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**El Paso County
Agenda Item Details**

Item Title:	Economic Development - Third Amendment to HFFI Agreement with UT Health (2025-0204)
Submitted By:	Roberto Ransom, Director
Department:	Economic Development Department
Department Phone Number:	915-273-3583
Subject:	Approve and authorize the County Judge to sign the third amendment to the Healthy Food Financing Initiative interlocal agreement with UT Health. No additional funds are required. (Contract No. 2025-0204)
Background:	<p>Amendment Justification: This amendment makes minor adjustments to the project budget line items to correct an issue with the previous indirect calculation without making a modification to the overall award amount.</p> <p>Original Background: In 2018, the County adopted the Healthy Food Financing Initiative, in partnership with UT Health. As the program continues to grow and expand, the need to establish a coordinating center to streamline administration of the program was identified. Economic Development staff has negotiated the terms to transition the existing memorandum of understanding to an interlocal agreement, to provide compensation for staff time dedicated to the recruitment and vetting of proposals, and the monitoring, evaluation, and impact measurement of awarded projects. The agreement also provides for continued partnerships in the hosting and mentoring of under-graduate and graduate research projects, such as the recently completed, county-wide grocery retail inventory.</p> <p>Contract Number: 2025-0204 Contract Term Start: N/A Contract Term End: N/A County Attorney Opinion Number:</p>
Fiscal Impact:	Fiscal Impact Historical \$155,000

COGF-1000-0000000-431-60-11191-0502-IF001-605103GF-ECONIMPACT-HEALTHY FOOD

Fiscal Impact Projected
N/A

Long Account Number: Amount:

Long Account Number: Amount:

Budget or Unbudgeted Match:

Recommendation:

Approve and authorize the County Judge to sign the third amendment to the Healthy Food Financing Initiative interlocal agreement with UT Health. No additional funds are required. Contract number 2025-0204.

Prior Action:

11/18/25: Approve and authorize the County Judge to sign the Second Amendment to the Interlocal Agreement with the University of Texas Health Sciences Center at Houston to increase their project budget by \$5,000 for additional financial review services conducted under the Healthy Food Financing Initiative. Funding is available in GF-ECONIMPACT-HEALTHY FOOD. (Contract No. 2024-0886)

11/9/22: Approve and authorize the County Judge to sign the Interlocal Agreement Between El Paso County and the University of Texas Health Science Center at Houston for Services Related to the Healthy Food Financing Initiative. Funding is available in GF-ECONIMPACT-HEALTHY FOOD. (Contract No. 2022-0214)

1/31/23: Approve and authorize the County Judge to sign the First Amendment to the Interlocal Agreement with the University of Texas Health Science Center at Houston for the Healthy Food Financing Initiative Coordinating Center Agreement, amend the invoicing dates listed as requirement for submission of proof of expenses for reimbursement, beginning on February 6, 2023. (Contract No. 2023-0040)

Strategic Plan:

Goal:

2. Transform Economic Development

Objective:

2.4 Focus on existing smaller businesses, micro-enterprises, entrepreneurs, and support innovation-hub-like resources, including policies for low-interest rate loans, grants, and incubator

Strategic Plan Information:

n/a

**Estimated Time Needed
For This Item:**

STATE OF TEXAS

COUNTY OF EL PASO

THIRD AMENDMENT TO HEALTHY FOOD FINANCING INITIATIVE INTERLOCAL AGREEMENT

This Third Amendment to the Healthy Food Financing Initiative Interlocal Agreement (“**Third Amendment**”), is entered into April 7, 2025, between the County of El Paso, Texas (“**County**”) and The University of Texas Health Science Center at Houston, (“**UTHealth**”), a state institute of higher education organized under the laws of the State of Texas and a member of the University of Texas System (“**System**”) governed by the Board of Regents of The University of Texas System (“**Board**”). The County and UTHealth may be referred to singularly as a “**Party**” or collectively as “**Parties**.” For the convenience of the Parties, all defined terms appear in **bold face** print when first defined.

WHEREAS, on the 7th day of November, 2022, the County of El Paso, Texas (“**County**”) and The University of Texas Health Science Center at Houston, (“**UTHealth**”) entered into an interlocal agreement, under County contract #2022-0214 for UTHealth’s coordination of the Health Food Financing Initiative (“**HFFI**”), and more specifically for UTHealth’s evaluation of HFFI grant applicants (the “**Agreement**”); and

WHEREAS, effective February 6, 2023, the Parties entered into the First Amendment to the Healthy Food Financing Initiative Interlocal Agreement (“**First Amendment**”), under County contract #2023-0040 to reflect adjustments made to the reporting dates and documentation required for each request for reimbursement, per the request of UT Health, and with the guidance of the County Auditors; and

WHEREAS, effective November 18, 2024, the Parties entered into the Second Amendment to the Healthy Food Financing Initiative Interlocal Agreement (“**Second Amendment**”), under County contract #2024-0886, to increase the overall project budget by \$5,000 and include the additional service to be provided by UTHealth of managing a subcontract with a Community Development Financial Institution (“**CDFI**”) to engage the financial review component of the Healthy Food Financing Initiative.

WHEREAS, the Parties now desire to amend the Agreement once more to update Attachment B to make an internal budget transfer between indirect costs and the Payment to People Fund-Financial Review.

2025-0204 Third Amendment. CAH.
2024-0886. Second Amendment. CJA.
2023-0040. First Amendment.
2022-0214. HFFI Interlocal with UTHealth.

NOW, THEREFORE, in light of the mutual promises and obligations contained herein, and in exchange for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

1. Adoption of Recitals. The above stated recitals are incorporated herein by reference and are made part of this Third Amendment and shall be as effective as repeated verbatim.
2. Effective Date. The Effective Date of this Third Amendment shall be April 7, 2025.
3. Amendments.

This Amendment modifies and replaces **Section 3 (Eligible Administrative Expenses) of Attachment B (Funding Eligibility and Limitations)**:

3. **Eligible Administrative Expenses**. Expenses UTHHealth incurs for staffing, outreach, application review and evaluation, management and monitoring of the program and Approved Projects, impact measurement, and technical support, as limited below:

Expense Description	Expense Amount (Year 1)	Expense Amount (Year 2)	Expense Amount (Year 3)	Total
Personnel Costs*	\$45,000	\$45,000	\$45,000	\$135,000
Payment to People Fund - Financial Review	\$0	\$0	\$4,500	\$4,500
Indirect Cost	\$5,000	\$5,000	\$5,500	\$15,500
TOTAL COST	\$50,000	\$50,000	\$55,000	\$155,000

*Personnel costs are actual costs that are tied to paystubs or payroll registers.

4. All other terms and conditions not specifically amended herein shall remain in full force and effect.

2025-0204 Third Amendment. CAH.
2024-0886. Second Amendment. CJA.
2023-0040. First Amendment.
2022-0214. HFFI Interlocal with UTHHealth.

IN WITNESS WHEREOF, the parties execute this Third Amendment to the Agreement which shall be effective on the 7th day of April 2025.

THE COUNTY OF EL PASO

The University of Texas Health Science Center
at Houston

By _____
Ricardo A. Samaniego
County Judge

Signed by:  3/17/2025
By _____
Valarie Bombed
Director, Sponsored Contracts

2025-0204 Third Amendment. CAH.
2024-0886. Second Amendment. CJA.
2023-0040. First Amendment.
2022-0214. HFFI Interlocal with UTHealth.

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Valerie Bomben

Valerie.C.Bomben@uth.tmc.edu

Director, Sponsored Contracts

The University of Texas Health Science

Security Level: Email, Account Authentication
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Valerie Bomben
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