



**SEVENTH AMENDMENT (RENEWAL) PROFESSIONAL SERVICES
AGREEMENT FOR INTELLIGENCE ANALYSTS AND FINANCIAL MANAGER
BETWEEN THE TEXOMA HIDTA AND THE KACE COMPANY, LLC.**

THIS SEVENTH AMENDMENT for RENEWAL is made and entered into by and between *The Texoma HIDTA* and THE KACE COMPANY, LLC. (Formerly the professional services division of MVM, Inc) (hereinafter "Contractor"), a Company authorized to conduct business in the State of Virginia.

WHEREAS the parties executed and accepted that certain Professional Services Agreement for an Intelligence Analyst October 5, 2018, and incorporated by reference herein for all purposes; and

WHEREAS the parties desire to renew the term of performance for Services; and

WHEREAS, the following changes are incorporated as if part of the original

Agreement and are incorporated by reference in the same as if fully set forth verbatim herein:

NOW, THEREFORE, the parties do mutually agree as follows

1. The agreement is hereby renewed for an additional one-year period beginning on January 1, 2024, and will terminate on December 31, 2024.
2. For Tulsa, OK: Upon condition that the Contractor fully and faithfully performs the Services, Buyer shall pay an annual Contractor fee for an Intelligence Analyst II in the amount of \$126,679.00. This fee will be prorated based upon the delivery of sales subject and execution of 1,840 hours per year at \$68.85 per hour. All hours worked in excess of 1,840 during the year will be compensated at \$68.85 per hour.

For Irving, TX: Upon condition that the Contractor fully and faithfully performs the Services, Buyer shall pay an annual Contractor fee for an Financial Manager in the amount of \$210,080.00. This fee will be prorated based upon the delivery of sales subject and execution of 1,840 hours per year at \$114.27 per hour. All hours worked in excess of 1,840 during the year will be compensated at \$114.27 per hour.

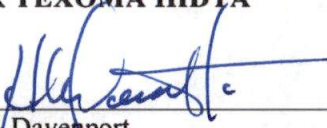
Upon condition that the Contractor fully and faithfully performs the Services, Buyer shall pay an annual contractor fee for travel in the amount of \$5,000.00. Fees paid for travel shall be in accordance with the Federal Joint Travel regulations. This fee shall be prorated based upon the submission of travel reimbursement requests accompanied by the appropriate supporting documentation required by Navarro County.

The total to be paid to KACE for the provision of these services is \$336,759.00. All other terms and conditions remain unchanged.



IN WITNESS WHEREOF, the parties hereto have put their hands to this amendment on the dates indicated below:

**COUNTY OF NAVARRO
FOR TEXOMA HIDTA**




H.M. Davenport

County Judge

1-8-24

Date:

THE KACE COMPANY, LLC.



Lorena Austin

Contracts Manager

December 18, 2023

Date:

KACE Company

44620 Guilford Drive • Suite 150 • Ashburn • VA • 20147
Tel (571) 223.4600 • Fax (571) 441.6239



JOB DESCRIPTION: FINANCIAL MANAGER

The HIDTA Financial Manager performs budgeting, accounting, and preliminary auditing of all Houston HIDTA funded initiatives, and is responsible for reviewing financial reports, monitoring accounts, preparing activity reports and financial forecasts, conducting data analysis, planning, and strategizing, and advising the HITDA Director, senior staff, and TEXOMA HIDTA Executive Board.

ESSENTIAL FUNCTIONS AND DUTIES

- Responsible to assist the Director with budget formation for the HITDA
- Prepares annual budget estimates and coordinates budget submissions to the director and ONDCP. Examines program objectives and packages submitted by agencies and contractors for adequacy of material.
- Develops, coordinates and manages HIDTA contracts and renewal processes
- Develops and disseminates necessary guidelines and instructional material for preparation of budget submission and program objectives.
- Provides technical assistance for developing budget submissions and funding estimates.
- Evaluates consistency of dollar estimates with performance costs and current budget ceilings to assure conformity with target ceilings and program goals.
- Makes mathematical determinations of reasonable costs and establishes standards.
- Assists in the development of details on past experience and compiles comparative actual financial and statistical data. Assists in planning and development of materials for presentation to ONDCP.
- Reviews, analyzes and provide recommendations on requests from agencies for reprogramming, allocation, and budget amendments.
- Reviews and analyzes reimbursement requests from fiduciaries to determine allowable expenses.
- Works directly with fiduciaries as liaison between the agency the HIDTA and ONDCP.
- Establishes, interprets, and revises procedures and instructions for preparing presenting budget proposals, budget forecasts and expenditure reports for all agencies.
- Coordinates and implements new or revised accounting systems, initiating necessary instructions and procedures.
- Assures accounting reporting systems and procedures are in compliance with established Government, ONDCP and administrative policies/regulations.
- Provides strategic input to the Director and Executive Board as it relates to fiscal and budget matters.
- Other duties as assigned.

KACE Company

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