

JUN 28 2021

Approved

REQUEST FOR AGENDA PLACEMENT FORM

Submission Deadline - Tuesday, 12:00 PM before Court Dates

SUBMITTED BY: Rexann Knowles

TODAY'S DATE: June 22, 2021

DEPARTMENT: COUNTY JUDGE

SIGNATURE OF DEPARTMENT HEAD: X _____

REQUESTED AGENDA DATE: June 28, 2021

SPECIFIC AGENDA WORDING: Consideration of TxCDBG Contract No. 7218250 Depository/Autorized Signatories Designation Form and Request for Payment Draw No. 4 in the Amount of \$14,050.00 (GrantWorks \$6,050 & DBI \$8,000) and Authorization for the County Judge and County Auditor to Sign

PERSON(S) TO PRESENT ITEM: Rexann Knowles

SUPPORT MATERIAL: (Must enclose supporting documentation)

TIME: 2 minutes

ACTION ITEM: X

WORKSHOP: _____

(Anticipated number of minutes needed to discuss item) **CONSENT:** _____

EXECUTIVE: _____

STAFF NOTICE:

COUNTY ATTORNEY: XX

IT DEPARTMENT: _____

AUDITOR: XX

PURCHASING DEPARTMENT: _____

PERSONNEL: _____

PUBLIC WORKS: _____

BUDGET COORDINATOR: _____

OTHER: _____

*****This Section to be Completed by County Judge's Office*****

ASSIGNED AGENDA DATE: _____

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE _____

COURT MEMBER APPROVAL _____ Date _____



Mac Bruce
2201 Northland Drive
Austin, Texas 78756

Community Development Manager
(512) 420-0303 voice
(512) 420-0302 fax

DRAW REQUEST TRANSMITTAL COVER LETTER

June 22, 2021

Judge Roger Harmon
Johnson County
2 Main St. Room 120
Cleburne, TX 76033

Re: Texas CDBG Contract Number 7218250
Draw Request No. 4
Amount of this Draw: \$14,050.00

Enclosed please find the paperwork for the referenced draw. Please have these forms signed as indicated using **blue ink** by the appropriate individuals for processing by the Texas Department of Agriculture - Office of Rural Affairs (TDA). Once signed, please retain the original draw down forms and invoices for your files. Copies of the signed draw down forms and all invoices should then be returned to our Austin office as soon as possible via email or fax.

These funds are normally received within forty-five to sixty days following receipt of the documents by the TDA staff and should be directly deposited by the State Comptroller's office into your grant banking account.

Once the funds are received, within five (5) calendar days please prepare and mail payment to the following vendors in the amount indicated:

- **GrantWorks, in the amount of \$6,050.00 for invoice #3**
- **DBI Engineers, in the amount of \$8,000.00 for invoice #48845**

Thank you for your help. Please do not hesitate to call me at (512) 693-7503 if you have any questions or if I may be of assistance.

Sincerely,

Mac Bruce

A202

Depository/Authorized Signatories Designation Form

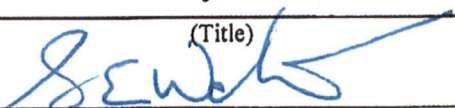

Grant Recipient Johnson County

TxCDBG Contract No. 7218250

The individuals listed below are designated by resolution as authorized signatories for contractual and environmental review documents.

Roger Harmon	
_____ (Name)	_____ (Name)
County Judge	
_____ (Title)	_____ (Title)
_____ (Signature)	_____ (Signature)

In addition to the individuals listed above, the individuals listed below are designated by resolution as authorized signatories for the *Request for Payment Form* (Form A203)—(At least two (2) signatories required).

Steven Watson	Roger Harmon
_____ (Name)	_____ (Name)
County Auditor	County Judge
_____ (Title)	_____ (Title)
 _____ (Signature)	 _____ (Signature)
_____ (Name)	_____ (Name)
_____ (Title)	_____ (Title)
_____ (Signature)	_____ (Signature)

NOTE: A copy of a Resolution passed by the city council or county commissioner's court authorizing the signatories must be submitted along with this form. Grant Recipients are strongly encouraged to use the sample resolution provided.



TxCDBG Request for Payment

A203

Grant Recipient: Johnson County

Contract No: 7218250

Request #: Draw 4

Activity Number	Current Budget	This Request	Total Drawn	Balance	% Remaining
Match	\$ 13,750.00	\$ -	\$ -	\$13,750.00	100.00%
Admin 21A	\$ 30,250.00	\$ (6,050.00)	\$ (21,175.00)	\$9,075.00	30.00%
Construction 03J_S	\$ 204,750.00	\$ -	\$ -	\$204,750.00	100.00%
Engineering 03J_S	\$ 40,000.00	\$ (8,000.00)	\$ (28,000.00)	\$12,000.00	30.00%
	\$ -	\$ -	\$ -	\$0.00	
	\$ -	\$ -	\$ -	\$0.00	
Totals:	\$ 275,000.00	\$ (14,050.00)	\$ (49,175.00)	\$225,825.00	

Progress Report	Actual Date	Exhibit C Date	Revised Date	Month Diff.
Contract Start Date:		11/1/2018		
All Professional Services Contracts Awarded:	2/11/2019	1/1/2019		1.4
4-month Conference Call:	3/6/2019	3/1/2019		0.2
Plans and Specs Completed/Approved by Locality:	10/26/2020	5/1/2019		18.1
Environmental Review Submitted:	12/9/2019	5/1/2019		7.4
All pre-construction Special Conditions cleared:	11/20/2020	7/1/2019		16.9
Construction Start:	6/14/2021	8/1/2019		22.8
50% of TxCDBG funds obligated:		8/1/2019		
Construction 50% Complete:		1/1/2020		
Construction 75% Complete:		4/1/2020		
Construction 90% Complete:		6/1/2020		
Construction & Final Inspection Completed:		7/1/2020		
End Date:		10/31/2021		
Project Completion Report Submitted:		44226.00		

Remarks / Comments:				
Period Covered:	4/15/2020	to	6/11/2021	If outside contract period, select:

ALL EXPENDITURES RELATED TO THIS CONTRACT MUST BE CONSISTENT WITH THE UNIFORM GRANT AND CONTRACT MANAGEMENT ACT, CHAPTER 783 OF THE TEXAS GOVERNMENT CODE AND 2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS, FINAL GUIDANCE.

CERTIFICATION: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Roger Harmon	County Judge		6-28-21
Name of 1st Authorized Signatory	Title	Signature of Authorized Official	Date
Steven Watson	County Auditor		6-28-21
Name of 2nd Authorized Signatory	Title	Signature of Authorized Official	Date



2201 Northland Drive
 Austin, Texas 78756
 Office: (512) 420-0303
 Fax: (512) 420-0302

INVOICE

Client

Judge Roger Harmon
 Johnson County
 2 Main St., Room 120
 Cleburne, TX 76033

Service Period

4/15/20-6/11/21

Contract No.

7218250

Invoice No.

3

Description

Amount

Milestone	
3 Complete Start of Construction Documents	\$6,050.00
Total Invoice:	\$6,050.00
Invoice Summary:	
Total Contract Amount	\$30,250.00
Amount Previously Invoiced	\$15,125.00
Amount Due this Invoice	\$6,050.00
Remaining Balance	\$9,075.00

Thank you for your business.
 Mac Bruce - Project Manager



550 Bailey Avenue • Suite 400 • Fort Worth, Texas 76107
 Tel: 817.335.1121 • Fax: 817.335.7437
 (TX REG. F-1114)

INVOICE

Johnson County
 missy.carugati@grantworks.net

June 17, 2021
 Project No: DBI1251.001
 Invoice No: 48845

TDA Contract # 7218250

Invoice Total	\$8,000.00
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Project DBI1251.001 Johnson County SUD WL-CR 1121 FM 4 TxCDBG-0119

Professional Services for the Period Ending: June 11, 2021 - From start date January 1, 2021

Phase	0001	Engineering		
Total Fee		40,000.00		
Percent Complete		70.00		
		Previous Fee Billing	20,000.00	
		Total Fee		8,000.00
		TOTAL THIS INVOICE		\$8,000.00

Approved By: Eddy Daniel