



# COMMISSIONERS COURT CONTRACT FORM

## CONTRACT SUMMARY

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Approve and authorize the County Judge to sign the First Amended Contract Service Agreement between the County of El Paso and the following service provider participating in the Border Prosecution Unit (BPU) initiative (Grant #2283712) from September 1, 2024, through August 31, 2025, Melissa Hightower (Contract No. 2024-0700).

**ADDITIONAL BACKGROUND:** The Border Prosecutor, Regional Border Prosecutors and Texas Anti-Gang Attorney provide direct prosecution resources to state and local law enforcement agencies, to their prosecutor counterparts in the 34th Judicial District, to prosecutors in Region 1 of the Border Prosecution Unit (BPU) and upon request to other prosecution offices in the border region. They will specifically assist the Texas Department of Public Safety and local law enforcement agencies to generate and develop long-term cases against ongoing criminal enterprises. Prosecutors work with other law enforcement agencies at the local, state, and federal level to identify and prosecute border crimes. The BPU provides technical assistance in drafting affidavits and court orders relating to stored communications, as well as the execution of those types or orders. The BPU with prosecutors from other jurisdictions target criminal enterprises who operate in multiple jurisdictions. The project provides funding from the administrative support, coordination, and training for the twenty-three (23) constituent district attorney offices, covering 54 Texas counties, that comprise the Texas Border Prosecution Unit, as well as other counties outside the border region that have been significantly affected by border crime.

**FISCAL IMPACT:** None. Contract service agreements are paid for entirely by the Border Prosecution Unit grant, awarded by the Texas Office of the Governor-Homeland Security Grants Division. No County Match required.

**PRIOR COURT ACTION:** BPU Professional Services Exemption approved by Comm Court on 06/10/2024; BPU Provider Contract #2023-0611 approved on 09/11/2023, Item 4J; BPU award accepted on 10/02/2023, Item #4V; BPU Grant Application #2023-0148 for FY23/25 approved on 03/06/2023, Item 4T.

**RECOMMENDATION:** Approve and authorize the County Judge to sign the First Amended Contract Service Agreement between the County of El Paso and the following service provider participating in the Border Prosecution Unit (BPU) initiative (Grant #2283712) from September 1, 2024, through August 31, 2025, Melissa Hightower (Contract No. 2024-0700).

## BASIC CONTRACT DETAILS

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CONTRACT NO.: 2024-0700

CONTRACT TITLE: Hightower / Border Prosecution Unit / Contract Services Agreement / [BPU] Grant No. 2283712 / Yr 23-25 / Amendment 1

SECOND PARTY: Melissa Hightower

CONTRACT TYPE: Grant Modification

## **TERM AND BUDGET DETAILS**

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TERM:

EXTENSION OPTIONS:

EFFECTIVE DATE:

MOD EFFECTIVE DATE (If Applicable): 09/01/2024

EXPIRATION DATE:

MOD EXPIRATION DATE (If Applicable): 08/31/2025

EXTENSION DEADLINE DATE (If Applicable):

AMOUNT:

MOD AMOUNT (If Applicable): 70000.00

## **APPROVALS**

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### **COUNTY ATTORNEY APPROVAL**

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

COUNTY ATTORNEY: Anthony Martinez

LEGAL REVIEW: Approved as to Form as Submitted

LEGAL REVIEW NOTES (If Applicable): Please remove highlighting from document before finalization for Commissioners Court agenda.

DATE: 8/22/2024

### **DIRECTOR/DEPARTMENT HEAD APPROVAL**

The undersigned hereby certifies that he/she has read the contract, understands and approves the contract terms and conditions and further certifies that the contract conforms to the bid specification, if any, and acknowledges that he/she is responsible for administering all terms and conditions.

DIRECTOR/DEPARTMENT HEAD/DESIGNEE: Bill D. Hicks

DEPARTMENT CONTACT: Silvia Serna

DEPARTMENT: District Attorney

DATE: 08/22/2024