681.07 belongs to CVTD deposited to maintain account

In compliance with PFIA 2256.023 and CVCOG Investment Policy section XI

John Austin Stokes
 CVCOG Executive Director/Investment Officer

9/16/23

Date

Brandon Sanders
 CVCOG Director of Finance

9/17/23

Date



November 2023



The Head Start office requires our program to report enrollment statistics to determine if our program has achieved and maintained enrollment levels. Enrollment data will be collected every month. This information will be combined enrollment for Head Start, Early Head Start, and the Pregnant Mom's Program. – *Ofelia Baron*

Enrollment – August/September

	Funded Enrollment Aug	Reported Enrollment Aug	Percent Enrollment Aug	Funded Enrollment Sept	Reported Enrollment Sept	Percent Enrollment Sept
Head Start Funded	411	410	99.76%	411	406	98.76%
Early Head Start Funded	120	120	100%	120	120	100%
Pregnant Moms Funded	8	8	100%	8	8	100%

Disability – August/September	Current Aug	Funded Enrollment Aug	Current Sep	Funded Enrollment Sep
HS # of Children with IEP	23	411	25	411
Percentage this month	5.6%		5.8%	
EHS Children with IFSP	6	120	7	120
Percentage this month	5%		5.8%	
Total # of children with IEP/IFSP	29	531	32	531
Program wide % this month	5%		6%	

HEAD START STAFF

Administrative Office
5430 Link Road
Phone (325)944-9666

Carolina Raymond
Director

Stephanie Hernandez
Assistant Director / Early Head Start
Education Manager

Cheryl Mayberry
Education & Disability Manager

Ofelia Barron
ERSEA & Facility Manager

Mary Husted
Compliance & Nutrition Specialist

Stacy Walker
Family & Community, Parent
Engagement Manager

Melissa Miranda
Health & Mental Health Manager



CONCHO VALLEY
COUNCIL OF GOVERNMENTS



Head Start

HEAD START & EARLY HEAD START

HEAD START (HS) promotes school readiness of children under 5 from low-income families through education, health, social and other services.

Early Head Start (EHS) provides intensive comprehensive child development and family support services to low-income infants and toddlers under the age of 3 and their families, and to pregnant women and their families.



To complete an online please contact the following sites below:

School	Director	Family Service Workers	Hours Operation	Phone
Christoval Head Start	Antionette Day	Antionette Day	7:45 am - 3:30 pm	325-896-7281
Day Head Start Early Head Start	Comoshontai Hollis	Cynthia Sosa Nelda Garza Lori Palacios Maida Rojas	7:45 am - 4:00 pm	325-481-3395
Eden Head Start	Mary Torres	Mary Torres	7:45 am - 3:30 pm	325-869-8703
Eldorado Head Start	Abigail Ussery	Abigail Ussery	7:45 am - 3:30 pm	325-853-3366
Menard Head Start Early Head Start	Bertha DeAnda	Bertha DeAnda	7:45 am - 3:30 pm	325-396-2885
Ozona Head Start	Tracy Ybarra	Tracy Ybarra	7:45 am - 3:30 pm	325-392-3429
Rio Vista Head Start Early Head Start	Michelle Aguirre	Kristy Geary Rebecca Salinas Maria Vasquez Emily Ceballos	7:45 am - 4:00 pm	325-659-3670



CONCHO VALLEY
COUNCIL OF GOVERNMENTS



Head Start



Program News

- In October we had Fire Prevention week. All the sites had visits from fireman from around the Concho Valley visit them and discuss fire safety.
- Xi Alpha Nu Sorrority donated 85 coats for families in need for the upcoming winter.
- We won Best Truck at the MHMR Halloween Outreach while providing candy and information on employment and registration for our program.
- La Esperanza has begun parking its mobile unit at our Rio Vista Site on the first Thursday of each month for the remainder of the school year to provide medical needs to our families and neighbors.







CONCHO VALLEY
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Head Start

CVCOG Head Start/Early Head Start—Job Postings

November 2023



Job Positions Available

1. Early Head Start Teacher @ Rio Vista HS/EHS
2. Head Start Teacher @ Day HS/EHS & Rio Vista HS/EHS
3. EHS Floater @ Rio Vista HS/EHS
4. Custodian/Cook Substitute @ Day HS/EHS & Rio Vista HS/EHS
5. Substitutes @ Ozona HS, Menard HS/EHS, Eden HS, and San Angelo HS/EHS



To Apply: Scan the QR Code or Contact us At!

CVCOG Head Start/Early Head Start
325-944-9666 / <https://www.cvcog.org/cvcog/>
5430 Link Rd. San Angelo, TX 76903