



**Paige McInnis**  
**Harris County Purchasing Agent**

June 26, 2025

Commissioners Court  
Harris County, Texas

**RE: Job No. 230318**

Members of Commissioners Court:

Please approve the attached Order(s) authorizing the County Judge to execute the attached First Amendment to the Agreement(s) for the following:

**Description:** Community Income Surveys and Evaluation for Mitigation Projects for the Harris County Flood Control District

**Vendor(s):** Outreach Strategists, LLC

**Amount:** \$415,630 previously approved funds for the term 01/09/2025 - 01/08/2026  
561,820 additional funds for the term 01/09/2025 - 01/08/2026  
\$977,450

**Reviewed By:** • Harris County Purchasing • Flood Control District

The First Amendment increases funding for services to be provided to the Flood Control District. Purchase order(s) will be issued upon Commissioners Court approval.

Sincerely,

Paige McInnis  
Purchasing Agent

JMB  
Attachment(s)  
cc: Vendor(s)

**FOR INCLUSION ON COMMISSIONERS COURT AGENDA JULY 10, 2025**



**AMENDMENT TO THE AGREEMENT BETWEEN HARRIS COUNTY AND  
OUTREACH STRATEGISTS, LLC**

THE STATE OF TEXAS     §  
  §  
COUNTY OF HARRIS     §

This Amendment to the Agreement is made and entered into by and between Harris County (the “County”), a body corporate and politic under the laws of the State of Texas and acting by and through its Housing and Community Development Department, previously known as the Community Services Department, (“Department”), and Outreach Strategists, LLC (“Contractor”) a limited liability company doing business under the laws of the State of Texas. County and Contractor are known individually as “Party” and collectively as “Parties.”

***Recitals***

On January 9, 2024, the County entered into an agreement with Contractor (the “Master Agreement”) to provide Community Income Surveys and Evaluation for Mitigation Projects using the Texas General Land Office (GLO) income survey methodology for the Department (the “Services”).

The County and Contractor now desire to amend the Master Agreement for the first time (“First Amendment”) for the purpose of adding Services on behalf of the Harris County Flood Control District and adding additional funds to the Master Agreement.

The County and Contractor are adding funds for additional services as illustrated in the additional BAFO and Household Maps attached hereto as Exhibit B-1 and incorporated herein by reference.

Contractor warrants and represents that it is willing and capable of providing the services.

***Terms***

**1)     CONTRACT CONSTRUCTION**

This First Amendment shall be governed by the Master Agreement, which is incorporated by reference as though fully set forth word for word.

**2)     LIMIT OF APPROPRIATION**

Having previously certified funds in the amount of Four Hundred Fifteen Thousand Six Hundred Thirty and 00/100 Dollars (\$415,630.00), the County hereby amends the Master Agreement to certify as available Five Hundred Sixty-One Thousand Eight Hundred Nineteen and 55/100 Dollars (\$561,819.55) in additional funds, bringing the total amount of funds certified as available under the Master Agreement to Nine Hundred Seventy-Seven Four Hundred Forty-Nine and 55/100 Dollars (\$977,449.55). Contractor understands and agrees, said understanding and agreement also being of the absolute essence of this contract, that the total maximum compensation that Contractor may become entitled to hereunder, and the total maximum sum that the County shall

become liable to pay to Contractor under this First Amendment, shall not under any conditions, circumstances, or interpretations thereof exceed the sum of Five Hundred Sixty-One Thousand Eight Hundred Nineteen and 55/100 Dollars (\$561,819.55). Contractor understands and agrees, said understanding also being of the absolute essence of this contract, that the maximum amount Contractor may become entitled to under the Master Agreement shall be Nine Hundred Seventy-Seven Four Hundred Forty-Nine and 55/100 Dollars (\$977,449.55). Notwithstanding anything to the contrary, or that may be construed to the contrary, the County's liability under the terms and provisions of this First Amendment is limited to said sum; and when all the funds so certified are expended, Contractor's sole and exclusive remedy shall be to terminate this First Amendment.

**3) EXHIBIT B**

Exhibit B-1 is hereby added to Exhibit B of the Master Agreement and made a part thereof by reference for all purposes.

**4) ORDER OF PRECEDENCE**

In the event of any conflict between the terms and provisions of this First Amendment, or any portion thereof, and the terms and provisions of any other part or portion of the Master Agreement, this First Amendment shall control.

All other terms and provisions of the Master Agreement shall remain in full force and effect as originally written and subsequently amended.

[EXECUTION PAGE FOLLOWS]

OUTREACH STRATEGISTS, LLC

HARRIS COUNTY

By:   
Name: Mustafa Tameez  
Title: Founder & CEO  
Date: 06/25/2025

By: \_\_\_\_\_  
LINA HIDALGO  
COUNTY JUDGE

APPROVED AS TO FORM:  
Christian D. Menefee  
COUNTY ATTORNEY


By:   
Emily Kunst  
Assistant County Attorney  
C.A. File 25GEN0876

EXHIBIT B-1

BAFO for Additional Households  
(follows behind)

April 8, 2025  
Mustafa Tameez  
6213 Skyline Dr Ste 2100  
Houston, TX 77057

**Subject: Best and Final Offer (BAFO), Request for Proposal (RFP): Job No. 23/0318 Community Income Surveys and Evaluation for Mitigation Projects for Harris County Community Services Department**

Dear Kevin Garza, Sephra Thomas, and Harris County Purchasing Agent,

We appreciate the interest in leveraging our contract for CDBG-MIT income surveys for Harris County Flood Control District. For the Kolbe and Lauder 3a projects, we propose the below Best and Final Offer:

#	Item	BAFO (Oct. 2023)	BAFO (Apr. 2025)
1-1	Project Manager	\$280.00	\$280.00
1-2	Evaluator	\$75.00	\$75.00
1-3	Evaluator	\$75.00	\$75.00
1-4	Evaluator	\$75.00	\$75.00
1-5	Engagement Specialist	\$250.00	\$250.00
1-6	Administrative	\$49,510	\$70,042.05

Enclosed is also our detailed budget using the income survey estimate provided attached, which shows the number of surveys needed (households) by each area, with each project area being surveyed and billed separately.

We propose a shift to a monthly billing cycle for all future invoices for a more streamlined and consistent billing process. This adjustment will simplify accounting processes and provide greater predictability for both parties.

Our priority remains to provide excellent service and to ensure that all of your billing needs are met.

Sincerely,



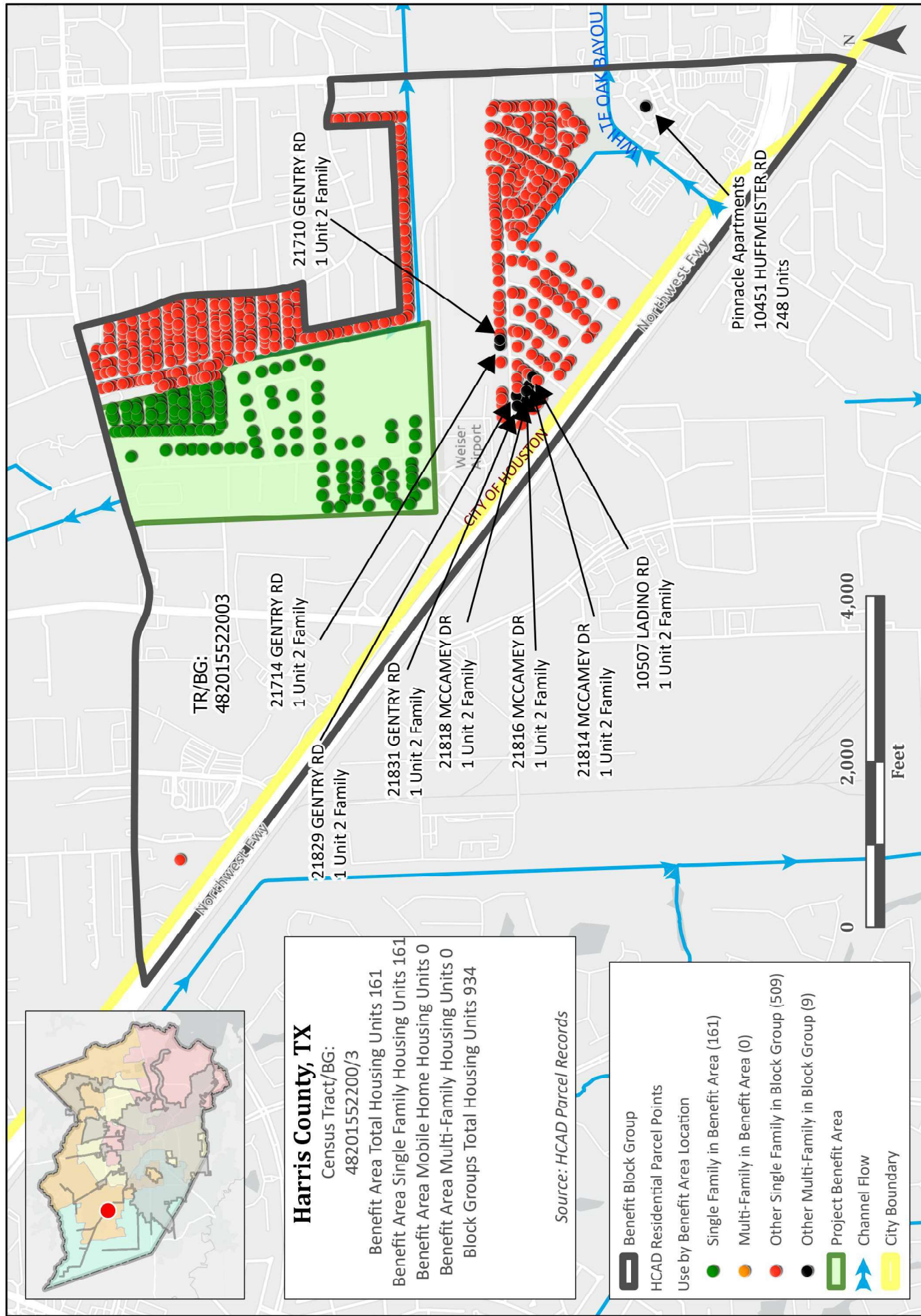
Mustafa Tameez

COST										
Project	Households	Single Family	Multifamily	# Visits	Evaluators	Project Manager	Engagement Specialist	Administrator	Administrative (Materials & Supplies)	Total
Kolbe	161	161	0	322	\$7,050.00	\$4,270.00	\$6,562.50	\$895.00		\$18,777.50
Lauder 3a	4320	3496	824	8640	\$121,875.00	\$184,520.00	\$167,500.00	\$62,335.00		\$536,230.00
Total	4481	3657	824	8962	\$128,925.00	\$188,790.00	\$174,062.50	\$63,230.00	\$6,812.05	\$561,819.55
									\$70,042.05	

# Kolbe - Total Households

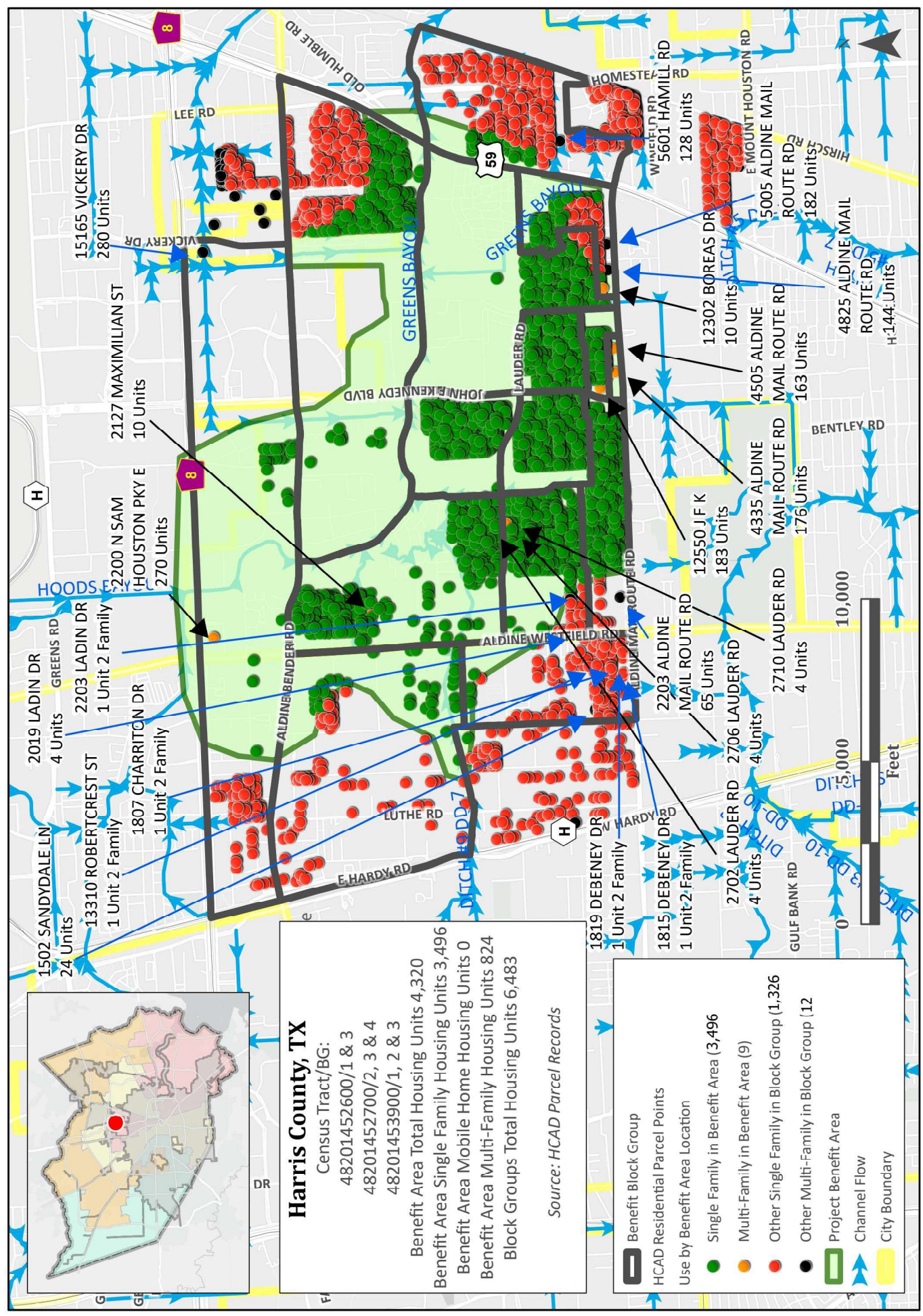
## Beneficiary Majority Backup Documentation

Key Map® #: 368N, S, T  
Precinct 3





# Lauder 3a - Total Households Beneficiary Majority Backup Documentation



**Harris County, TX**  
Census Tract/BG:  
48201452600/1 & 3  
48201452700/2, 3 & 4  
48201453900/1, 2 & 3  
Benefit Area Total Housing Units 4,320  
Benefit Area Single Family Housing Units 3,496  
Benefit Area Mobile Home Housing Units 0  
Benefit Area Multi-Family Housing Units 824  
Block Groups Total Housing Units 6,483

Source: HCAD Parcel Records

- Benefit Block Group
- HCAD Residential Parcel Points
- Use by Benefit Area Location
  - Single Family in Benefit Area (3,496)
  - Multi-Family in Benefit Area (9)
  - Other Single Family in Block Group (1,326)
  - Other Multi-Family in Block Group (12)
- Project Benefit Area
- Channel Flow
- City Boundary

**ORDER OF COMMISSIONERS COURT**  
Authorizing execution of an amendment to an agreement

The Commissioners Court of Harris County, Texas, convened at a meeting of said Court at the Harris County Administration Building in the City of Houston, Texas, on the \_\_\_\_ day of \_\_\_\_\_, 2025 with all members present except \_\_\_\_\_.

A quorum was present. Among other business, the following was transacted:

**ORDER AUTHORIZING EXECUTION OF AMENDMENT TO AGREEMENT WITH  
OUTREACH STRATEGISTS, LLC**

Commissioner \_\_\_\_\_ introduced an order and moved that Commissioners Court adopt the order. Commissioner \_\_\_\_\_ seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

Vote of the Court	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Judge Hidalgo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ellis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Garcia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ramsey, P.E.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Briones	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The County Judge thereupon announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order adopted follows:

**IT IS ORDERED** that County Judge Lina Hidalgo be, and she is hereby authorized to execute, for and on behalf of Harris County, the First Amendment to the Master Agreement to add \$561,819.55 to compensate Outreach Strategists, LLC for additional Services. The Amendment is incorporated herein as though fully set forth word for word.

All Harris County officials and employees are authorized to do any and all things necessary or convenient to accomplish the purposes of this order.