



MINUTES

MARCH 28, 2023

BRAZOS COUNTY COMMISSIONERS COURT

REGULAR MEETING

A regular meeting of the Commissioners' Court of Brazos County, Texas was held in the Brazos County Commissioners Courtroom in the Administration Building, 200 South Texas Avenue, in Bryan, Brazos County, Texas, beginning at 10:00 a.m. on Tuesday, March 28, 2023 with the following members of the Court present:

Duane Peters, County Judge, Presiding;
Steve Aldrich, Commissioner of Precinct 1;
Chuck Konderla, Commissioner of Precinct 2;
Nancy Berry, Commissioner of Precinct 3;
Wanda J. Watson, Commissioner of Precinct 4;
Karen McQueen, County Clerk.

The attached sheets contain the names of the citizens and officials that were in attendance.

1. Invocation and Pledge of Allegiance
 - U.S. and Texas Flag - Commissioner Konderla

2. Call for Citizen input and/or concerns

There was no Citizen input.

Consider and take action on agenda items: 3 - 18

3. Approval of Disclaimer of Interest in Property and Resolution 23-011 authorizing the County Judge to sign.

A copy of the resolution is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

4. Request from the Sheriff's Office - Administration to create the following positions under the BV Human Trafficking Task Force Grant with effective date as of April 1, 2023.
 - a. Create Investigator - BV Human Trafficking Task Force Grant, Job Code 1409 Position 1, Group 25 Step 3, Full-Time
 - b. Create Investigator - BV Human Trafficking Task Force Grant, Job Code 1409 Position 2, Group 25 Step 3, Full-Time

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

5. Approval of the following Job Description:
 - a. Human Trafficking Investigator (Sheriff Administration) 2080 hours (Code B1409)

A copy of the job description is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

6. Approval requested from Constable Pct 3 for Stop the Bleed Project Grant Application.

A copy of the grant application is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

7. Approval requested from Risk Management for the property renewal with Texas Association of Counties to include buildings, mobile equipment and unmanned aircraft and fine arts.

A copy of the property renewal with Texas Association of Counties is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

8. Approval of contract with St. Joseph Regional Health Center for the purchase of real property in the amount of \$1,800,000.

A copy of the affidavit of abstention for Commissioner Konderla and the contract is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by County Judge Duane Peters. Passed. 4-0. Ayes: Aldrich, Berry, Peters, Watson. Abstain: Konderla.

9. Approval of Change Order #2 to CIP #21-634 Replacement of Various Roofs Phase II to the Detention Center with Durolast in the amount of \$8,000.00 for the following:

- a. Removal and disposal of existing coping metal.
- b. Prepping parapet substrate to accept adhered membrane.
- c. Adhere 80 MIL Membrane up and over the parapet wall.
- d. Terminate membrane, according to manufacturer's specification, with approximately 480 lineal feet of All-Term Metal Edge on Rec Yard Area Roof #4.

A copy of the change order is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

10. Approval of Contract #23-114 On-Site Training for Budgetary Fund Accounting System for Tax Office with Computer Information Concepts, Inc.

A copy of the service contract is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Wanda J. Watson. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

11. Approval of Contract #23-117 with Lexis Nexis for Public Defender's Office.

A copy of the service contract is attached.

Motion: Approve, Moved by Commissioner Steve Aldrich, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

12. Consider and take action to close, vacate and abandon a 50' and a 60' right of way located in Blocks IV and V of the town of Millican. Roadways were never built and there is no public interest served by retaining the original right of way. Site is located in Precinct 1.

A copy of the order is attached.

Motion: Approve, Moved by Commissioner Steve Aldrich, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

13. Consider and take action on the Wellborn SUD utility permit for a bore for a 1" service line crossing under Westbrook Road 370 feet west of Joubert Road. Site is located in Precinct 1.

Motion: Approve, Moved by Commissioner Steve Aldrich, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

14. Approval of the Treasurer Report for February 2023.

The Court voted unanimously to receive, approve and order filed as submitted the Treasurer's report for February 2023. A copy is attached and made a part of these minutes.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

15. Tax Refund Applications for the following:

Overpayments

- a. Robert & Laurie Chapkin - \$8.66
- b. John & Charlotte Boegner - \$115.77
- c. Ryan Tax Compliance Services, LLC - \$1,122.09
- d. Oro Brazos Minerals - \$1,721.18

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Steve Aldrich. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

16. Budget Amendments.

- FY 22/23 Budget Amendments 25.01 - 25.06

25.01 Transfer Contingency funds to Courthouse Security.

25.02 Reallocate funds for Records Management.

25.03 Reallocate American Rescue Plan Act funds.

25.04 Transfer Capital funds to Medical Examiner's Building.

25.05 To recognize revenue from Southeast Texas Juvenile Chief's Association Supplemental and Emergent Funds.

25.06 Reallocate funds for Auditor.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

17. Personnel Change of Status.

- a. Employment & Separations
- b. Personnel Action Forms

A copy of the Personnel Change of Status is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Steve Aldrich. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

18. Payment of Claims.

Claims

8121244 - 8121409

9007120 - 9007160

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by

Commissioner Steve Aldrich. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

19. Acknowledgement of correct title position of Veteran and/or Mental Health Court Committee Member, Nancy Fahrenwald, PhD, RN, PHNA-BC, FAAN to be: Texas A&M University, A&M Health.

The Court acknowledged the correction of position title.

20. Acknowledgement of FY 2022-2023 Budget to Actuals by Fund as of March 22, 2023. Acknowledgement of FY 2022-2023 Contingency Budget to Actuals as of March 22, 2023.

The Court acknowledged receipt of the 2022-2023 Budget to Actuals by Fund and Contingency Fund Budget to Actuals as of March 22, 2023.

21. Acknowledgement of monthly reports submitted in March 2023.

The Court acknowledged receipt of the Extension Service reports and County Clerk reports submitted in March 2023 showing revenues collected and remitted to the County Treasurer.

22. Juvenile director's report on detention population.

Juvenile Director Linda Ricketson reported there are 40 juveniles in the detention center, 27 are male and 13 are female, and 27 have electronic monitors.

23. Sheriff's report on inmate population.

Sheriff Wayne Dicky stated there were 672 inmates in jail, 584 inmates are male, 88 are female and 43 have electronic monitors.

24. Announcement of interest items and possible future agenda topics.

There were no announcements.

25. Call for Citizen input and/or concerns

Patrick Gendron informed the Court that the number of Juveniles in the Brazos County Juvenile Detention Center is three times that of other counties across the State.

26. Adjourn.



The foregoing minutes of the Commissioners Court Meeting held March 28, 2023, have been examined and are approved in open Court this 11th day of April 2023, in Bryan, Brazos County, Texas.

A blue ink signature of Duane Peters, written in a cursive style.

Duane Peters
County Judge

A blue ink signature of Steve Aldrich, written in a cursive style.

Steve Aldrich
Commissioner, Precinct 1

A blue ink signature of Chuck Konderla, written in a cursive style.

Chuck Konderla
Commissioner, Precinct 2

A blue ink signature of Nancy Berry, written in a cursive style.

Nancy Berry
Commissioner, Precinct 3

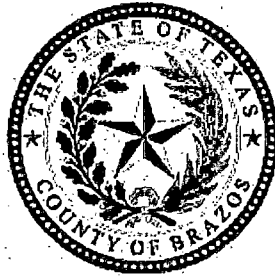
A blue ink signature of Wanda Watson, written in a cursive style.

Wanda Watson
Commissioner, Precinct 4

Attest:

A blue ink signature of Karen McQueen, written in a cursive style.

Karen McQueen
County Clerk



FILED

2023 MAR 24 P 1:11

Karen McCreer

**BRAZOS COUNTY
BRYAN, TEXAS**

NOTICE OF MEETING AND AGENDA

BRAZOS COUNTY COMMISSIONERS COURT

**THE COMMISSIONERS COURT OF BRAZOS COUNTY WILL MEET
IN REGULAR SESSION ON MARCH 28, 2023 AT 10:00 AM IN THE
COMMISSIONERS COURTROOM OF THE COUNTY
ADMINISTRATION BUILDING, 200 SOUTH TEXAS AVE., SUITE 106,
BRYAN, TX 77803, THE PUBLIC MAY WATCH THE MEETING LIVE
AT FACEBOOK.COM/BRAZOSCOUNTYTX**

-
1. Invocation and Pledge of Allegiance
 - U.S. and Texas Flag - Commissioner Konderla
 2. Call for Citizen input and/or concerns

Consider and take action on agenda items: 3 - 18

3. Approval of Disclaimer of Interest in Property and Resolution 23-011 authorizing the County Judge to sign.
4. Request from the Sheriff's Office - Administration to create the following positions under the BV Human Trafficking Task Force Grant with effective date as of April 1, 2023.
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 - a. Removal and disposal of existing coping metal.
 - b. Prepping parapet substrate to accept adhered membrane.
 - c. Adhere 80 MIL Membrane up and over the parapet wall.
 - d. Terminate membrane, according to manufacturer's specification, with approximately 480 lineal feet of All-Term Metal Edge on Rec Yard Area Roof #4.
10. Approval of Contract #23-114 On-Site Training for Budgetary Fund Accounting System for Tax Office with Computer Information Concepts, Inc.
11. Approval of Contract #23-117 with Lexis Nexis for Public Defender's Office.
12. Consider and take action to close, vacate and abandon a 50' and a 60' right of way located in Blocks IV and V of the town of Millican. Roadways were never built and there is no public interest served by retaining the original right of way. Site is located in Precinct 1.
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16. Budget Amendments.
 - FY 22/23 Budget Amendments 25.01 - 25.06
 17. Personnel Change of Status.
 - a. Employment & Separations
 - b. Personnel Action Forms
 18. Payment of Claims.
 19. Acknowledgement of correct title position of Veteran and/or Mental Health Court Committee Member, Nancy Fahrenwald, PhD, RN, PHNA-BC, FAAN to be: Texas A&M University, A&M Health.
 20. Acknowledgement of FY 2022-2023 Budget to Actuals by Fund as of March 22, 2023. Acknowledgement of FY 2022-2023 Contingency Budget to Actuals as of March 22, 2023.
 21. Acknowledgement of monthly reports submitted in March 2023.
 22. Juvenile director's report on detention population.
 23. Sheriff's report on inmate population.

24. Announcement of interest items and possible future agenda topics.
25. Call for Citizen input and/or concerns
26. Adjourn.

PUBLIC COMMENTS

Public Comment during the Commission Meeting may be for all matters, both on and off the agenda, and be limited to four minutes per person. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment at the Commission meeting. Members of the public are reminded that the Brazos County Commissioners Court is a Constitutional Court, with both judicial and legislative powers, created under Article V, Section 1 and Section 18 of the Texas Constitution. As a Constitutional Court, the Brazos County Commissioners Court also possesses the power to issue a Contempt of Court Citation under Section 81.024 of the Texas Local Government Code. Accordingly, members of the public in attendance at any Regular, Special and/or Emergency meeting of the Court shall conduct themselves with proper respect and decorum in speaking to, and/or addressing the Court; in participating in public discussions before the Court; and in all actions in the presence of the Court. Those members of the public who are inappropriately attired and/or who do not conduct themselves in an orderly and appropriate manner will be ordered to leave the meeting. Refusal to abide by the Court's Order and/or continued disruption of the meeting may result in a Contempt of Court Citation.

It is not the intention of the Brazos County Commissioners Court to provide a public forum for the demeaning of any individual or group. Neither is it the intention of the Court to allow a member (or members) of the public to insult the honesty and/or integrity of the Court, as a body, or any member or members of the Court, or County employees, individually or collectively. Accordingly, profane, insulting or threatening language directed toward the Court and/or any person in the Court's presence and/or racial, ethnic or gender slurs or epithets will not be tolerated. Violation of these rules may result in the following sanctions:

1. cancellation of a speaker's time;
2. removal from the Commissioners Court;
3. a Contempt Citation; and/or
4. such other and/or criminal sanctions as may be authorized under the Constitution, Statutes and Codes of the State of Texas.

The County Commissioners Court can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters not listed on the published agenda. The Open Meeting Law does not expressly prohibit responses to public comments by the Commissioners Court. However, responses from the County Judge or Commissioners to unlisted public comment topics could become deliberation on a matter without notice to the public. To ensure the public has notice of all matters the Commissioners Court will consider, the County Judge and/or Commissioners may choose not to respond to public comments, except to correct factual inaccuracies, recite existing policy in response to an inquiry or to ask that a matter be listed on a future agenda. See Texas Open Meetings Act Section 551.042.

INVOCATION

Any invocation that may be offered before the official start of the Court meeting shall be to and for the benefit of the Court. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Court and do not necessarily represent the religious beliefs or views of the Court in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to actively participate in the business of the Court.

The Commissioners Courtroom of the County Administration Building, 200 South Texas Ave., Suite 106, Bryan, TX 77803, THE PUBLIC MAY WATCH THE MEETING LIVE AT [FACEBOOK.COM/BRAZOSCOUNTYTX](https://www.facebook.com/brazoscountytexas) is wheelchair accessible. Handicap parking spaces are available. Any request for sign interpretive services must be made two working days before the meeting. To make arrangements, please call (979) 361-4102.

BRAZOS COUNTY COMMISSIONER'S COURT

28 DAY OF March, 2023
10:00 (AM/PM, Regular Meeting)

Name

(PLEASE PRINT)

Cheryl Coffman

Aubrey Leggett

Karen McQueen

Ilo Workman

Bruce Erratt

Tyler Hoskins

Marsha Anderson

Paul Martinez

Garrett House

Chira Payne

Spencer Mays

Linda Ricketson

Melissa Blenis

Michelle Meade

Kristeen Roe

Organization

(PLEASE PRINT)

Commissioners

Commissioners

Co Clk

" "

Co Judge's Office

KBTX

Co. Judge

Sheriff's Office

BCSO

Budget

Budget

Juvenile

Co. Judge

BCOEM

Tax Office

BRAZOS COUNTY COMMISSIONER'S COURT

28th DAY OF March, 2023
10:00 AM/PM, Regular

Name

(PLEASE PRINT)

Organization

(PLEASE PRINT)

<u>Katie Connor</u>	<u>Auditor</u>
<u>Courtney Green</u>	<u>Co-Judge</u>
<u>Kimberly Proctor</u>	<u>CO Judge</u>
<u>Kathryn Battles</u>	<u>BC Purchasing</u>
<u>Wm. Charles Wendt</u>	<u>BC Purchasing</u>
<u>Bragley Nelson</u>	<u>BC Purchasing</u>
<u>Bill Oliver</u>	<u>WTAW</u>
<u>Ed Bull</u>	<u>Co Judge</u>
<u>Donald Lampo</u>	<u>Constable Pct 2</u>
<u>Patrick Gendron</u>	<u>Citizen</u>
<u>Wayne Dickey</u>	<u>Sheriff</u>
<u>Helen Washington</u>	<u>Citizen</u>
<u>Steven White</u>	<u>Sheriff's Office</u>
<u>Jennifer Salazar</u>	<u>HR</u>
<u>Leslie Contreras</u>	<u>Risk Manager</u>
<u>Bobby Brum</u>	<u>The Code</u>
<u>Barbara Smith</u>	<u>Co Judge</u>
<u>Laura Davis</u>	<u>Heard</u>



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: Approval of Disclaimer of Interest in Property and Resolution 23-011 authorizing the County Judge to sign.

TO: Commissioners Court

DATE: 03/23/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Resolution Authorizing County Judge to Sign.pdf	Resolution	Backup Material
Disclaimer.pdf	Disclaimer	Backup Material



RESOLUTION

WHEREAS, a 1.74-acre tract or parcel of land lying and situated in Brazos County, Texas was purportedly conveyed to the County by Century Hill, Ltd. by Warranty Deed recorded in Volume 18343, Page 291, of the Official Records of Brazos County, Texas; and

WHEREAS, The County neither accepts the interest sought to be conveyed nor has the County exercised in any way dominion over said property;

WHEREAS, Pursuant to Texas Property Code, Chapter 240, Brazos County, Texas disclaims any and all right, title, and interest in and to the aforementioned property.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners Court of Brazos County that the Brazos County Judge has been designated the authority to sign the Disclaimer of Interest of Property.

RESOLVED this 28 day of March 2023.

A blue ink signature of Duane Peters, County Judge, written over a horizontal line.

Duane Peters
County Judge

A blue ink signature of Steve Aldrich, County Commissioner, Precinct 1, written over a horizontal line.

Steve Aldrich
County Commissioner, Precinct 1

A blue ink signature of Chuck Konderla, County Commissioner, Precinct 2, written over a horizontal line.

Chuck Konderla
County Commissioner, Precinct 2

A blue ink signature of Nancy Berry, County Commissioner, Precinct 3, written over a horizontal line.

Nancy Berry
County Commissioner, Precinct 3

A blue ink signature of Wanda J. Watson, County Commissioner, Precinct 4, written over a horizontal line.

Wanda J. Watson
County Commissioner, Precinct 4

ATTEST:

A blue ink signature of Karen McQueen, County Clerk, written over a horizontal line.

Karen McQueen, County Clerk

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILE FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

DISCLAIMER OF INTEREST IN PROPERTY

DATE: MARCH 28, 2023

GRANTOR: BRAZOS COUNTY, TEXAS

GRANTOR'S MAILING ADDRESS: 200 South Texas Avenue, Suite 332
Bryan, Brazos County, Texas 77803

GRANTEE: CENTURY HILL, LTD., a Texas limited partnership, acting herein by and through its general partner, CENTURY HILL HOLDINGS, INC., a Texas corporation

GRANTEE'S MAILING ADDRESS: 1700 N. Valley Mills Drive
McLennan County
Waco, Texas 76714-7595

CONSIDERATION: \$10.00 and Other Good and Valuable Consideration

PROPERTY:

All that certain 1.74-acre tract or parcel of land lying and situated in Brazos County, Texas, being the tract or parcel of land shown as the Detention Pond Common Area, Century Hill Development Subdivision, according to the Plat recorded in Volume 7623, Page 231, Official Records of Brazos County, Texas.

The above-described property was purportedly conveyed to Brazos County, Texas by Century Hill, Ltd. By Warranty Deed recorded in Volume 18343, Page 291, of the Official Records of Brazos County, Texas. Said Warranty Deed was not delivered to Brazos County, Texas, nor did the County have actual or constructive knowledge of the purported conveyance. Pursuant to TEXAS PROPERTY CODE, Chapter 240, Brazos County, Texas, hereby fully disclaims any and all right, title, and interest in and to the above-described Property purportedly conveyed by Warranty Deed. The County has neither accepted the interest sought to be conveyed nor has the County exercised in any way dominion or control over said Property.

As County Judge of Brazos County, Texas, the undersigned is authorized under the Brazos County Commissioners Court to make this Disclaimer on behalf of Brazos County, Texas.

This Disclaimer has been delivered to Grantee by certified mail, return receipt requested, at the address above, which the County believes in good faith to be the address at which the Grantee is likely to receive the delivery.

BRAZOS COUNTY, TEXAS

BY: 

DUANE PETERS, COUNTY JUDGE

**APPROVED AS TO FORM
THIS DOCUMENT MAY NOT BE
CHANGED WITHOUT
RE-SUBMISSION FOR APPROVAL.**

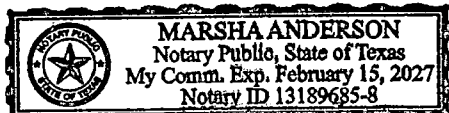

BRUCE L. ERRATT, General Counsel


THE STATE OF TEXAS

COUNTY OF BRAZOS

ACKNOWLEDGMENT

This instrument was acknowledged before me on this 28 day of MARCH, 2023, by DUANE PETERS, County Judge of Brazos County, Texas, on behalf of said County.




NOTARY PUBLIC in and for the State of Texas

PREPARED IN THE OFFICE OF:

Brazos County, Texas
General Counsel
200 S. Texas Ave., Ste. 329
Bryan, TX 77803

AFTER RECORDING, RETURN TO:

Brazos County, Texas
General Counsel
200 S. Texas Ave., Ste. 329
Bryan, TX 77803



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office

NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: Request from the Sheriff's Office - Administration to create the following positions under the BV Human Trafficking Task Force Grant with effective date as of April 1, 2023.

- a. Create Investigator - BV Human Trafficking Task Force Grant, Job Code 1409
Position 1, Group 25 Step 3, Full-Time
- b. Create Investigator - BV Human Trafficking Task Force Grant, Job Code 1409
Position 2, Group 25 Step 3, Full-Time

TO: Commissioners Court

FROM: Nina Payne

DATE: 03/22/2023

FISCAL IMPACT: False

BUDGETED: True

DOLLAR AMOUNT: \$0.00

SOURCE OF FUNDS: Grant Fund - 30000
Division - 283700

NOTES/EXCEPTIONS: On March 14, 2023, Budget Amendment 23.02 was approved to recognize the revenue for the FY 2023 BV Human Trafficking Task Force Development Grant.

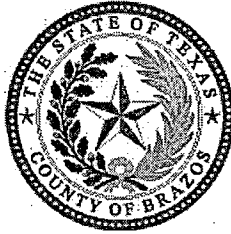
ACTION REQUESTED OR
ALTERNATIVES: Request approval.

ATTACHMENTS:

File Name

Description

Type



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: Request from the Sheriff's Office - Administration to create the following positions under the BV Human Trafficking Task Force Grant with effective date as of April 1, 2023.

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TO: Commissioners Court

FROM: Nina Payne

DATE: 03/22/2023

FISCAL IMPACT: False

BUDGETED: True

DOLLAR AMOUNT: \$0.00

SOURCE OF FUNDS: Grant Fund - 30000
Division - 283700

NOTES/EXCEPTIONS: On March 14, 2023, Budget Amendment 23.02 was approved to recognize the revenue for the FY 2023 BV Human Trafficking Task Force Development Grant.

ACTION REQUESTED OR ALTERNATIVES: Request approval.

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
<u>Human Trafficking Grant Memo 3.20.23.pdf</u>	Human Trafficking Grant Memo	Cover Memo
<u>Human Trafficking Grant Position Control 3.21.23.pdf</u>	Human Trafficking Grant - Position Control	Backup Material

APPROVED

 3/28/23

Duane Peters
County Judge

Date



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources

NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: Approval of the following Job Description:
• a. Human Trafficking Investigator (Sheriff Administration) 2080 hours (Code B1409)

TO: Commissioners Court

DATE: 03/22/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

[Human Trafficking Investigator
\(Sheriff Office - Administration\)
2080 hours \(Code B1409\).docx](#)

Description

Approval of the following Job Description: Human
Trafficking Investigator (Sheriff Administration) 2080 hours
(Code B1409)

Type

Backup Material



Brazos County Job Description

Last Updated: March 2023

Template Revision 1.2 08/15/2012

Class Number:	B1409	Title:	Human Trafficking Investigator
Pay Group:	25	Department:	Sheriff's Administration
FLSA Status:	Non-Exempt	Reports To:	County Sheriff
Approved Date:		EEOC Category:	Protective Service Workers

General Summary:

Investigates criminal offenses, including following-up on tips from informants, preparing affidavits of probable cause, taking statements and confessions, preparing investigative reports, gathering evidence, and preparing cases for prosecutors; draws up complaints for search warrants; prepares and serves search and arrest warrants; assists public in reporting crimes; testifies in court; and assists other law enforcement agencies with investigations.

Essential Duties:

- Conducts follow-up investigations of reported criminal offenses, including preparing cases for presentation to the District Attorney's Office, County Attorney's Office, Federal Court, Grand Jury, and the Federal Grand Jury;
- Investigates crime scenes, including taking photographs, developing latent prints, interviewing and interrogating witnesses and suspects, sketching crime scenes, and writing reports;
- Receives and acts on information received from informants regarding cases;
- Conducts surveillance work on cases;
- Prepares affidavits of probable cause for arrest of offenders who are identified during investigations;
- Contacts crime victims, witnesses, and suspects and takes statements and confessions;
- Prepares investigative reports, including copying and presenting to the District Attorney or County Attorney's offices;
- Gathers evidence pertaining to criminal investigations, including photographing and/or videotaping crime scenes, attending autopsies, obtaining hospital records, obtaining evidence from crime labs, and checking criminal histories;
- Contacts various law enforcement agencies, including requesting more information for cases and obtaining Agency Offense Reports;
- Files cases with the District Attorney and County Attorney's offices;
- Assists District Attorney's Office in preparing cases for Grand Jury and trial as needed;
- Assists other divisions, sections, or personnel as needed or directed;
- Draws up complaints for arrest warrants;
- Obtains and serves search and arrest warrants, including seizing property, locating suspects, and taking them into custody;
- Assists people reporting crimes;
- Testifies in state, federal, and municipal courts concerning investigative work performed;
- Participates in operations for human/labor trafficking offenders and other cases;
- May perform undercover duties related to the investigation of human/labor trafficking offenders, including searching for and working with informants, arresting offenders, and seizing evidence; and
- Works with other agencies on crime investigations.

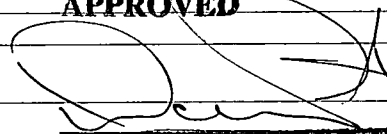
Other Duties as assigned.

Supervision	
Received:	From County Sheriff
Given:	This is a non-supervisory position.

Education	
Required:	Intermediate peace officer certification; or any equivalent combination of education and experience which provides the required knowledge, skills, and abilities.
Preferred:	

Experience	
Required:	At least three years of experience.
Preferred:	

APPROVED


Duane Peters
County Judge

3/28/23
Date

Certificates, Licenses, Registrations	
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Required:	Intermediate certification from the Texas Commission on Law Enforcement (TCOLE); and valid Texas motor vehicle operator's license.
Preferred:	

<i>Physical Demands</i>	
Typical:	The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel; reach with hands and arms; bend and kneel; and talk and hear. The employee frequently is required to stand and walk. The employee must frequently lift and/or move objects weighing up to 20 pounds, such as books and stacks of records, and occasionally must lift and/or move objects weighing 100 pounds or more. The employee may be occasionally called upon to perform acts of intense physical exertion during emergency situations. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, color vision, and ability to adjust focus.

<i>Knowledge, Skills, & Abilities</i>	
Typical:	Texas Penal Code; Code of Criminal Procedures; investigation of criminal offenses; criminal justice system; computers; interview and interrogation techniques; and department policies and procedures. Operate computers, including word processing software; read reports, letters and memos; write reports, letters, and memos; perform investigative work; interview and interrogate suspects, victims, and witnesses; analyze data; reason and draw conclusions; operate office equipment such as facsimile machine and copy machine; safely handle firearms; communicate effectively, both orally and in writing; and maintain effective working relationships with coworkers, attorneys, and personnel of other law enforcement agencies.

<i>Work Environment</i>	
Typical:	The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the essential duties of this job, the employee is constantly required to work under time pressures to meet deadlines, to perform multiple tasks simultaneously, and to perform tedious and exacting tasks; the employee is frequently placed in emergency situations in which there is the possibility of danger or physical abuse; the employee is frequently required to work with others a part of a team. The noise level in the work environment is usually moderate, but may be noisy or distracting.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: CONSTABLE PCT. 3 NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: Approval requested from Constable Pct 3 for Stop the Bleed Project Grant Application.

TO: Commissioners Court

FROM: J.P. INGRAM

DATE: 03/21/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
<u>STOP THE BLEED- GRANT 3 2023 (1).pdf</u>	Grant Application	Cover Memo



**BRAZOS COUNTY, TEXAS
GRANT APPLICATION APPROVAL FORM**

Date: 03-21-2023

Requesting Department: Brazos County Constable Pct 3

Grant Title: Stop the Bleed

Granting Agency: Stop The Bleed Project

Amount Requested: \$ 0.00

Grant Term (Beg/End): April 1, 2023

Project Description: The stop the bleed project is a national initiative to train citizens in rapid medical intervention to stop massive bleeding. Precinct 3 is seeking this training equipment to incorporate it into their active shooter training courses that are offered to churches and other organizations in Precinct 3. The grant is for equipment only.

Will this grant fund salary & benefits? ☐ Yes ☒ No

Is there County Match requirement? ☐ Yes ☒ No

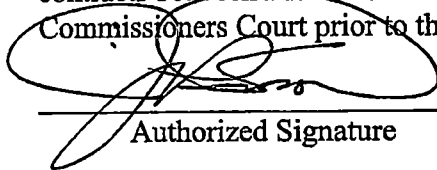
Are there financial reporting requirements? ☐ Yes ☒ No

Who will do financial reporting? _____

Are there programmatic reporting requirements? ☐ Yes ☒ No

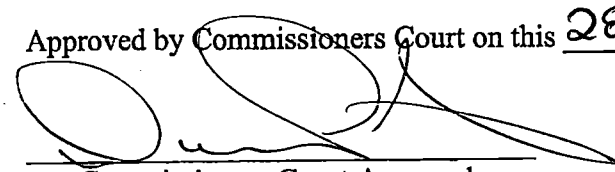
Who will do programmatic reporting? _____

*Please include all available backup documentation with the approval form. All grants are contracts between Brazos County and the granting agency and should be approved by Commissioners Court prior to the application submission.



Authorized Signature

Approved by Commissioners Court on this 28 day of MARCH 2023.



Commissioners Court Approval



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Risk Management NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: Approval requested from Risk Management for the property renewal with Texas Association of Counties to include buildings, mobile equipment and unmanned aircraft and fine arts.

TO: Commissioners Court

FROM: Leslie Contreras

DATE: 03/21/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
2023-03-23_Property_Renewal_Schedule.pdf	Property Renewal Schedule	Backup Material



TEXAS ASSOCIATION of COUNTIES RISK MANAGEMENT POOL

Property Renewal Schedule

Member: Brazos County

Coverage Period: 07/01/2023 - 07/01/2024

Property Renewal Schedule

Member Name: Brazos County

Pool Coordinator: Ms. Jennifer Salazar

Email: jsalazar@brazoscountytexas.gov

Instructions for Completion

- 1) Review each tab and update as needed.
 - 2) Include Declarations page for any National Flood Insurance Program coverage in force.
 - 3) Email completed questionnaire by April 3, 2023 to: TACRMP@county.org or nellyc@county.org
- All entries are subject to approval, further information may be requested upon review.

If this schedule is not received by April 3, 2023, coverage will be renewed as it currently stands with any requested changes handled by endorsement.

Your Member Services Representative is available to assist you with any questions or concerns and can be reached at 1-800-456-5974.

Property Renewal Questions

Yes or No

1. Do you have any property in the course of construction or plan to undergo any major construction for buildings reported?

If yes, please provide us with the building item #, cost of project and estimated project completion date. 1) Building #: 284 Courthouse Security Enhancements - \$941,000.00

2) Building #: 312 Road and Bridge Renovation – Latest estimate is \$1,345,000 but will be revised as we are adding an elevator to drawings.

3) Building #: 239 Administration Building North Wing – Still evaluating Cost with Architect/Feasibility

4) Building #: 313 George Bush Storage Building – Bidding out Architect/Feasibility for cost analysis.

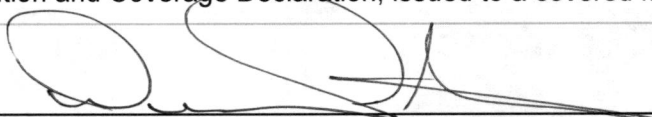
5) Building #: 1109 Old BISD Building - Full renovation Still evaluation cost with Architect/Feasibility analysis.

YES

2. Are any owned buildings currently vacant?

If yes, please identify the building item # and is the building being maintained and secured? Building #s: 324, 313, 1109, All are being secured and will be renovated this renewal period.

YES

3. Are any loss payees applicable to any properties? If yes, please identify the building item # or mobile equipment item # and provide the loss payee contact information	NO
Unreported Claims	Yes or No
1. Are you, or any officer or employee, aware of, or have knowledge of any circumstance, occurrence, fact or event which is likely to be a basis of a claim, either now or in the future? If yes, please describe:	NO
2. Has the situation been reported to TAC Claims Department?	N/A
Acknowledgement and Acceptance	
Member Name: Brazos County	
Member acknowledges that the information submitted in this questionnaire is true and accurate, including all known potential claims. The information submitted may be used by the Pool in processing the renewal and in assessing the coverage needs of the Member. The questions posed, or any wording of the questionnaire, should not and may not be relied upon by the Member as implying that coverage exists for any particular claim or class of claims. The only coverage provided by the Pool to the Member is as described in the applicable Coverage Document, including any endorsements and the Contribution and Coverage Declaration, issued to a covered Member.	
	3/28/23
Signature of County Judge or presiding official of the Political Subdivision	Date



TEXAS ASSOCIATION of COUNTIES RISK MANAGEMENT POOL

Property Renewal Schedule

Member: Brazos County

Coverage Period: 07/01/2023 - 07/01/2024

Building & Contents

Item #	Site Number	Site Name	Bldg Number	Building Name	Address	City	State	Zip	Flood Zone	Coverage Basis	Construction Type	Year Built	Stories	Sq. Ft.	Build Value
284	1	BRAZOS COUNTY COURTHOUSE	001	BRAZOS COUNTY COURTHOUSE	300 EAST 26TH STREET	BRYAN	TX	77801	X	RCV	ISO - 4	1955	4	143,969	\$39,77
334	1	BRAZOS COUNTY COURTHOUSE	002	COMMUNICATION TOWER	300 EAST 26TH STREET	BRYAN	TX	77801	X	RCV	ISO - 3	2005	1	1	\$2
968	1	BRAZOS COUNTY COURTHOUSE	999	SITE IMPROVEMENTS	300 EAST 26TH STREET	BRYAN	TX	77801		RCV	ISO - 3	2040		0	
239	2	BRAZOS COUNTY ADMINISTRATION	001	ADMINISTRATION OFFICES	200 SOUTH TEXAS AVENUE	BRYAN	TX	77801	X	RCV	ISO - 4	1980	3	87,540	\$18,41
976	2	BRAZOS COUNTY ADMINISTRATION	999	SITE IMPROVEMENTS	200 SOUTH TEXAS AVENUE	BRYAN	TX	77801		RCV	ISO - 3	2040		0	
312	3	ROAD/BRIDGE MAINTENANCE COMI	001	MAINTENANCE SHOP	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 4	1982	2	30,562	\$3,96
292	3	ROAD/BRIDGE MAINTENANCE COMI	002	VEHICLE STORAGE PAVILION 1	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2008	1	8,288	\$56
244	3	ROAD/BRIDGE MAINTENANCE COMI	003	OIL STORAGE BUILDING	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	1980	1	128	\$1
238	3	ROAD/BRIDGE MAINTENANCE COMI	004	STORAGE CONTAINER 1	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	1990	1	160	\$
253	3	ROAD/BRIDGE MAINTENANCE COMI	005	FUEL STORAGE BUILDING	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 2	2000	1	120	\$1
231	3	ROAD/BRIDGE MAINTENANCE COMI	006	FUEL PAVILION	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	1985	1	2,438	\$17
325	3	ROAD/BRIDGE MAINTENANCE COMI	007	VEHICLE STORAGE PAVILION 2	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	1980	1	3,710	\$16
237	3	ROAD/BRIDGE MAINTENANCE COMI	008	PAVILION 1	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	360	\$1
240	3	ROAD/BRIDGE MAINTENANCE COMI	009	PAVILION 2	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	360	\$1
337	3	ROAD/BRIDGE MAINTENANCE COMI	010	PAVILION 3	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	360	\$1
315	3	ROAD/BRIDGE MAINTENANCE COMI	011	EQUIPMENT STORAGE BUILDING	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 4	1980	1	5,050	\$49
234	3	ROAD/BRIDGE MAINTENANCE COMI	012	OFFICE BUILDING	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2000	1	336	\$4
243	3	ROAD/BRIDGE MAINTENANCE COMI	013	STORAGE BUILDING 1	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2000	1	336	\$2
233	3	ROAD/BRIDGE MAINTENANCE COMI	014	STORAGE BUILDING 2	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	1980	1	70	\$
341	3	ROAD/BRIDGE MAINTENANCE COMI	015	TRUCK SCALE OFFICE	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2000	1	120	\$1
251	3	ROAD/BRIDGE MAINTENANCE COMI	016	TRUCK SCALE PAVILION	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	336	\$1
981	3	ROAD/BRIDGE MAINTENANCE COMI	999	SITE IMPROVEMENTS	2617 WEST HIGHWAY 21	BRYAN	TX	77801		RCV	ISO - 3	2040		0	
324	4	AGRILIFE EXTENSION GARDEN	001	OLD AGRILIFE EXTENSION OFFICE - R	2619 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 6	1982	1	3,932	\$88
296	4	AGRILIFE EXTENSION GARDEN	004	PAVILION 2	2619 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2005	1	143	\$
294	4	AGRILIFE EXTENSION GARDEN	005	STORAGE BUILDING 1	2619 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2007	1	108	\$
270	4	AGRILIFE EXTENSION GARDEN	006	PAVILION	2619 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2008	1	910	\$3
974	4	AGRILIFE EXTENSION GARDEN	999	SITE IMPROVEMENTS	2619 WEST HIGHWAY 21	BRYAN	TX	77801		RCV	ISO - 3	2040		0	
260	5	BRAZOS COUNTY EXPO CENTER	001	EXHIBIT HALL	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	80,421	\$10,41
335	5	BRAZOS COUNTY EXPO CENTER	002	CHILLER/BOILER ROOM	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2009	1	392	\$4
246	5	BRAZOS COUNTY EXPO CENTER	003	EAST PAVILION	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	64,880	\$3,99
326	5	BRAZOS COUNTY EXPO CENTER	004	SOUTHEAST PAVILION	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2010	1	64,880	\$3,99
329	5	BRAZOS COUNTY EXPO CENTER	005	STORAGE PAVILION 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	1980	1	12,000	\$43
338	5	BRAZOS COUNTY EXPO CENTER	006	WEST PAVILION	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	1980	1	64,880	\$3,99
267	5	BRAZOS COUNTY EXPO CENTER	007	STORAGE PAVILION 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2010	1	12,000	\$36
322	5	BRAZOS COUNTY EXPO CENTER	008	NORTH ARENA	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	104,864	\$5,58
282	5	BRAZOS COUNTY EXPO CENTER	009	SOUTH ARENA	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	106,256	\$5,65
319	5	BRAZOS COUNTY EXPO CENTER	010	SOUTH ARENA RESTROOM BUILDING	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 2	2000	1	2,274	\$49
340	5	BRAZOS COUNTY EXPO CENTER	011	SOUTH ARENA CONCESSIONS 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	2	4,284	\$67
330	5	BRAZOS COUNTY EXPO CENTER	012	CONCESSIONS BUILDING 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 2	2000	1	240	\$2
297	5	BRAZOS COUNTY EXPO CENTER	013	COVERED ARENA 1 RESTROOM 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 4	2000	1	937	\$25
331	5	BRAZOS COUNTY EXPO CENTER	014	COVERED ARENA 1 RESTROOM 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 4	2000	1	1,012	\$19
286	5	BRAZOS COUNTY EXPO CENTER	015	COVERED ARENA 1 RESTROOM 3	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 4	2000	1	1,356	\$30
274	5	BRAZOS COUNTY EXPO CENTER	016	COVERED ARENA 1 RESTROOM 4	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 2	2000	1	2,545	\$47
275	5	BRAZOS COUNTY EXPO CENTER	017	ARENA 1 PRESS BOX 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	126	\$6
281	5	BRAZOS COUNTY EXPO CENTER	018	ARENA 1 CONCESSIONS BUILDING 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	128	\$

CENTER	019	ARENA 1 CONCESSIONS BUILDING 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	128	\$18,010	\$1,210	\$0	\$19,220
CENTER	020	ARENA 1 PRESS BOX 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	126	\$68,160	\$1,210	\$0	\$69,370
CENTER	021	ARENA 1 CONCESSIONS BUILDING 3	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	128	\$18,010	\$1,210	\$0	\$19,220
CENTER	022	ARENA 1 CONCESSIONS BUILDING 4	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	128	\$18,010	\$1,210	\$0	\$19,220
CENTER	023	EQUESTRIAN BARN	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	8,800	\$362,500	\$80,200	\$0	\$442,700
CENTER	024	PORTABLE RESTROOM/OFFICE	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 1	2000	1	364	\$49,300	\$4,000	\$0	\$53,300
CENTER	025	PAVILION 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	026	PAVILION 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	027	PAVILION 3	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	028	PAVILION 4	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	029	PAVILION 5	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	030	PAVILION 6	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	031	PAVILION 7	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	032	PAVILION 8	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	033	PAVILION 9	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	034	PAVILION 10	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	035	PAVILION 11	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	036	PAVILION 12	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	037	PAVILION 13	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	038	PAVILION 14	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	039	TICKET BOOTH 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	80	\$6,430	\$1,210	\$0	\$7,640
CENTER	040	TICKET BOOTH 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	80	\$6,430	\$1,210	\$0	\$7,640
CENTER	041	TICKET BOOTH 3	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	80	\$6,430	\$1,210	\$0	\$7,640
CENTER	042	PAVILION 15	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	043	PAVILION 16	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	044	PAVILION 17	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	045	PAVILION 18	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,300	\$0	\$0	\$5,300
CENTER	046	WARM UP ARENA	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2018	1	12,544	\$394,800	\$0	\$0	\$394,800
CENTER	047	STORAGE CONTAINER 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	160	\$4,200	\$1,500	\$0	\$5,700
CENTER	048	STORAGE CONTAINER 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	160	\$4,200	\$1,500	\$0	\$5,700
CENTER	049	STORAGE CONTAINER 3	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	160	\$4,200	\$1,500	\$0	\$5,700
CENTER	999	SITE IMPROVEMENTS	5827 LEONARD ROAD	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$713,410	\$713,410
	001	BRAZOS COUNTY JAIL	1835 SANDY POINT ROAD	BRYAN	TX	77801	X	RCV	ISO - 6	2000	2	206,605	\$84,410,000	\$4,660,000	\$0	\$89,070,000
	002	LOW RISK JAIL	1835 SANDY POINT ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2008	1	8,490	\$2,421,000	\$303,700	\$0	\$2,724,700
	003	WAREHOUSE BUILDING	1835 SANDY POINT ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	1970	1	3,360	\$270,600	\$120,200	\$0	\$390,800
	004	STORAGE BUILDING	1835 SANDY POINT ROAD	BRYAN	TX	77801	X*	RCV	ISO - 1	2000	1	240	\$20,700	\$10,200	\$0	\$30,900
	005	RESIDENTIAL HOUSE	1835 SANDY POINT ROAD	BRYAN	TX	77801	X*	RCV	ISO - 2	1980	1	1,200	\$135,600	\$19,900	\$0	\$155,500
	006	COMMUNICATION TOWER	1835 SANDY POINT ROAD	BRYAN	TX	77801	X*	RCV	ISO - 3	2000	1	1	\$61,730	\$0	\$0	\$61,730
	999	SITE IMPROVEMENTS	1835 SANDY POINT ROAD	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$488,120	\$488,120
	001	BRAZOS CENTER	3232 BRIARCREST DRIVE	BRYAN	TX	77801	X	RCV	ISO - 4	1978	1	48,047	\$11,395,000	\$1,096,000	\$0	\$12,491,000
	002	PAVILION	3232 BRIARCREST DRIVE	BRYAN	TX	77801	MORE IN	RCV	ISO - 3	1978	1	2,091	\$82,200	\$7,000	\$0	\$89,200
	003	PAVILION 2	3232 BRIARCREST DRIVE	BRYAN	TX	77801	MORE IN	RCV	ISO - 3	2000	1	200	\$10,290	\$0	\$0	\$10,290
	004	RESTROOM BUILDING	3232 BRIARCREST DRIVE	BRYAN	TX	77801	MORE IN	RCV	ISO - 4	1978	1	200	\$39,300	\$1,000	\$0	\$40,300
	005	EQUIPMENT STORAGE 1	3232 BRIARCREST DRIVE	BRYAN	TX	77801	AE	RCV	ISO - 3	1970	1	1,320	\$102,500	\$56,400	\$0	\$158,900
	006	EQUIPMENT STORAGE 2	3232 BRIARCREST DRIVE	BRYAN	TX	77801	MORE IN	RCV	ISO - 3	1995	1	1,200	\$93,200	\$51,200	\$0	\$144,400
	007	STORAGE BUILDING	3232 BRIARCREST DRIVE	BRYAN	TX	77801	MORE IN	RCV	ISO - 1	1980	1	120	\$10,400	\$5,100	\$0	\$15,500
	999	SITE IMPROVEMENTS	3232 BRIARCREST DRIVE	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$256,130	\$256,130
ICE COMPL	001	OFFICE BUILDING	1500 GEORGE BUSH DRIVE	COLLEGE ST	TX	77840	X	RCV	ISO - 4	2006	1	5,962	\$1,122,000	\$266,600	\$0	\$1,388,600
ICE COMPL	002	OLD OFFICE BUILDING	1500 GEORGE BUSH DRIVE	COLLEGE ST	TX	77840	X	RCV	ISO - 4	1980	1	2,640	\$412,200	\$47,700	\$0	\$459,900
ICE COMPL	003	COMMUNICATION TOWER	1500 GEORGE BUSH DRIVE	COLLEGE ST	TX	77840	X*	RCV	ISO - 3	2000	1	1	\$10,290	\$0	\$0	\$10,290
ICE COMPL	999	SITE IMPROVEMENTS	1500 GEORGE BUSH DRIVE	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$9,390	\$9,390
JILE DETEN	001	JUVENILE DETENTION CENTER	1904 HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 4	1997	1	75,961	\$30,827,000	\$1,783,000	\$0	\$32,610,000
JILE DETEN	002	TRAINING ANNEX	1904 HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2008	1	4,920	\$601,700	\$0	\$0	\$601,700
JILE DETEN	003	JAEP ACADEMY BUILDING	1904 HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2008	1	4,514	\$552,100	\$0	\$0	\$552,100
JILE DETEN	004	NEW JJAEP ACADEMY	1904 HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2021	1	7,118	\$1,450,000	\$292,300	\$0	\$1,742,300
JILE DETEN	999	SITE IMPROVEMENTS	1904 HIGHWAY 21	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$186,400	\$186,400
FF'S OFFIC	001	BRAZOS COUNTY SHERIFF'S OFFICE	1700 HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 4	2006	2	33,972	\$9,956,000	\$2,290,000	\$0	\$12,246,000
FF'S OFFIC	002	STORAGE BUILDING 1	1700 HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2018	1	288	\$5,300	\$10,300	\$0	\$15,600
FF'S OFFIC	999	SITE IMPROVEMENTS	1700 HIGHWAY 21	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$313,790	\$313,790

308	11	BRAZOS COUNTY ARENA HALL	001	BRAZOS COUNTY ARENA HALL	2704 TABOR ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	1955	1	4,689	\$551
273	11	BRAZOS COUNTY ARENA HALL	002	STORAGE BUILDING	2704 TABOR ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	120	\$31
982	11	BRAZOS COUNTY ARENA HALL	999	SITE IMPROVEMENTS	2704 TABOR ROAD	BRYAN	TX	77801		RCV	ISO - 3	2040		0	
317	12	BRAZOS COUNTY HEALTH DEPARTI	001	HEALTH DEPARTMENT OFFICES/CLIN	201C NORTH TEXAS AVEN	BRYAN	TX	77801	X	RCV	ISO - 4	1970	1	18,320	\$4,64
973	12	BRAZOS COUNTY HEALTH DEPARTI	999	SITE IMPROVEMENTS	201C NORTH TEXAS AVEN	BRYAN	TX	77801		RCV	ISO - 3	2040		0	
302	13	RECORDS STORAGE BUILDING	001	RECORDS STORAGE BUILDING	302 EAST 24TH STREET	BRYAN	TX	77801	X	RCV	ISO - 4	1960	1	5,278	\$92
985	13	RECORDS STORAGE BUILDING	999	SITE IMPROVEMENTS	302 EAST 24TH STREET	BRYAN	TX	77801		RCV	ISO - 3	2040		0	
263	14	MAINTENANCE COMPLEX	001	MAINTENANCE SHOP	206 NORTH WASHINGTON	BRYAN	TX	77801	X	RCV	ISO - 3	1936	1	10,983	\$1,61
301	14	MAINTENANCE COMPLEX	002	COMMUNICATION TOWER	200 NORTH WASHINGTON	BRYAN	TX	77801	X	RCV	ISO - 3	1980	1	1	\$1
984	14	MAINTENANCE COMPLEX	999	SITE IMPROVEMENTS	200 NORTH WASHINGTON	BRYAN	TX	77801		RCV	ISO - 3	2040		0	
304	15	TECHNOLOGY OFFICE	001	TECHNOLOGY OFFICE	205 EAST 27TH STREET	BRYAN	TX	77801	X	RCV	ISO - 4	1965	1	10,160	\$2,09
969	15	TECHNOLOGY OFFICE	999	SITE IMPROVEMENTS	205 EAST 27TH STREET	BRYAN	TX	77801		RCV	ISO - 3	2040		0	
280	16	EMPLOYEE CLINIC/ELECTIONS	001	EMPLOYEE CLINIC/ELECTIONS	300 WILLIAM J BRYAN PAR	BRYAN	TX	77801	X	RCV	ISO - 3	1985	1	12,240	\$1,73
942	17	BRAZOS COUNTY FLEET MAINTENA	001	FLEET MAINTENANCE SHOP	1601 LOUIS STREET	BRYAN	TX	77801	X	RCV	ISO - 3	2015	1	6,324	\$78
975	17	BRAZOS COUNTY FLEET MAINTENA	999	SITE IMPROVEMENTS	1601 LOUIS STREET	BRYAN	TX	77801		RCV	ISO - 3	2040		0	
788	18	BRAZOS COUNTY TAX OFFICE	001	BRAZOS COUNTY TAX OFFICE	4151 COUNTY PARK COUR	BRYAN	TX	77802	X	RCV	ISO - 3	2015	2	23,980	\$5,98
979	18	BRAZOS COUNTY TAX OFFICE	999	SITE IMPROVEMENTS	4151 COUNTY PARK COUR	BRYAN	TX	77802		RCV	ISO - 3	2040		0	
789	19	BOONVILLE CEMETERY	001	TURNER PETERS LOG CABIN	2421 BOONVILLE ROAD	BRYAN	TX	77802	X	RCV	ISO - 1	1841	1	1,000	\$26
941	19	BOONVILLE CEMETERY	002	LOG CABIN 2	2421 BOONVILLE ROAD	BRYAN	TX	77802	X	RCV	ISO - 1	2015	1	256	\$2
947	19	BOONVILLE CEMETERY	003	LOG CABIN 3	2421 BOONVILLE ROAD	BRYAN	TX	77802	X	RCV	ISO - 1	2015	1	288	\$3
940	19	BOONVILLE CEMETERY	004	LOG CABIN 4	2421 BOONVILLE ROAD	BRYAN	TX	77802	X	RCV	ISO - 1	2015	1	144	\$1
946	19	BOONVILLE CEMETERY	005	PAVILION	2421 BOONVILLE ROAD	BRYAN	TX	77802	X	RCV	ISO - 1	2015	1	484	\$2
1110	19	BOONVILLE CEMETERY	006	RESTROOM BUILDING	2421 BOONVILLE ROAD	BRYAN	TX	77802	X	RCV	ISO - 2	2020	1	300	\$5
983	19	BOONVILLE CEMETERY	999	SITE IMPROVEMENTS	2421 BOONVILLE ROAD	BRYAN	TX	77802		RCV	ISO - 3	2040		0	
966	20	PCT. 1 CITIZEN COLLECTION SITE	001	OFFICE BUILDING	12303 KATHY FLEMMING R	COLLEGE ST	TX	77845	X	RCV	ISO - 1	2017	1	120	\$
1133	20	PCT. 1 CITIZEN COLLECTION SITE	999	SITE IMPROVEMENTS	12303 KATHY FLEMMING R	COLLEGE ST	TX	77845		RCV	ISO - 3	2017		0	
949	21	PCT. 2A CITIZEN COLLECTION SITE	001	OFFICE BUILDING	12722 COPPERHEAD ROA	BRYAN	TX	77808	X	RCV	ISO - 1	2017	1	80	\$
1124	21	PCT. 2A CITIZEN COLLECTION SITE	999	SITE IMPROVEMENTS	12722 COPPERHEAD ROA	BRYAN	TX	77808		RCV	ISO - 3	2017		0	
955	22	PCT. 2B CITIZEN COLLECTION SITE	001	OFFICE BUILDING	10940 SH 30	COLLEGE ST	TX	77845	X	RCV	ISO - 1	2017	1	80	\$
1127	22	PCT. 2B CITIZEN COLLECTION SITE	999	SITE IMPROVEMENTS	10940 SH 30	COLLEGE ST	TX	77845		RCV	ISO - 3	2017		0	
951	23	PCT. 4A CITIZEN COLLECTION SITE	001	OFFICE BUILDING	9125 MUMFORD ROAD	BRYAN	TX	77807	X	RCV	ISO - 1	2017	1	120	\$
1129	23	PCT. 4A CITIZEN COLLECTION SITE	999	SITE IMPROVEMENTS	9125 MUMFORD ROAD	BRYAN	TX	77807		RCV	ISO - 3	2017		0	
959	24	PCT. 4B CITIZEN COLLECTION SITE	001	OFFICE BUILDING	1495 SILVER HILL ROAD	BRYAN	TX	77807	X	RCV	ISO - 1	2017	1	80	\$
1134	24	PCT. 4B CITIZEN COLLECTION SITE	999	SITE IMPROVEMENTS	1495 SILVER HILL ROAD	BRYAN	TX	77807		RCV	ISO - 3	2017		0	
954	25	PCT. 4C CITIZEN COLLECTION SITE	001	OFFICE BUILDING	7250 RAYMOND STOTZER	COLLEGE ST	TX	77845	X	RCV	ISO - 1	2017	1	80	\$
1125	25	PCT. 4C CITIZEN COLLECTION SITE	999	SITE IMPROVEMENTS	7250 RAYMOND STOTZER	COLLEGE ST	TX	77845		RCV	ISO - 3	2017		0	
950	26	COPPERHEAD YARD	001	STORAGE BUILDING 1	12722 COPPERHEAD ROA	BRYAN	TX	77808	X	RCV	ISO - 3	2005	1	4,960	\$38
965	26	COPPERHEAD YARD	002	STORAGE BUILDING 2	12722 COPPERHEAD ROA	BRYAN	TX	77808	X	RCV	ISO - 3	2005	1	936	\$8
962	26	COPPERHEAD YARD	003	STORAGE BUILDING 3	12722 COPPERHEAD ROA	BRYAN	TX	77808	X	RCV	ISO - 3	2005	1	2,005	\$14
960	26	COPPERHEAD YARD	004	STORAGE BUILDING 4	12722 COPPERHEAD ROA	BRYAN	TX	77808	X	RCV	ISO - 3	2005	1	160	\$
953	26	COPPERHEAD YARD	005	STORAGE BUILDING 5	12722 COPPERHEAD ROA	BRYAN	TX	77808	X	RCV	ISO - 1	2005	1	4,032	\$20
1136	26	COPPERHEAD YARD	006	STORAGE CONTAINER 2	12722 COPPERHEAD ROA	BRYAN	TX	77808	X	RCV	ISO - 3	2005	1	320	\$
1130	26	COPPERHEAD YARD	007	STORAGE CONTAINER 3	12722 COPPERHEAD ROA	BRYAN	TX	77808	X	RCV	ISO - 3	2005	1	160	\$
1135	26	COPPERHEAD YARD	999	SITE IMPROVEMENTS	12722 COPPERHEAD ROA	BRYAN	TX	77808		RCV	ISO - 3	2005		0	
980	27	FACILITY SERVICES ANNEX	001	FACILITY SERVICES ANNEX	4801 WEST STATE HIGHW	BRYAN	TX	77803	X	RCV	ISO - 3	1983	1	11,970	\$84
1132	27	FACILITY SERVICES ANNEX	999	SITE IMPROVEMENTS	4801 WEST STATE HIGHW	BRYAN	TX	77803		RCV	ISO - 3	2020		0	
1097	28	AGRILIFE BUIDLING	001	AGRILIFE BUILDING	4153 COUNTY PARK COUR	BRYAN	TX	77802	X	RCV	ISO - 3	2021	1	9,979	\$2,40
1109	29	OLD BISD BUILDING	001	OLD BISD BUILDING	101 NORTH TEXAS AVENU	BRYAN	TX	77803	X	RCV	ISO - 6	1964	2	30,100	\$8,87
1108	29	OLD BISD BUILDING	999	SITE IMPROVEMENTS	101 NORTH TEXAS AVENU	BRYAN	TX	77803		RCV	ISO - 3	2020		0	

Building & Contents Total: \$278,52

NEW ADDITIONS

Comments	Bldg	Building Name - Address	Flood Zone	Coverage Basis	Constructic	Year B	Stories	Sq. Ft.	Building
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Damage Basis	Special Flood Hazard Zones:		
Replacement Cost Value	A	A99	AR/AH
Original Reconstruction Cost	AO	AR	AR/A0
	AH	AR/A	V
Actual Cash Value	A1 – A30	AR/AE	V1 – V30
Amount Deducted from Coverage	AE	AR/A1 – A30	VE



TEXAS ASSOCIATION *of* COUNTIES RISK MANAGEMENT POOL

Property Renewal Schedule

Member: Brazos County

Coverage Period: 07/01/2023 - 07/01/2024

Unmanned Aircraft- Only report Unmanned Aircraft valued above \$100,000

NEW ADDITIONS:

Item	Year	Make	Model	Serial Number	Effective Date	Expiration Date
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TEXAS ASSOCIATION *of* COUNTIES RISK MANAGEMENT POOL

Property Renewal Schedule

Member: Brazos County

Coverage Period: 07/01/2023 - 07/01/2024

Fine Arts- Only report Fine Arts valued above \$250,000

NEW ADDITIONS:

Item	Address	Fine Arts Description	Effective Date	Expiration Date	Total Value	Comments
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TEXAS ASSOCIATION of COUNTIES RISK MANAGEMENT POOL

Property Renewal Schedule

Member: Brazos County

Coverage Period: 07/01/2023 - 07/01/2024

Mobile Equipment

Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory
			335	2021	HYSTER	H50XT FORKLIFT	A380V11664V	FS1664

Items Scheduled Total - 1	All Other Departments
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Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory
			251	2009	JOHN DEERE	4720 LOADER	LV4720H670911	A0010019
			252		JOHN DEERE	TRACTOR 508E	1LV5085EKDY210137	EQP00000
			253		JOHN DEERE	5525 UTILITY TRACTOR	LV5525R355513	A0010010
			254		BOBCAT	SKID STEER LOADER	ASGP20526	A0010010
			287	2017	JOHN DEERE	TRACTOR 5075E	1PY5075EHGG100832	EQP00000
			305	2017	CATERPILLAR	DP35N5 FORKLIFT	AT14G050115	EQP00000
			308	1999	JOHN DEERE	5510 TRACTOR	LV55105152917	56001008
			309	2007	MANITOU	FORKLIFT MSI30	239120	A0010009
			311	2007	HYSTER	FORKLIFT/ELECTRIC J35ZT	J160N03530E	A0010012
			312	2011	GENIE	TELEHANDLER GTH5519	GTH551911-21125	CAP00000
			334	2021	CATERPILLAR	TH255C TELEHANDLER	JK204742	EX4742

Items Scheduled Total - 11	Expo Center
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Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory
			307	1999	JOHN DEERE	SHREDDER 1518	W01518E009310	56001008

Items Scheduled Total - 1	Jail
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Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory
			297	2013	KUBOTA	L3200HST	72862	EQP00000
			298	2009	KUBOTA	BX2660	54951	EQP00000

Items Scheduled Total - 2	Maintenance
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Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory
			201	2014	CATERPILLAR	PNEUMATIC ROLLER CW14	CAT0CW14LLTJ00279	EQP00000

202	2014	CATERPILLAR	VIBRATORY COMPACTOR CS56B	CATCS5EBKL8H00851	EQP0000048	\$138,700
203	2014	CATERPILLAR	BACKHOE LOADER 420FIT	0JWJ02746	EQP0000050	\$100,400
212	2005	JOHN DEERE	5525 4 WD W/ FRONT END LOADER	LV5525S150218/1P00563XEAD055575	100200532	\$37,504
214	2011	JOHN DEERE	7130 BOOM MOWER	1L07130XCBH697727	EQP0000019	\$134,364
215	2005	JOHN DEERE	15' BATWING MOWER	WOHX15E007198	A100200531	\$11,964
221	2008	CATERPILLAR	12 M GRADER	B9F 104	A001001644	\$97,500
222	2008	CATERPILLAR	12 M GRADER	B9F 238	A001001645	\$97,500
223	2009	CATERPILLAR	12 M GRADER	B9F 622	EQP0000002	\$225,900
224	2009	CATERPILLAR	12 M GRADER	B9F 616	EQP0000003	\$225,900
225	2010	CATERPILLAR	12 M GRADER	B9F00884	EQP0000014	\$223,500
227	2010	CATERPILLAR	420EIT BACKHOE	CAT0420ECDAN00649	EQP0000017	\$98,000
229	2008	CATERPILLAR	420EIT BACKHOE	KMW-2627	A001001432	\$89,352
233	2007	CATERPILLAR	930H RUBBER TIRE LOADER	CAT0930HVDHC00274	A001001300	\$140,250
235	2009	CATERPILLAR	953D TRACK LOADER	LBP-414	EQP0000004	\$178,500
237	2012	CATERPILLAR	BACKHOE 420 FIT	CAT0420FCJWJ00671	EQP0000033	\$101,900
238	2012	CATERPILLAR	LOADER 930K	CAT0930KERHN0147	EQP0000034	\$184,800
240	2008	CATERPILLAR	D6K DOZER	DHA844	A001001640	\$156,500
241	2008	CATERPILLAR	DGN LGP DOZER	DJY1097	EQP0000001	\$210,000
242	2011	LEEBOY	VIBRATORY ROLLER	400T75074	CAP0000036	\$56,004
243	2005	BROCE	BROOM RJ350	404407	10020052011	\$32,127
244	2007	DYNAPAC	84 PADFOOT	7822US5329	A001001291	\$104,926
246	2014	BROCE	BROOM SWEEPER	408941	EQP0000042	\$55,672
247	2014	CATERPILLAR	PADFOOT	LHC00637	EQP0000051	\$153,750
248	2005	ETNYRE	DISTRUBUTOR	3FRXF76P66V228971	100200564	\$109,290
249	2007	CASE	FORKLIFT	JJG0294828	A001000986	\$48,364
250	2012	CATERPILLAR	RM300 ROTARY MIXER	0BWR00617	EQP0000035	\$406,634
257	2015	BEARCAT	CHIP SPREADER	1B9BC16XEA173011	EQP0000047	\$227,725
258	1995	MASSEY	BOOM MOWER	B2003321	RB817	\$15,995
259	1999	JOHN DEERE	TRACTOR	LV5510S152987	RB823	\$21,000
260	2000	JOHN DEERE	TRACTOR	LV5510S350440	RB824	\$20,821
261	2000	JOHN DEERE	TRACTOR	LV5510S350444	RB825	\$20,821
262	2001	JOHN DEERE	TRACTOR	LV5510S450044	RB826	\$21,215
263	2001	JOHN DEERE	TRACTOR	LV5510S450062	RB827	\$21,215
264	2003	JOHN DEERE	TRACTOR 4X4	LV5520C350007	RB828	\$29,832
265	2003	JOHN DEERE	TRACTOR 4X4	LV5520C350008	RB829	\$29,832
267	2001	JOHN DEERE	SHREDDER	W01518E012282	RB891	\$9,944
268	2003	JOHN DEERE	SHREDDER	WOHX15E001630	RB892	\$10,650
269	2003	JOHN DEERE	SHREDDER	WOHX15E001377	RB893	\$10,650
274	2013	BOBCAT	COMPACT	A3NR12938	RB1013	\$36,343
277	2001	CATERPILLAR	PNEUMATIC ROLLER	3XR00501	RB1017	\$52,660
278	2001	CATERPILLAR	PADFOOT ROLLER	9ZW00403	RB1018	\$108,200

			280	1985	ETNYER	CHIPSPREADER	K4764	RB1020
			293	1999	JOHN DEERE	TRACTOR 5510	LV5510S152916	56001008
			317	2019	CATERPILLAR	12M3 MOTORGRADER	0N9F01105	RB941
			318	2019	CATERPILLAR	12M3 MOTORGRADER	0N9F01168	RB942
			319	2019	CATERPILLAR	12M3 MOTORGRADER	EN9F01220	RB943
			320	2020	CATERPILLAR	12M3 MOTORGRADER	TN9F01222	RB944
			321	2019	CATERPILLAR	12M3 MOTORGRADER	N9F01231	RB945
			322	2019	CATERPILLAR	420 FIT BACKHOE	0HWD03645	RB958
			323	2018	CATERPILLAR	320EL TRACKHOE	0HEX10046	RB978
			324	2019	CATERPILLAR	930M WHEEL LOADER	KTG05223	RB979
			325	2018	CATERPILLAR	CW16 PNEUMATIC ROLLER	OTL500371	RB1035
			326	2018	BROCE	RJT350 BROOM SWEEPER	410741	RB1036
			327	2020	CATERPILLAR	CP54 PADFOOT ROLLER	CATCP54BTP5400247	RB1038
			328	2020	CATERPILLAR	CS54 SMOOTH DRUM ROLLER	CS500836	RB1039
			329	2019	BROCE	RJT350 BROOM SWEEPER	411745	RB1040
			330	2019	CATERPILLAR	930M WHEEL LOADER	KTG05422	RB980
			331	2019	CATERPILLAR	SMOOTH DRUM ROLLER CS54B	CS500607	RB1037
			332	2021	HYSTER	H50XT FORKLIFT	A380V11706V	RB1052
			333	2019	CATERPILLAR	WHEEL LOADER 930M	KTG05223	RB979
			336	2022	ATMAX	MOWERMAX BOOM	MMB22055-24	RB833

Items Scheduled Total - 62							Road & Bridge
Items Scheduled Total - 77							Mobile Equipment

NEW ADDITIONS:

	Comments	Item	Year	Make	Model	Serial Number	Inventor
New Mule - Brazos Center	Add		2022	Kawaski	Gator Utility Vehicle	1M04X2SJNM172207	BC2207



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: Approval of contract with St. Joseph Regional Health Center for the purchase of real property in the amount of \$1,800,000.

TO: Commissioners Court

DATE: 03/23/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[CSH_SJRHC - Brazos County \(PHX-269332\) - Commercial Contract \(88373420v2\)-c \(2\) \(002\).pdf](#)

Commercial Contract

Backup Material



COMMERCIAL CONTRACT - UNIMPROVED PROPERTY

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1. **PARTIES:** Seller agrees to sell and convey to Buyer the Property described in Paragraph 2. Buyer agrees to buy the Property from Seller for the sales price stated in Paragraph 3. The parties to this contract are:

Seller: **ST JOSEPH REGIONAL HEALTH CENTER**

Address: **2801 Franciscan Drive, Bryan, TX 77802**

Phone: **(979)412-0981**

E-mail: **sabrina.dellinges@commonspirit.org**

Mobile: _____

Fax or Other: _____

Buyer: **Brazos County, Texas**

c/o Judge Duane Peters, Brazos County Judge; Attention: Ed Bull

Address: **200 South Texas Avenue, Ste. 329, Bryan, TX 77802**

Phone: **(979)361-4307**

E-mail: **ebull@brazoscountytexas.gov**

Mobile: **(979)214-7067**

Fax or Other: _____

2. PROPERTY:

- A. "Property" means that real property situated in **Brazos** County, Texas at **29th Street, Bryan, Texas**

(address) and that is legally described on the attached Exhibit _____ or as follows:

All that certain lot, tract or parcel of land lying and being situated in Brazos County, Texas, and being Lot One (1), Block One (1), St Joseph Professional Park, an addition to the City of Bryan, Brazos County, Texas, according to the plat recorded in Volume 3006, Page 315 of the Official Records of Brazos County, Texas.

- B. Seller will sell and convey the Property together with:

- (1) all rights, privileges, and appurtenances pertaining to the Property, including Seller's right, title, and interest in any minerals, utilities, adjacent streets, alleys, strips, gores, and rights-of-way;
- (2) Seller's interest in all leases, rents, and security deposits for all or part of the Property; and
- (3) Seller's interest in all licenses and permits related to the Property.

(Describe any exceptions, reservations, or restrictions in Paragraph 12 or an addendum.)

(If mineral rights are to be reserved an appropriate addendum should be attached.)

3. SALES PRICE:

- A. At or before closing, Buyer will pay the following sales price for the Property:

(1) Cash portion payable by Buyer at closing \$ **1,800,000.00**

(2) Sum of all financing described in Paragraph 4 \$ _____

(3) Sales price (sum of 3A(1) and 3A(2)) \$ **1,800,000.00**

B. Adjustment to Sales Price: (Check (1) or (2) only.)

- ☒ (1) The sales price will not be adjusted based on a survey.
☐ (2) The sales price will be adjusted based on the latest survey obtained under Paragraph 6B.

(a) The sales price is calculated on the basis of \$ _____ per:

- ☐ (i) square foot of ☐ total area ☐ net area.
☐ (ii) acre of ☐ total area ☐ net area.

(b) "Total area" means all land area within the perimeter boundaries of the Property. "Net area" means total area less any area of the Property within:

- ☐ (i) public roadways;
☐ (ii) rights-of-way and easements other than those that directly provide utility services to the Property; and
☐ (iii) _____

(c) If the sales price is adjusted by more than _____ % of the stated sales price, either party may terminate this contract by providing written notice to the other party within _____ days after the terminating party receives the survey. If neither party terminates this contract or if the variance is less than the stated percentage, the adjustment to the sales price will be made to the cash portion of the sales price payable by Buyer.

4. **FINANCING:** Buyer will finance the portion of the sales price under Paragraph 3A(2) as follows:

- ☐ A. Third Party Financing: One or more third party loans in the total amount of \$ _____.
This contract:
☐ (1) is not contingent upon Buyer obtaining third party financing.
☐ (2) is contingent upon Buyer obtaining third party financing in accordance with the attached Commercial Contract Financing Addendum (TXR-1931).
- ☐ B. Assumption: In accordance with the attached Commercial Contract Financing Addendum (TXR-1931), Buyer will assume the existing promissory note secured by the Property, which balance at closing will be \$ _____.
- ☐ C. Seller Financing: Buyer will deliver a promissory note and deed of trust to Seller under the terms of the attached Commercial Contract Financing Addendum (TXR-1931) in the amount of \$ _____.

5. **EARNEST MONEY:**

- A. Not later than 3 days after the effective date, Buyer must deposit \$ **\$18,000.00** as earnest money with **Lawyers Title Company of Brazos County** (title company) at **1450 Copperfield Parkway, College Station, TX 77845** (address) **Jay Don Watson** (closer). If Buyer fails to timely deposit the earnest money, Seller may terminate this contract or exercise any of Seller's other remedies under Paragraph 15 by providing written notice to Buyer before Buyer deposits the earnest money.
- B. Buyer will deposit an additional amount of \$ _____ with the title company to be made part of the earnest money on or before:
☐ (i) _____ days after Buyer's right to terminate under Paragraph 7B expires; or
☐ (ii) _____
Buyer will be in default if Buyer fails to deposit the additional amount required by this Paragraph 5B within 3 days after Seller notifies Buyer that Buyer has not timely deposited the additional amount.

- C. Buyer may instruct the title company to deposit the earnest money in an interest-bearing account at a federally insured financial institution and to credit any interest to Buyer.

6. TITLE POLICY AND SURVEY:

A. Title Policy:

- (1) Seller, at Seller's expense, will furnish Buyer an Owner's Policy of Title Insurance (the title policy) issued by any underwriter of the title company in the amount of the sales price, dated at or after closing, insuring Buyer against loss under the title policy, subject only to:
- (a) those title exceptions permitted by this contract or as may be approved by Buyer in writing; and
 - (b) the standard printed exceptions contained in the promulgated form of title policy unless this contract provides otherwise.
- (2) The standard printed exception as to discrepancies, conflicts, or shortages in area and boundary lines, or any encroachments or protrusions, or any overlapping improvements:
- ☒ (a) will not be amended or deleted from the title policy.
- ☐ (b) will be amended to read "shortages in areas" at the expense of ☐ Buyer ☐ Seller.
- (3) Within 30 days after the effective date, Seller will furnish Buyer a commitment for title insurance (the commitment) including legible copies of recorded documents evidencing title exceptions. Seller authorizes the title company to deliver the commitment and related documents to Buyer at Buyer's address.

B. Survey: Within 30 days after the effective date:

- ☒ (1) Buyer will obtain a survey of the Property at Buyer's expense and deliver a copy of the survey to Seller. The survey must be made in accordance with the: (i) ALTA/NSPS Land Title Survey standards, or (ii) Texas Society of Professional Surveyors' standards for a Category 1A survey under the appropriate condition. Seller will reimburse Buyer for none of the cost of the survey at closing, if closing occurs.
- ☐ (2) Seller, at Seller's expense, will furnish Buyer a survey of the Property dated after the effective date. The survey must be made in accordance with the: (i) ALTA/NSPS Land Title Survey standards, or (ii) Texas Society of Professional Surveyors' standards for a Category 1A survey under the appropriate condition.
- ☐ (3) Seller will deliver to Buyer and the title company a true and correct copy of Seller's most recent survey of the Property along with an affidavit required by the title company for approval of the existing survey. If the existing survey is not acceptable to the title company, ☐ Seller ☐ Buyer (updating party), will, at the updating party's expense, obtain a new or updated survey acceptable to the title company and deliver the acceptable survey to the other party and the title company within 30 days after the title company notifies the parties that the existing survey is not acceptable to the title company. The closing date will be extended daily up to 30 days if necessary for the updating party to deliver an acceptable survey within the time required. The other party will reimburse the updating party _____ (insert amount or percentage) of the cost of the new or updated survey at closing, if closing occurs.

C. Buyer's Objections to the Commitment and Survey:

- (1) Within 10 days after Buyer receives the last of the commitment, copies of the documents evidencing the title exceptions, and any required survey, Buyer may object in writing to matters disclosed in the items if: (a) the matters disclosed are a restriction upon the Property or constitute a defect or encumbrance to title other than those permitted by this contract or liens that Seller will

satisfy at closing or Buyer will assume at closing; or (b) the items show that any part of the Property lies in a special flood hazard area (an "A" or "V" zone as defined by FEMA). If the commitment or survey is revised or any new document evidencing a title exception is delivered, Buyer may object in writing to any new matter revealed in such revision or new document. Buyer's objection must be made within the same number of days stated in this paragraph, beginning when the revision or new document is delivered to Buyer. If Paragraph 6B(1) applies, Buyer is deemed to receive the survey on the earlier of: (i) the date Buyer actually receives the survey; or (ii) of the deadline specified in Paragraph 6B.

- (2) Seller may, but is not obligated to, cure Buyer's timely objections within 15 days after Seller receives the objections. The closing date will be extended as necessary to provide such time to cure the objections. If Seller fails to cure the objections by the time required, Buyer may terminate this contract by providing written notice to Seller within 5 days after the time by which Seller must cure the objections. If Buyer terminates, the earnest money, less any independent consideration under Paragraph 7B(1), will be refunded to Buyer.
- (3) Buyer's failure to timely object or terminate under this Paragraph 6C is a waiver of Buyer's right to object except that Buyer will not waive the requirements in Schedule C of the commitment.

7. PROPERTY CONDITION:

- A. Present Condition: Buyer accepts the Property in its present condition except that Seller, at Seller's expense, will complete the following before closing: _____

- B. Feasibility Period: Buyer may terminate this contract for any reason within 60 days after the effective date (feasibility period) by providing Seller written notice of termination.

(1) Independent Consideration. (Check only one box and insert amounts.)

- ☒ (a) If Buyer terminates under this Paragraph 7B, the earnest money will be refunded to Buyer less \$ 100.00 that Seller will retain as independent consideration for Buyer's unrestricted right to terminate. Buyer has tendered the independent consideration to Seller upon payment of the amount specified in Paragraph 5A to the title company. The independent consideration is to be credited to the sales price only upon closing of the sale. If no dollar amount is stated in this Paragraph 7B(1) or if Buyer fails to deposit the earnest money, Buyer will not have the right to terminate under this Paragraph 7B.

- ☐ (b) Not later than 3 days after the effective date, Buyer must pay \$ _____ as independent consideration for Buyer's right to terminate by tendering such amount to the title company. Buyer authorizes escrow agent to release and deliver the independent consideration to Seller at any time upon Seller's request without further notice to or consent from Buyer. If Buyer terminates under this Paragraph 7B, the earnest money will be refunded to Buyer and Seller will retain the independent consideration. The independent consideration will be credited to the sales price only upon closing of the sale. If no dollar amount is stated in this Paragraph 7B(2) or if Buyer fails to pay the independent consideration, Buyer will not have the right to terminate under this Paragraph 7B.

- ☐ (2) Feasibility Period Extension: Prior to the expiration of the initial feasibility period, Buyer may extend the feasibility period for a single additional period of _____ days by delivering \$ _____ to the title company as additional earnest money.

- (a) \$ _____ of the additional earnest money will be retained by Seller as additional independent consideration for Buyer's unrestricted right to terminate, but will be credited to the

sales price only upon closing of the sale. If Buyer terminates under this Paragraph 7B, the additional earnest money will be refunded to Buyer and Seller will retain the additional independent consideration.

(b) Buyer authorizes escrow agent to release and deliver to Seller the following at any time upon Seller's request without further notice to or consent from Buyer:

(i) The additional independent consideration.

(ii) *(Check no boxes or only one box.)*

☐ all or ☐ \$ _____ of the remaining portion of the additional earnest money, which will be refunded to Buyer if Buyer terminates under this Paragraph 7B or if Seller defaults under this contract.

If no dollar amount is stated in this Paragraph 7B(2) as additional earnest money or as additional independent consideration, or if Buyer fails to timely deliver the additional earnest money, the extension of the feasibility period will not be effective.

C. Inspections, Studies, or Assessments:

(1) During the feasibility period, Buyer, at Buyer's expense, may complete or cause to be completed any and all inspections, studies, or assessments of the Property (including all improvements and fixtures) desired by Buyer.

(2) Buyer must:

- (a) employ only trained and qualified inspectors and assessors;
- (b) notify Seller, in advance, of when the inspectors or assessors will be on the Property;
- (c) abide by any reasonable entry rules or requirements of Seller;
- (d) not interfere with existing operations or occupants of the Property; and
- (e) restore the Property to its original condition if altered due to inspections, studies, or assessments that Buyer completes or causes to be completed.

(3) Except for those matters that arise from the negligence of Seller or Seller's agents, Buyer is responsible for any claim, liability, encumbrance, cause of action, and expense resulting from Buyer's inspections, studies, or assessments, including any property damage or personal injury. Buyer will indemnify, hold harmless, and defend Seller and Seller's agents against any claim involving a matter for which Buyer is responsible under this paragraph. This paragraph survives termination of this contract.

D. Property Information:

(1) Delivery of Property Information: Within 10 days after the effective date, Seller will deliver to Buyer the following to the extent in Seller's possession or control: *(Check all that apply.)*

- ☒ (a) copies of all current leases, including any mineral leases, pertaining to the Property, including any modifications, supplements, or amendments to the leases;
- ☐ (b) copies of all notes and deeds of trust against the Property that Buyer will assume or that Seller will not pay in full on or before closing;
- ☒ (c) copies of all previous environmental assessments, geotechnical reports, studies, or analyses made on or relating to the Property;
- ☐ (d) copies property tax statements for the Property for the previous 2 calendar years;
- ☒ (e) plats of the Property;
- ☒ (f) copies of current utility capacity letters from the Property's water and sewer service provider; and
- ☐ (g) _____

(2) Return of Property Information: If this contract terminates for any reason, Buyer will, not later than 10 days after the termination date: *(Check all that apply.)*

- ☐ (a) return to Seller all those items described in Paragraph 7D(1) that Seller delivered to Buyer in other than an electronic format and all copies that Buyer made of those items;
- ☐ (b) delete or destroy all electronic versions of those items described in Paragraph 7D(1) that Seller delivered to Buyer or Buyer copied in any format; and
- ☐ (c) deliver to Seller copies of all inspection and assessment reports related to the Property that Buyer completed or caused to be completed.

This Paragraph 7D(2) survives termination of this contract.

E. Contracts Affecting Operations: Until closing, Seller: (1) will operate the Property in the same manner as on the effective date under reasonably prudent business standards; and (2) will not transfer or dispose of any part of the Property, any interest or right in the Property, or any of the personal property or other items described in Paragraph 2B or sold under this contract. After the feasibility period ends, Seller may not enter into, amend, or terminate any other contract that affects the operations of the Property without Buyer's written approval.

8. LEASES:

A. Each written lease Seller is to assign to Buyer under this contract must be in full force and effect according to its terms. Seller may not enter into any new lease, fail to comply with any existing lease, or make any amendment or modification to any existing lease without Buyer's written consent. Seller must disclose, in writing, if any of the following exist at the time Seller provides the leases to the Buyer or subsequently occur before closing:

- (1) any failure by Seller to comply with Seller's obligations under the leases;
- (2) any circumstances under any lease that entitle the tenant to terminate the lease or seek any offsets or damages;
- (3) any advance sums paid by a tenant under any lease;
- (4) any concessions, bonuses, free rents, rebates, brokerage commissions, or other matters that affect any lease; and
- (5) any amounts payable under the leases that have been assigned or encumbered, except as security for loan(s) assumed or taken subject to under this contract.

B. Estoppel Certificates: Within _____ days after the effective date, Seller will deliver to Buyer estoppel certificates signed not earlier than _____ by each tenant that leases space in the Property. The estoppel certificates must include the certifications contained in the current version of TXR Form 1938 - Commercial Tenant Estoppel Certificate and any additional information requested by a third party lender providing financing under Paragraph 4 if the third party lender requests such additional information at least 10 days prior to the earliest date that Seller may deliver the signed estoppel certificates.

9. BROKERS:

A. The brokers to this sale are:

Principal Broker: _____

Cooperating Broker: _____

Agent: _____

Agent: _____

Address: _____

Address: _____

Phone & Fax: _____

Phone & Fax: _____

E-mail: _____

E-mail: _____

License No.: _____

License No.: _____

Principal Broker: *(Check only one box)*

☐ represents Seller only.

☐ represents Buyer only.

☐ is an intermediary between Seller and Buyer.

Cooperating Broker represents Buyer.

B. Fees: *(Check only (1) or (2) below.)*

(Complete the Agreement Between Brokers on page 14 only if (1) is selected.)

☐ (1) Seller will pay Principal Broker the fee specified by separate written commission agreement between Principal Broker and Seller. Principal Broker will pay Cooperating Broker the fee specified in the Agreement Between Brokers found below the parties' signatures to this contract.

☐ (2) At the closing of this sale, Seller will pay:

Principal Broker a total cash fee of:

☐ _____ % of the sales price.

☐ _____

Cooperating Broker a total cash fee of:

☐ _____ % of the sales price.

☐ _____

The cash fees will be paid in _____ County, Texas. Seller authorizes the title company to pay the brokers from the Seller's proceeds at closing.

NOTICE: Chapter 62, Texas Property Code, authorizes a broker to secure an earned commission with a lien against the Property.

C. The parties may not amend this Paragraph 9 without the written consent of the brokers affected by the amendment.

10. CLOSING:

A. The date of the closing of the sale (closing date) will be on or before the later of:

(1) ☒ 15 days after the expiration of the feasibility period.

☐ _____ *(specific date)*.

☐ _____

(2) 7 days after objections made under Paragraph 6C have been cured or waived.

(3) 10 days after Seller obtains all internal compliance approvals Seller deems necessary in its sole discretion.

B. If either party fails to close by the closing date, the non-defaulting party may exercise the remedies in Paragraph 15.

- C. At closing, Seller will execute and deliver, at Seller's expense, a ☐ general ☒ special warranty deed. The deed must include a vendor's lien if any part of the sales price is financed. The deed must convey good and indefeasible title to the Property and show no exceptions other than those permitted under Paragraph 6 or other provisions of this contract. Seller must convey the Property:
- (1) with no liens, assessments, or other security interests against the Property which will not be satisfied out of the sales price, unless securing loans Buyer assumes;
 - (2) without any assumed loans in default; and
 - (3) with no persons in possession of any part of the Property as lessees, tenants at sufferance, or trespassers except tenants under the written leases assigned to Buyer under this contract.
- D. At closing, Seller, at Seller's expense, will also deliver to Buyer:
- (1) tax statements showing no delinquent taxes on the Property;
 - (2) an assignment of all leases to or on the Property;
 - (3) to the extent assignable, an assignment to Buyer of any licenses and permits related to the Property;
 - (4) evidence that the person executing this contract is legally capable and authorized to bind Seller;
 - (5) an affidavit acceptable to the title company stating that Seller is not a foreign person or, if Seller is a foreign person, a written authorization for the title company to: (i) withhold from Seller's proceeds an amount sufficient to comply with applicable tax law; and (ii) deliver the amount to the Internal Revenue Service (IRS) together with appropriate tax forms; and
 - (6) any notices, statements, certificates, affidavits, releases, and other documents required by this contract, the commitment, or law necessary for the closing of the sale and issuance of the title policy, all of which must be completed by Seller as necessary.
- E. At closing, Buyer will:
- (1) pay the sales price in good funds acceptable to the title company;
 - (2) deliver evidence that the person executing this contract is legally capable and authorized to bind Buyer;
 - (3) sign and send to each tenant in a lease for any part of the Property a written statement that:
 - (a) acknowledges Buyer has received and is responsible for the tenant's security deposit; and
 - (b) specifies the exact dollar amount of the security deposit;
 - (4) sign an assumption of all leases then in effect; and
 - (5) execute and deliver any notices, statements, certificates, or other documents required by this contract or law necessary to close the sale.
- F. Unless the parties agree otherwise, the closing documents will be as found in the basic forms in the current edition of the State Bar of Texas Real Estate Forms Manual without any additional clauses.

11. POSSESSION: Seller will deliver possession of the Property to Buyer upon closing and funding of this sale in its present condition with any repairs Seller is obligated to complete under this contract, ordinary wear and tear excepted. Any possession by Buyer before closing or by Seller after closing that is not authorized by a separate written lease agreement is a landlord-tenant at sufferance relationship between the parties.

12. SPECIAL PROVISIONS: The following special provisions apply and will control in the event of a conflict with other provisions of this contract. *(If special provisions are contained in an Addendum, identify the Addendum here and reference the Addendum in Paragraph 22D.)*

1. Buyer's obligation under this contract is conditioned on the approval of the Commissioners' Court of Brazos County, Texas.
2. Seller's obligations under this contract are conditioned on Seller obtaining all necessary internal compliance approvals, as determined by Seller in its sole discretion, at or prior to the Closing Date.
3. Buyer understands and agrees that there will be established a Declarations of Restrictive Covenants (the "Declaration") to be recorded against the Property at Closing providing that the Property shall not be used as a medical facility; provided, however, the Property may be used as a medical examiner's office. Buyer and Seller shall work in good faith to agree on the form of the Declaration prior to expiration of the Due Diligence Period.

13. SALES EXPENSES:

- A. Seller's Expenses: Seller will pay for the following at or before closing:
- (1) releases of existing liens, other than those liens assumed by Buyer, including prepayment penalties and recording fees;
 - (2) release of Seller's loan liability, if applicable;
 - (3) tax statements or certificates;
 - (4) preparation of the deed;
 - (5) one-half of any escrow fee;
 - (6) costs to record any documents to cure title objections that Seller must cure; and
 - (7) other expenses that Seller will pay under other provisions of this contract.
- B. Buyer's Expenses: Buyer will pay for the following at or before closing:
- (1) all loan expenses and fees;
 - (2) preparation of any deed of trust;
 - (3) recording fees for the deed and any deed of trust;
 - (4) premiums for flood insurance as may be required by Buyer's lender;
 - (5) one-half of any escrow fee;
 - (6) other expenses that Buyer will pay under other provisions of this contract.

14. PRORATIONS:

- A. Prorations:
- (1) Interest on any assumed loan, taxes, rents, and any expense reimbursements from tenants will be prorated through the closing date.
 - (2) If the amount of ad valorem taxes for the year in which the sale closes is not available on the closing date, taxes will be prorated on the basis of taxes assessed in the previous year. If the taxes for the year in which the sale closes vary from the amount prorated at closing, the parties will adjust the prorations when the tax statements for the year in which the sale closes become available. This Paragraph 14A(2) survives closing.
 - (3) If Buyer assumes a loan or is taking the Property subject to an existing lien, Seller will transfer all reserve deposits held by the lender for the payment of taxes, insurance premiums, and other charges to Buyer at closing and Buyer will reimburse such amounts to Seller by an appropriate adjustment at closing.
- B. Rollback Taxes: If Seller's use or change in use of the Property before closing results in the assessment of additional taxes, penalties, or interest (assessments) for periods before closing, the assessments will be the obligation of the Seller. If this sale or Buyer's use of the Property after closing results in additional assessments for periods before closing, the assessments will be the obligation of Buyer. This Paragraph 14B survives closing.
- C. Rent and Security Deposits: At closing, Seller will tender to Buyer all security deposits and the following advance payments received by Seller for periods after closing: prepaid expenses, advance rental payments, and other advance payments paid by tenants. Rents prorated to one party but received by the other party will be remitted by the recipient to the party to whom it was prorated within 5 days after the rent is received. This Paragraph 14C survives closing.

15. DEFAULT:

- A. If Buyer fails to comply with this contract, Buyer is in default and Seller, as Seller's sole remedy(ies), may terminate this contract and receive the earnest money, as liquidated damages for Buyer's failure

except for any damages resulting from Buyer's inspections, studies or assessments in accordance with Paragraph 7C(3) which Seller may pursue; or
(Check if applicable)

☐ enforce specific performance, or seek such other relief as may be provided by law.

B. If, without fault, Seller is unable within the time allowed to deliver the estoppel certificates, survey or the commitment, Buyer may:

- (1) terminate this contract and receive the earnest money, less any independent consideration under Paragraph 7B(1), as liquidated damages and as Buyer's sole remedy; or
- (2) extend the time for performance up to 15 days and the closing will be extended as necessary.

C. Except as provided in Paragraph 15B, if Seller fails to comply with this contract, Seller is in default and Buyer may:

- (1) terminate this contract and receive the earnest money, less any independent consideration under Paragraph 7B(1), as liquidated damages and as Buyer's sole remedy; or
- (2) enforce specific performance, or seek such other relief as may be provided by law, or both.

16. CONDEMNATION: If before closing, condemnation proceedings are commenced against any part of the Property, Buyer may:

A. terminate this contract by providing written notice to Seller within 15 days after Buyer is advised of the condemnation proceedings and the earnest money, less any independent consideration paid under Paragraph 7B(1), will be refunded to Buyer; or

B. appear and defend in the condemnation proceedings and any award will, at Buyer's election, belong to:

- (1) Seller and the sales price will be reduced by the same amount; or
- (2) Buyer and the sales price will not be reduced.

17. ATTORNEY'S FEES: If Buyer, Seller, any broker, or the title company is a prevailing party in any legal proceeding brought under or with relation to this contract or this transaction, such party is entitled to recover from the non-prevailing parties all costs of such proceeding and reasonable attorney's fees. This Paragraph 17 survives termination of this contract.

18. ESCROW:

A. At closing, the earnest money will be applied first to any cash down payment, then to Buyer's closing costs, and any excess will be refunded to Buyer. If no closing occurs, the title company may require payment of unpaid expenses incurred on behalf of the parties and a written release of liability of the title company from all parties.

B. If one party makes written demand for the earnest money, the title company will give notice of the demand by providing to the other party a copy of the demand. If the title company does not receive written objection to the demand from the other party within 15 days after the date the title company sent the demand to the other party, the title company may disburse the earnest money to the party making demand, reduced by the amount of unpaid expenses incurred on behalf of the party receiving the earnest money and the title company may pay the same to the creditors.

C. The title company will deduct any independent consideration under Paragraph 7B(1) before disbursing any earnest money to Buyer and will pay the independent consideration to Seller.

D. If the title company complies with this Paragraph 18, each party hereby releases the title company from all claims related to the disbursement of the earnest money.

E. Notices under this Paragraph 18 must be sent by certified mail, return receipt requested. Notices to the title company are effective upon receipt by the title company.

- F. Any party who wrongfully fails or refuses to sign a release acceptable to the title company within 7 days after receipt of the request will be liable to the other party for: (i) damages; (ii) the earnest money; (iii) reasonable attorney's fees; and (iv) all costs of suit.
- G. ☐ Seller ☐ Buyer intend(s) to complete this transaction as a part of an exchange of like-kind properties in accordance with Section 1031 of the Internal Revenue Code, as amended. All expenses in connection with the contemplated exchange will be paid by the exchanging party. The other party will not incur any expense or liability with respect to the exchange. The parties agree to cooperate fully and in good faith to arrange and consummate the exchange so as to comply to the maximum extent feasible with the provisions of Section 1031 of the Internal Revenue Code. The other provisions of this contract will not be affected in the event the contemplated exchange fails to occur.

19. MATERIAL FACTS: To the best of Seller's knowledge and belief: *(Check only one box.)*

- ☐ A. Seller is not aware of any material defects to the Property except as stated in the attached Commercial Property Condition Statement (TXR-1408).
- ☐ B. Except as otherwise provided in this contract, Seller is not aware of:
- (1) any subsurface: structures, pits, waste, springs, or improvements;
 - (2) any pending or threatened litigation, condemnation, or assessment affecting the Property;
 - (3) any environmental hazards or conditions that materially affect the Property;
 - (4) whether the Property is or has been used for the storage or disposal of hazardous materials or toxic waste, a dump site or landfill, or any underground tanks or containers;
 - (5) whether radon, asbestos containing materials, urea-formaldehyde foam insulation, lead-based paint, toxic mold (to the extent that it adversely affects the health of ordinary occupants), or other pollutants or contaminants of any nature now exist or ever existed on the Property;
 - (6) any wetlands, as defined by federal or state law or regulation, on the Property;
 - (7) any threatened or endangered species or their habitat on the Property;
 - (8) any present or past infestation of wood-destroying insects in the Property's improvements;
 - (9) any contemplated material changes to the Property or surrounding area that would materially and detrimentally affect the ordinary use of the Property;
 - (10) any condition on the Property that violates any law or ordinance.

(Describe any exceptions to (1)-(10) in Paragraph 12 or an addendum.)

20. NOTICES: All notices between the parties under this contract must be in writing and are effective when hand-delivered, mailed by certified mail return receipt requested, sent by a national or regional overnight delivery service that provides a delivery receipt, or sent by confirmed facsimile transmission to the parties addresses or facsimile numbers stated in Paragraph 1. The parties will send copies of any notices to the broker representing the party to whom the notices are sent.

- ☒ A. Seller also consents to receive any notices by e-mail at Seller's e-mail address stated in Paragraph 1.
- ☒ B. Buyer also consents to receive any notices by e-mail at Buyer's e-mail address stated in Paragraph 1.

21. DISPUTE RESOLUTION: The parties agree to negotiate in good faith in an effort to resolve any dispute related to this contract that may arise. If the dispute cannot be resolved by negotiation, the parties will submit the dispute to mediation before resorting to arbitration or litigation and will equally share the costs of a mutually acceptable mediator. This paragraph survives termination of this contract. This paragraph does not preclude a party from seeking equitable relief from a court of competent jurisdiction.

22. AGREEMENT OF THE PARTIES:

- A. This contract is binding on the parties, their heirs, executors, representatives, successors, and permitted assigns. This contract is to be construed in accordance with the laws of the State of Texas. If any term or condition of this contract shall be held to be invalid or unenforceable, the remainder of this

contract shall not be affected thereby. All individuals signing represent that they have the authority to sign on behalf of and bind the party for whom they are signing.

- B. This contract contains the entire agreement of the parties and may not be changed except in writing.
- C. If this contract is executed in a number of identical counterparts, each counterpart is an original and all counterparts, collectively, constitute one agreement.

D. Addenda which are part of this contract are: *(Check all that apply.)*

- ☐ (1) Property Description Exhibit identified in Paragraph 2;
- ☐ (2) Commercial Contract Financing Addendum (TXR-1931);
- ☐ (3) Commercial Property Condition Statement (TXR-1408);
- ☐ (4) Commercial Contract Addendum for Special Provisions (TXR-1940);
- ☐ (5) Notice to Purchaser of Real Property in a Water District (MUD);
- ☐ (6) Addendum for Coastal Area Property (TXR-1915);
- ☐ (7) Addendum for Property Located Seaward of the Gulf Intracoastal Waterway (TXR-1916);
- ☐ (8) Information About Brokerage Services (TXR-2501);
- ☐ (9) Information About Mineral Clauses in Contract Forms (TXR-2509);
- ☐ (10) Notice of Obligation to Pay Improvement District Assessment (TXR-1955, PID); and
- ☐ (11) _____

(Note: Counsel for Texas REALTORS® has determined that any of the foregoing addenda which are promulgated by the Texas Real Estate Commission (TREC) or published by Texas REALTORS® are appropriate for use with this form.)

- E. Buyer ☐ may ☒ may not assign this contract. If Buyer assigns this contract, Buyer will be relieved of any future liability under this contract only if the assignee assumes, in writing, all obligations and liability of Buyer under this contract.

23. TIME: Time is of the essence in this contract. The parties require strict compliance with the times for performance. If the last day to perform under a provision of this contract falls on a Saturday, Sunday, or federal reserve bank holiday, the time for performance is extended until the end of the next day which is not a Saturday, Sunday, or federal reserve bank holiday.

24. EFFECTIVE DATE: The effective date of this contract for the purpose of performance of all obligations is the date the title company receives this contract after all parties execute this contract.

25. ADDITIONAL NOTICES:

- A. Buyer should have an abstract covering the Property examined by an attorney of Buyer's selection, or Buyer should be furnished with or obtain a title policy.
- B. If the Property is situated in a utility or other statutorily created district providing water, sewer, drainage, or flood control facilities and services, Chapter 49, Texas Water Code, requires Seller to deliver and Buyer to sign the statutory notice relating to the tax rate, bonded indebtedness, or standby fees of the district before final execution of this contract.
- C. Notice Required by §13.257, Water Code: "The real property, described below, that you are about to purchase may be located in a certificated water or sewer service area, which is authorized by law to provide water or sewer service to the properties in the certificated area. If your property is located in a certificated area there may be special costs or charges that you will be required to pay before you can receive water or sewer service. There may be a period required to construct lines or other facilities necessary to provide water or sewer service to your property. You are advised to determine if the property is in a certificated area and contact the utility service provider to determine the cost that you will be required to pay and the period, if any, that is required to provide water or sewer service to your property. The undersigned purchaser hereby acknowledges receipt of the foregoing notice at or before

the execution of a binding contract for the purchase of the real property described in the notice or at closing of purchase of the real property." The real property is described in Paragraph 2 of this contract.

- D. If the Property adjoins or shares a common boundary with the tidally influenced submerged lands of the state, §33.135 of the Texas Natural Resources Code requires a notice regarding coastal area property to be included as part of this contract (*the Addendum for Coastal Area Property (TXR-1915) may be used*).
- E. If the Property is located seaward of the Gulf Intracoastal Waterway, §61.025, Texas Natural Resources Code, requires a notice regarding the seaward location of the Property to be included as part of this contract (*the Addendum for Property Located Seaward of the Gulf Intracoastal Waterway (TXR-1916) may be used*).
- F. If the Property is located outside the limits of a municipality, the Property may now or later be included in the extra-territorial jurisdiction (ETJ) of a municipality and may now or later be subject to annexation by the municipality. Each municipality maintains a map that depicts its boundaries and ETJ. To determine if the Property is located within a municipality's ETJ, Buyer should contact all municipalities located in the general proximity of the Property for further information.
- G. Brokers are not qualified to perform property inspections, surveys, engineering studies, environmental assessments, or inspections to determine compliance with zoning, governmental regulations, or laws. Buyer should seek experts to perform such services. Buyer should review local building codes, ordinances and other applicable laws to determine their effect on the Property. Selection of experts, inspectors, and repairmen is the responsibility of Buyer and not the brokers. Brokers are not qualified to determine the credit worthiness of the parties.
- H. NOTICE OF WATER LEVEL FLUCTUATIONS: If the Property adjoins an impoundment of water, including a reservoir or lake, constructed and maintained under Chapter 11, Water Code, that has a storage capacity of at least 5,000 acre-feet at the impoundment's normal operating level, Seller hereby notifies Buyer: "The water level of the impoundment of water adjoining the Property fluctuates for various reasons, including as a result of: (1) an entity lawfully exercising its right to use the water stored in the impoundment; or (2) drought or flood conditions."
- I. PUBLIC IMPROVEMENT DISTRICTS: If the Property is in a public improvement district, Seller is required by §5.014, Property Code to give Buyer a written notice concerning the obligation to pay assessments. The form of the required notice is available as a part of the Notice of Obligation to Pay Improvement District Assessment (TXR-1955).
- J. LICENSE HOLDER DISCLOSURE: Texas law requires a real estate license holder who is a party to a transaction or acting on behalf of a spouse, parent, child, business entity in which the license holder owns more than 10%, or a trust for which the license holder acts as a trustee or of which the license holder or the license holder's spouse, parent or child is a beneficiary, to notify the other party in writing before entering into a contract of sale. Disclose if applicable: _____.

26. CONTRACT AS OFFER: The execution of this contract by the first party constitutes an offer to buy or sell the Property. Unless the other party accepts the offer by 5:00 p.m., in the time zone in which the Property is located, on _____, the offer will lapse and become null and void.

READ THIS CONTRACT CAREFULLY. The brokers and agents make no representation or recommendation as to the legal sufficiency, legal effect, or tax consequences of this document or transaction. **CONSULT** your attorney **BEFORE** signing.

Seller: ST JOSEPH REGIONAL HEALTH CENTER

Buyer: Brazos County, Texas

c/o Judge Duane Peters, Brazos County Judge; Attention:
Ed Bull

By: _____

By (signature): _____

Printed Name: _____

Title: _____

By: _____

By (signature):  _____

Printed Name: DUANE PETERS

Title: COUNTY JUDGE

By: _____

By (signature): _____

Printed Name: _____

Title: _____

By: _____

By (signature): _____

Printed Name: _____

Title: _____

Approved as to form (Counsel for Seller):

By: _____

Name: Emma Keyser

Title: Shareholder

Company/Firm: Polsinelli

AGREEMENT BETWEEN BROKERS

(use only if Paragraph 9B(1) is effective)

Principal Broker agrees to pay _____ (Cooperating Broker) a fee when the Principal Broker's fee is received. The fee to be paid to Cooperating Broker will be:

☐ \$ _____, or
☐ _____ % of the sales price, or
☐ _____ % of the Principal Broker's fee.

The title company is authorized and directed to pay Cooperating Broker from Principal Broker's fee at closing. This Agreement Between Brokers supersedes any prior offers and agreements for compensation between brokers.

Principal Broker: _____ Cooperating Broker: _____

By: _____ By: _____

ATTORNEYS

Seller's attorney: Emma Keyser
Polsinelli PC

Address: 900 W. 48th Place, Suite 900
Kansas City, MO 64015

Phone & Fax: (713) 374-1644

E-mail: ekeyser@polsinelli.com

Seller's attorney requests copies of documents, notices, and other information:

- ☒ the title company sends to Seller.
☒ Buyer sends to Seller.

Buyer's attorney: Mike Gentry
West Webb Allbritton & Gentry, P.C.

Address: 1515 Emerald Plaza
College Station TX 77845

Phone & Fax: (979)694-7000

E-mail: mike.gentry@westwebb.law

Buyer's attorney requests copies of documents, notices, and other information:

- ☒ the title company sends to Buyer.
☒ Seller sends to Buyer.

ESCROW RECEIPT

The title company acknowledges receipt of:

- ☐ A. the contract on this day _____ (effective date);
☐ B. earnest money in the amount of \$ _____ in the form of _____
on _____.

Title company: _____ Address: _____

By: _____ Phone & Fax: _____

Assigned file number (GF#): _____ E-mail: _____

DATE 3-28-2023

AT _____ O'CLOCK _____ M

KAREN MCQUEEN
BRAZOS COUNTY CLERKAFFIDAVIT
TEXAS LOCAL GOVERNMENT CODE, CHAPTER 171STATE OF TEXAS §
COUNTY OF BRAZOS §BEFORE ME, the undersigned authority, on March 28, 2023 personally appearedChuck Konderla, who being duly sworn, deposes and says:

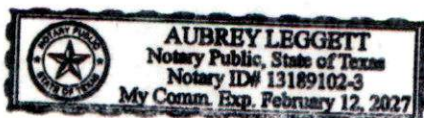
1. That he/she has a substantial interest in a business entity or real property. Official action taken by the **Commissioners Court of Brazos County, Texas** concerning Agenda Item No. 8 of the Court Agenda dated March 28, 2023 described as Approval of contract with St. Joseph Regional Health Center for the purchase of real property in the amount of \$1,800,000.00., would have a special economic effect on that business entity or a special economic effect on the value of the real property, that is distinguishable from the effect on the public.

2. That the substantial interest is (check the following as is appropriate):

- () a. Ownership of 10 percent or more of the voting stock or shares of the business entity or either 10 percent or more or \$15,000 or more of the fair market value of the business entity; or
- () b. Funds received by me from the business entity exceed 10 percent of my gross income for the previous year; or
- () c. An equitable or legal ownership in real property with a fair market value of \$2,500 or more; or
- () d. A person related in the first degree by either affinity or consanguinity to me has a substantial interest as defined above; or
- (x) e. other Affiliated with St. Joseph Regional Health Center.

3. That I will abstain from participation in the matter referred to in Item 8 unless authorized by law.

Signature _____

SWORN TO AND SUBSCRIBED BEFORE ME this the 28 day of March 2023.Notary Public in and for
The State of Texas _____

Aubrey Leggett



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: Approval of Change Order #2 to CIP #21-634 Replacement of Various Roofs Phase II to the Detention Center with Durolast in the amount of \$8,000.00 for the following:

- a. Removal and disposal of existing coping metal.
- b. Prepping parapet substrate to accept adhered membrane.
- c. Adhere 80 MIL Membrane up and over the parapet wall.
- d. Terminate membrane, according to manufacturer's specification, with approximately 480 lineal feet of All-Term Metal Edge on Rec Yard Area Roof #4.

TO: Commissioners Court

FROM: Presley Nelson

DATE: 03/22/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[Duro-Last Phase 3 Change Order.pdf](#)

Change Order #2

Backup Material

[Fully Executed Contract - Duro-Last.pdf](#)

Original Contract

Backup Material

March 15, 2023

Ms. Kaitlyn Battles
Buyer III
Brazos County
200 S. Texas Ave., Ste. 352
Bryan, TX 77803

Re: Phase 3 – Detention Center- Rec Yard Area Roof #4

Dear Ms. Battles,

The purpose of this letter is to obtain approval for a change in the project's original specification.

There was a discrepancy between the pre-bid discussion and the pre-bid minutes regarding which areas of the Rec Yards were going to have the metal replaced and which areas were going to remain with the existing coping cap.

The change order will consist of:

- Removal and disposal of existing coping metal.
- Prepping parapet substrate to accept adhered membrane.
- Adhere 80 MIL Membrane up and over the parapet wall.
- Terminate membrane, according to manufacturer's speciation, with approximately 480 lineal feet of All-Term Metal Edge on Rec Yard Area Roof #4

The total cost of this change order is \$8,000.00

If this change order is acceptable, please sign below and e-mail to me. Please feel free to contact me at (800) 248-0280 ext. 2219 or ktobias@duro-last.com if you have any questions.

Thank you for your business!

Best Regards,



Kelly Tobias
Cooperative Purchasing Representative
Duro-Last, Inc.

Phase 3 – Brazos County Detention Center Change Order #4 : \$8,000.00

Approved By: 

Title: COUNTY JUDGE Date: 3/28/23

February 7, 2022

Ms. Kaitlyn Battles
Buyer III
Brazos County
200 S. Texas Ave., Ste. 352
Bryan, TX 77803
kbattles@brazoscountytexas.gov
979-361-4285 Office
979-446-9242 Cell

Re: Re-Roofing Project for the Brazos County Detention Center

Dear Ms. Battles:

Duro-Last Roofing has developed the following pricing proposal to re-roof the Brazos County Detention Center in Bryan, Texas. This proposal was developed using Duro-Last's contract number 210205 with The Interlocal Purchasing System (TIPS) and includes the total cost to purchase and install the Duro-Last roofing system.

Duro-Last will provide the Duro-Last roofing system and its installation to Brazos County at RS Means pricing using the Bryan City Cost Index.

Pricing has been provided by the following authorized Duro-Last contractors:

- Lone-Star Roof Systems of College Station
- Trumble Construction, Inc. of Texarkana

Attached is the Duro-Last specification which defines the work that Duro-Last proposes to complete. When the installation is complete, a Duro-Last Technical Representative will inspect the installation for completeness and conformity to Duro-Last specifications. Following acceptance of the roof, Duro-Last will issue a warranty to Brazos County.

The Duro-Last Roofing 20-year NDL warranty provides for the repair or replacement of the roofing system, and the labor to install it, in the event of a defect in the Duro-Last products. The 20-year NDL warranty does have an additional charge to obtain it, which has been included in the proposal. The warranty also does not provide coverage of consequential damages resulting from leaks caused by any defects covered under the warranty.

For metal roof areas: When the installation is complete, MBCI will issue a Standard 1 20-year Weathertightness warranty to Brazos County.

Based on this scope of work, pricing for Duro-Last to complete Brazos County re-roofing project is as follows. Prevailing wage rates apply.

	Lone-Star Roof Systems	Trumble Construction
Material, Labor, Warranty, Fees	\$2,171,206.64	\$1,941,213.70
Contingency	\$195,550.26	\$174,748.80
Bonds	\$19,086.75	\$17,064.21
Included in Base		
Total Cost	\$2,385,843.65	\$2,133,026.71
Site Supervision Add:	\$600/Day	\$600/Day

Duro-Last will invoice Brazos County for materials shipped and 30% mobilization upon initial shipment. Notwithstanding the above referenced base price, all non-Duro-Last materials, including any third-party materials purchased for the project, will be invoiced by Duro-Last to Brazos County at the market price paid by Duro-Last at time of payment to any such third-party supplier.

Any alterations or deviation from the scope of work involving extra costs including, but not limited to, additional materials and labor will be executed only upon written change-orders submitted to Duro-Last, which will result in an extra charge over this proposal.

The base price does not include any allowances for roof deck replacement or for other hidden damages.

Permit costs are included in the base price. The building owner is responsible for obtaining any additional permits, engineering fees, or tests needed to meet state and local codes.

The base price includes performance and payment bonds. Any bonds for this project shall only apply for a one-year maintenance period commencing on the date of substantial completion of the project. Bond coverage shall not be extended to the 20-year warranty period subsequent to the one-year maintenance period.

Duro-Last Roofing and its subcontractor are not responsible for the following:

- HVAC alteration and related utility work
- Lightning, lightning protection, or electrical alterations or recertification
- Satellite dishes or antenna recalibration
- Removal of material containing asbestos or asbestos testing
- Ponded water due to previous existing substrate conditions


All material is guaranteed to be as specified. All work will be completed in a workmanlike manner according to standard roofing practices and in accordance with Duro-Last published specifications. Duro-Last Roofing shall not be responsible for delays relating to weather, accidents, or other events beyond our control.

If this proposal is accepted, the Duro-Last TIPS price schedule, terms, and conditions will be applied. In addition:

1. Brazos County's TIPS membership will need to be verified.
2. A purchase order and tax exempt certificate will need to be issued to Duro-Last Roofing.
3. The purchase order should be clearly marked "Per TIPS Contract".
4. E-mail the purchase order in PDF format to TIPS at tipspo@tips-usa.com for review and approval.
5. Duro-Last will issue a Notice to Proceed to the installing contractor after receiving the approved purchase order from TIPS.

If you have any questions regarding this proposal, please contact me at (989) 284-5391 or cplyler@duro-last.com. If this proposal is acceptable, please indicate the approved option(s), sign below and return with the aforementioned documents.

Best Regards,



Chenelle D. Plyler
 Cooperative Purchasing Administrator
 Duro-Last, Inc.

Brazos County Detention Center Re-Roofing Project Base Price:

	Lone-Star Roof Systems	Trumble Construction
Base Price	<input type="checkbox"/> \$2,385,843.65	<input checked="" type="checkbox"/> \$2,133,026.71
Site Supervision Add:	<input type="checkbox"/> \$600/Day	<input checked="" type="checkbox"/> \$600/Day

Approved By: 

Title: COUNTY JUDGE

Date: FEBRUARY 22, 2022

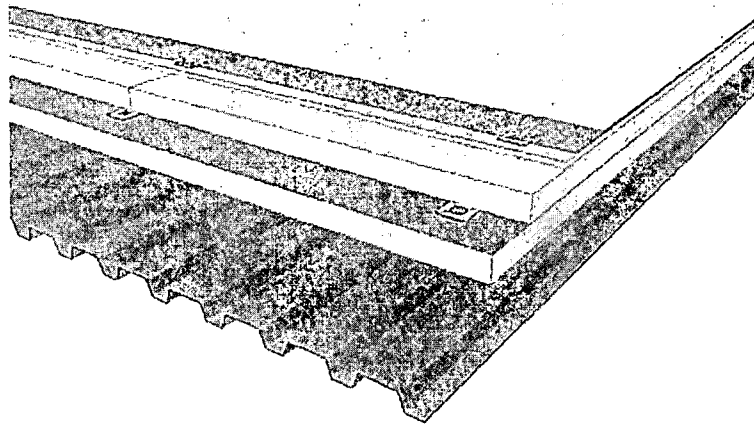
Brazos County Detention Center

1835 Sandy Point Rd
Bryan, TX 77807

Roof #s 1-10 and 13-15

Prepared For: Chenelle Plyler
Duro-Last Roofing, Inc

Prepared By: James Griffin
Duro-Last Roofing, Inc



Duro-Last Roof Assembly Description

- **New Roof System:**
 - **Duro-Last® Duro-Fleece™ membrane**
 - Membrane Thickness: 80 mil nominal (88 mil including fleece)
 - Color: White
 - Attachment: Adhered with Duro-Fleece CR-20 membrane adhesive, splatter applied
 - **DensDeck® Prime Roof Board**
 - Thickness: ¼ inch
 - Attachment: Attached with mechanical fasteners
 - **Duro-Guard® ISO II or EPS Type II (flat)**
 - Thickness Varies by Roof # - See Scope Section 1.1
 - Attachment: Loosely laid (Additional to Existing Insulation)

525 Morley Drive, Saginaw, MI 48601

Phone: 800-248-0280 • Fax: 800-432-9331 • www.duro-last.com

Other Locations: Grants Pass, OR • Jackson, MS • Sigourney, IA • Carrollton, TX

- **Existing Roof System(s):**
 - **Roof Area #s 1 - 7 and 15:**
 - PVC Single Ply Membrane (Scheduled to be removed and disposed)
 - EPS Flat Insulation board (3.5" Thick) (Inspect and leave in place)
 - ½" Gypsum Roof Board
 - **Steel Roof Deck**
 - **Roof Area #s 8 and 9:**
 - PVC Single Ply Membrane (Scheduled to be removed and disposed)
 - Polyurethane coating (Scheduled to remain in place)
 - Spray Foam Insulation (Varies 2" - 3" Thick) (Scheduled to remain in place)
 - **Steel Roof Deck**
 - **Roof Area #s 10, 13 and 14:**
 - PVC Single Ply Membrane (Scheduled to be removed and disposed)
 - **Duro-Guard® ISO II (flat) (2" thick)** (Scheduled to remain in place)
 - **Steel Roof Deck**

PART 1 GENERAL

1.1 SITE GUIDELINES

- a. **Contractor Execution:**
 - i. **Contractor Proposal Form:** Contractor to submit RFP proposal response on RFP Proposal response form. No other forms will be accepted.
 - ii. **Background Information:** Contractor will supply all required background information required to comply with Brazos County requirements.
 - iii. **Insurance:** Contractor will submit proof of insurance (Certificate of Insurance) showing coverage that meets or exceeds all county requirements.
 - iv. **Permit Fee(s):** Contractor will include any Permit costs and will include any administration cost for submitting and/or filing for a permit, should a permit be required. The contractor will include all costs for submitting for permit and any cost to collect the permit and post the permit at the appropriate locations.
 - v. **Pre-Construction Meeting:** Prior to the execution contractor will attend a Pre-Construction meeting (Contractor Project Manager, Superintendent, Manufacturer Representative, Owner and Consultant) to review execution, scheduling, and general guidelines for the project. Contractor will submit submittals (PDF, Application Guidelines, Field Drawings, Warranties, Guaranties) prior to the Pre-Construction meeting for all required products and MSDS sheets. Contractor to provide a Project Contact Sheet with names, cell phones and email for all personnel to be involved with scope of work. (Project Manager, Site Project Manager, Crew

Superintendent and Office Contact) Contractor should submit a soft copy of these documents no later than 10 days prior to this meeting.

- vi. **Site/ Project Manager:** Contractor to provide and maintain a minimum of one (1) non-working Project Manager to oversee operations, safety compliance and coordination with site personnel. Project Manager will report to Owner/Site Representative a minimum of once each morning and once each afternoon to assure site personnel are advised on all areas that construction activity will be taking place, coordination of any lifting activities and verify any areas of possible moisture entry from prior night or day.
- vii. **Project Team Contact Sheet:** Contractor to provide an emergency contact sheet with email and cell phone contact numbers for all key personnel. Contractor to bring to Pre-Construction meeting.
- viii. **Site Security:** Contractor to include all cost to comply with Brazos County Detention Center requirements. This is a secure facility with multi-roof areas and will require close coordination with Detention Center personnel.
- ix. **Occupant Notification:** Contractor to post 8 ½ x 11" Notification at access / entry doors and exits notifying public and occupant of work currently active on at this site.
- x. **Staging area:** Contractor will maintain a single designated staging area. All material storage, equipment storage is required to be kept at staging unless in use. All breaks, lunches, and safety meetings to be held in staging area at all times, unless authorized and identified with the Pre-Construction minutes. Contractor will stage equipment, material, and Company/ Crew vehicles in the assigned staging area location. Contractor will maintain a Porta John and wash area within the area. Staging area should be marked with safety cones and caution tape to help prevent accidental access by the public.
- xi. **Storage:** Contractor is responsible for assuring that all material is secure on the roof and ground. All trash and debris should be bagged on a regular basis. Site should be free of wind-blown wrappers, trash, or debris. Contractor will maintain surrounding grounds with no debris, wrappers, water bottles etc. Contractor will bag all debris unless using a Skytrac and box for debris. At no time may contractor throw or discharge any materials or debris from roof. **This is a two-story building making it even more important that all material and equipment be away from the building edge.**
- xii. **Signage:** Contractor will post one sign at the staging area identifying the site is an active construction site. Signage should include Company name, Office contact (Phone and Email) Site Project Manager name and phone number.
- xiii. **Ground Protection:** Contractor will mark with cones on the ground whenever working within 10' of the perimeter over doors, exits and vehicle garage doors.
- xiv. **Rain & Weather:** Contractor will have personnel on site or within 15-30 min. from the job site 7 days a week and including Holidays until substantially complete. At any time that the building is exposed to weather (Rain, Wind or Other) Contractor will meet Owner representative to assure all water tie offs are in place and to assure there is no moisture entry into the building. Contractor is responsible for keeping the building in a watertight condition from start of construction until complete. If crew or personnel dispatch for holidays or weekends contractor is required to maintain a minimum of two personnel 15-mile radius to respond, should it rain and

to daily inspect of staging area, inspection of roof loaded material and to inspect all water tie offs a minimum of twice daily on non-workdays.

- xv. **Site Safety:** Contractor will adhere to all safety requirements while performing work on the site. This will include but not limited to the following:
1. Compliance with all OSHA requirements -See attached OSHA Bulletin-Roofing
 2. Compliance with all County requirements
 3. Contractor will maintain a clean and orderly staging area throughout execution. Staging area will include a porta john and be clearly marked with cones and caution tape. The area is to be clearly marked to avoid any accidental entry by the public. Contractor will maintain all crew trucks, lifting equipment, ext. in this area.
 4. Lifting Equipment will always be stored in staging if not being used. Contractor will protect all parking lot surfaces with plywood to prevent any dripping of hydraulic oil or other. Contractor will chain the wheel to the axle when not in use. Contractor will provide a copy of the key or passcode to equipment. Contractor will avoid creating ruts or damage to the surrounding areas, buildings and/or land scape. Any signs of leaking or significant issues with Hydraulic equipment contractor will immediately switch out equipment and do so without interruption to the work.
 5. Contractor will always maintain a fire Extinguisher in the staging area and at the roof where any gas filled generators are in use.
 6. Contractor will install all required warning lines and fall protection as required throughout the execution of the work to protect the public and county personnel while on site performing repairs.
 7. Contractor will provide their own access to and from the roof. Contractor crew is to refrain from entry, interior roof hatch or exit of the building. Only the Project Manager and Crew Superintendent shall access or traffic the building and only with an approved County escort.
 8. Contractor will install safety cones along sidewalk leading up to all primary entrances and exits that are to remain open during repairs / construction.
 9. Contractor will comply with all required work hours and special designated days by the county. Contractor should include and anticipate any costs associated with overtime and night or weekend work to complete this project. No change orders for overtime, weekend or night work will be permitted.
 10. Contractor and crew will comply with all Covid-19 rules and procedures while on site performing work.
 11. Contractor and crew will refrain from any smoking on site. Contractor, Crew and Contractor vehicles will refrain from any drug or illegal substances on person or use while performing work. No alcohol or other on site whether containers are empty or full. This includes person and/or vehicles.
 12. **Crew Safety Vests:** All Contractor personnel on site will wear safety vest to allow ease of identification for building personnel and public. Contractor Crew Superintendent and Project Manager will wear a different colored safety vest for ease of identification of Owner Personnel and the Public.
 13. **Safety Spotter:** Contractor will provide spotter personnel at the front and rear of any lifting equipment when equipment is be moved outside of staging area to assure that no public property or personnel can be damaged or hurt during

operation. Contractor will also utilize a spotter any time the crew may be working within 10'-15' of the perimeter of the roof. Should the contractor be required to expose the roof to below to occupant or public. (i.e., Skylights) Contractor will coordinate with County with County contact for coordination of the Area being exposed. Any such type of area should also be marked with cones to prevent the public from accidentally walking into this area.

- xvi. **Roof Access:** Contractor will provide their own exterior access to the building. All access points are to be removed when contractor is not on site or construction activity is not in process. Anyone accessing through the building must comply with all COVID-19 and CDC Guidelines. Contractor personnel will perform temperature checks each day and document each crew member result.
- xvii. **Electrical Power:** Contractor will supply all the contractor required power for operation of equipment. Contractor is not allowed at any time to use Owners water, electrical receptacle or other in execution of this scope of work.
- xviii. **Reconnect/ Disconnect:** Contractor is not authorized or allowed to disconnect any Mechanical units on the building. If for any reason the contractor feels it is necessary to disconnect a mechanical unit this must be approved in advance and scheduled with the Owner.

b. CLOSEOUT DOCUMENTS & PAYMENT PROCESSING: Contractor will submit a single and final invoice upon completion of the repairs for **Brazos County Roof Repair s- Brazos County Detention Center** to include the following:

- i. **Contractor Warranty:** Contractor will provide the Contractor 5-year workmanship warranty for all work performed.
- ii. **Final Inspection** 4T Partnership will schedule an inspection with the Contractor and the Owner/County to perform a walk through and inspection of the completed Roof assembly and all areas included in the contractor's scope of work. 4T Partnership will forward minutes and documentation of any items in need of correction or repair. Any punch items will be corrected during inspection or can be performed, and contractor can submit photos showing corrective action.
- iii. **Contractor Invoice** – Contractor will submit a Final invoice with confirmation of completion of all punch list items and reference RFP III and building name with address.
- iv. **Manufacturer "No Dollar Limit Guaranty**– Contractor will submit a copy and provide the Owner with an original of the required 20-year NDL Guaranty. The Guaranty should reference the Correct Owner / Member Name, Building Address and include execution by the Manufacturer appropriate representative.
- v. **"Conditional" Lien Release-** Contractor will submit a "Conditional Lien: Release with closeout documents including separate releases for any listed sub-contractors.
- vi. **Performance & Payment Bond-** Contractor will submit a copy of the Payment & Performance bond.
- vii. **Punch List Items Documentation-** Contractor will provide any necessary punch list / corrective action list and documentation showing each correction if required after the final inspection.
- viii. **Brazos County Purchasing Documents:** Please Brazos County Purchasing requirements for any additional closeout documents.

c. DELIVERY, STORAGE, AND HANDLING

- i. Store all materials in compliance with Manufacturer requirements to avoid water damage and store rolled goods on end. Comply with manufacturer's recommendations for job-site storage and protection. If necessary, cover with loose tarp or plastic and allow to breath.
- ii. Contractor will adhere to all requirements regarding staging location, site management and occupant safety to assure that both Contractor(s) crew and public / County personnel and the public are protected at all times.
- iii. Contractor will supply a duplicate key or Code to operate all equipment being stored on site to facilitate (if necessary) moving this equipment if required by first responders.
- iv. Contractor / Crew will prevent any blowing debris throughout the execution of the work. All material will be properly secured. Any material roof loaded must be tied or secured when not performing repairs on site. All debris will be bagged and placed in a receptacle or dump trailer.
- v. All material deliveries to be coordinated with **Brazos County Personnel**.
- vi. Contractor will at no time while positioned on the roof load material or equipment from ridge to eave over entrance and exits of the buildings.

d. JOB CONDITIONS

- i. The Contractor preparing a proposal in response to this RFP acknowledges that all work is to be performed while current activities within these buildings continue or proceed. Contractor will take and include all associated costs for signage, caution tape and safety cones to assure the tenant and public are protected from harm.
- ii. All work areas to be properly roped off.
- iii. Proceed with installation work only after substrate is prepared, clean, smooth, and dry.

24 Gauge Metal joint cover: At 11 Tilt Wall joints in the wall at the intersection of Roof #1 and Roof #3, the contractor shall furnish and install all necessary materials to perform the following;

- 1. Mechanically attach a piece of 24 Ga steel plate over the joints. Fasten the plate to the wall at 12" oc intervals.
 - 2. The plates shall cover the entire joint, from beneath the roof 1 All Term edge metal, to the Termination of the membrane from Roof #3.
 - 3. The metal plate shall be back sealed on the wall.
 - 4. The metal plate shall have a continuous bead of sealant as a top seal on both vertical surfaces.
- iv. Proceed with installation work only when weather conditions allow. Follow primary manufacturer's recommendations during application throughout.
 - v. Contractor agrees to schedule work on individual building / Roof area only after verification that the County does not have any pre-scheduled events and/or conflicts without penalty or cost to the County.
 - vi. Contractor Project Manager will advise the Member each day on the prior days weather forecast. Each day that the forecast includes a greater than 30% (for that window of time) chance of rain and/or Winds forecast to be in excess of 15-20 mph the contractor will have the option to schedule a "no-work" weather delay day.
 - vii. Contractor is at all times required to maintain a watertight condition on all buildings being repair / under construction. Contractor and his Insurance Company will be

responsible for any damage to the interior and/or exterior) caused due to negligence on the contractor's part. The contractor agrees to keep all buildings in a watertight condition until such time that the Building/Project ID# has been substantially completed and closeout documents submitted.

- viii. COVID-19 / Pandemic: Contractor will adhere to all guidelines, procedures and policies regarding the County's official and published requirements concerning Covid-19 and PPE and include in his/her proposal all necessary costs to comply.

1.2 Scope of work: Contractor shall furnish and install all necessary materials to perform the following:

a. **DEMO:**

- i. Remove the existing single ply roofing membrane, and all related plates / fasteners, down to the respective insulation board. Existing insulation board to remain. Varied thickness; Spray Foam Insulation, ISO insulation and EPS Insulation.
- ii. Remove, for replacement, all exterior edge metal. (See list of location and linear feet of existing coping metal to remove at the end of this Scope of Work, Section 1.1, f.)
- iii. Remove, for replacement, all gutters associated with the roofs under this scope.
- iv. Remove membrane from all walls, exterior, interior, and common walls.
- v. Remove existing membrane from ALL penetrations.

b. **Inspection and Evaluations:**

- i. **Fastener Pull-out Test:** Contractor to verify substrate is clean and dry. Contractor to perform fastener pull test to assure pull out and required spacing for any fasteners.
- ii. Inspect existing insulation for any damage (wet). Provide a square foot cost for replacement of wet / deteriorated insulation, to infill the product removed and bring to existing level height of the surrounding area.

c. **New System:**

- i. Contractors to furnish and install, via Loosely Laid Method, all materials to for ADDITIONAL INSULATION, as described below for each roof section:
 1. **Roof #s 1-7 and 15:**
 - a. Add 1.0" Duro-Guard® ISO II - Polyisocyanurate (flat), - **OR** -
 - b. Add 1.5" Duro-Guard® EPS Type II (flat)
 2. **Roof #s 8 and 9:**
 - a. Add 1.5" Duro-Guard® ISO II - Polyisocyanurate (flat), - **OR** -
 - b. Add 2.0" Duro-Guard® EPS Type II (flat)
 3. **Roof #s 10, 13 and 14:**
 - a. Add 2.5" Duro-Guard® ISO II - Polyisocyanurate (flat), - **OR** -
 - b. Add 3.5" Duro-Guard® EPS Type II (flat)
- ii. Contractor to furnish and install, to the existing crickets, enhancement materials in drain lines as per attached drawings for Roof #s 1, 3, 4, and 6
- iii. Contractor to furnish and install all materials necessary to sump a 4'x4' area at each Primary Scupper.
- iv. Contractor will provide an 8'x8' sump area around each the drain, **high side to match the additional insulation height for the respective roof area, as follows:**
 1. **Roof #s 1-7 and 15:**
 - a. ISO Product = High side start = 1", low side finish = .5" - 0"
 - b. EPS Product = High side start = 1.5", low side finish = .5"-0"

2. **Roof #s 8 and 9:**
 - a. ISO Product = High side start = 1.5", low side finish = .5" – 0"
 - b. EPS Product = High side start = 2.0", low side finish = .5"-0"
3. **Roof #s 10, 13 and 14:**
 - a. ISO Product = High side start = 2.5", low side finish = .5" – 0"
 - b. EPS Product = High side start = 3.5", low side finish = .5"-0"
- v. Contractor to "feather in", with additional loose laid ¼" gypsum roof board, any low, ponding areas that exist on roof #s 2 and 7, in an attempt to minimize ponding.
- vi. Contractor shall furnish and install all required ½" per foot tapered crickets at the "High" slope sides of Curbed penetrations. Contractor curbed crickets to extend (width) 4" beyond curb width.
- vii. Contractor shall furnish and install, via mechanical attachment, a manufacturer's approved ¼" Primed (adhered approved) Gypsum Roof Board (DensDeck, DexCell, Secruck, etc.), over the loose laid insulation, saddles, crickets, and sump materials (stager all joints).
- viii. Contractor shall furnish and install, via adhered attachment, an 80 MIL fleeceback over the manufacturer's approved ¼" Gypsum Roof Board using CR 20 adhesive.
 1. Contractor will need to protect against using equipment that is soiled in Asphalt during installation of new roof assembly since Asphalt is a contaminate to PVC.
 2. Contractor is to refrain from using cords and equipment that may have asphalt residue on it and could contaminate or discolor the new Fully adhered PVC Membrane.
 3. Any asphalt residue on the surface of the finished membrane will be required to be removed prior to final inspection.
- ix. **Peel Stop Detail:** Contractor shall furnish and install all materials necessary to complete the manufacturer's **Peel Stop Detail**. Detail # AS9060A or #AS9060B
- x. **All Walls:**
 1. Membrane Attachment to Walls:
 - a. Option 1: Contractor shall furnish and install all necessary materials to adhere fleeceback membrane to the existing wall substrate, in accordance with manufacturer's specifications. Water Based Adhesive with Fleeceback membrane has been approved for this application.
 - b. Option 2:
 - i. Contractor shall furnish and install, via mechanical attachment, a manufacturer's approved ¼" Gypsum Roof Board on the exposed face.
 - ii. Contractor shall furnish and install, via adhered attachment, an 80 MIL Bareback membrane with solvent based adhesive.
 2. **Exterior Parapet Walls:**
 3. Contractor shall furnish and install new nailer (sloped to inside) at the perimeter parapet walls after removal of the membrane. CONTRACTOR TO PROVIDE A LINEAR FOOT COST FOR WOOD NAILER INSTALLATION.
 4. Contractor shall furnish and install, ES 1-90 ALL Term 2 Pc Termination metal at the outside, top and vertical surfaces of the parapet walls. See detail #AS 3580
- xi. **Interior (Common)Wall:** Contractor shall furnish and install all necessary materials to water proof the walls as follows:

1. Contractor shall furnish and install new nailer (sloped to inside) at the common parapet walls after removal of the membrane. **CONTRACTOR TO PROVIDE A LINEAR FOOT COST FOR WOOD NAILER INSTALLATION.**
2. Membrane Attachment to Walls: Walls to be fully encapsulated, membrane to be welded to deck membrane on both roof deck surfaces.
- xii. **Interior Walls (to upper roof levels) (this includes wall to TPO roof, not on schedule for replacement, and roof #s 8 and 10):** Contractor shall furnish and install all necessary materials to water proof the walls as follows:
 1. Termination of membrane shall be with Termination Bar, below the existing metal counter flashing.
 2. The Termination bar shall be covered with a metal "Z" flashing attached to the existing metal counter flashing.
 3. The contractor shall use stainless-steel metal in locations where stainless-steel metal is existing.
- xiii. Terminations with Termination bar on walls shall be done utilizing the 1-3/4" Fascia Bar with Metal cover OR a metal counter flashing. **NO EXPOSED TERMINATION BAR.**
- xiv. **Edges with NO WALLS:** Membrane termination at locations without walls (roll over edges) will be with the Vinyl Coated Metal Drip Edge, as provided by the Manufacture. Installation of all metal edging will be in accordance with the manufacturer's specifications for Adhered applications. (A list of locations and linear feet of such edges can be found at the end of the section, Section 1.1, g)
- xv. **Drains / Scuppers / Gutters:** Contractor shall furnish and install all necessary materials to waterproof the Drain, Scuppers, and Gutters in the flowing manner:
 1. Drains:
 - a. Contractor to include in their proposal to test all drains at start and completion to assure is properly functioning.
 - b. See Section 1.1, c, ii-v for requirements for saddles, crickets, and sumps for drains.
 - c. All drains shall be water proofed utilizing manufacturer detail #AS2011.
 - d. If the existing drain currently has a "Drain boot" installed, the contractor shall furnish and install a new drain clamping ring.
 - e. All drains to receive new cast iron strainers (Blue) as manufactured by the primary manufacturer.
 2. Scuppers:
 - a. Primary - All primary scuppers shall be replaced with Exceptional Metal Vinyl Coated Metal scuppers.
 - b. Over-Flow: Waterproof with Membrane scupper materials per manufacturer's specifications.
 - c. All existing Metal Scupper wall covers shall remain in place.
 3. Gutters and Downspouts: Provide, in the proposal, the cost to replace all gutters and downspouts with new 24 ga steel commercial grade products to match the existing shape and size. (Location and Linear feet of gutter and downspout replacement can be found at the end of this section, Section 1.1, i)

xvi. **Curbed Penetrations (including Mechanical Units):**

1. See cricket requirements in Section 1.1, c, vi for cricket requirements.
2. Membrane Attachment to curbs:
 - a. Option 1: Contractor shall furnish and install all necessary materials to adhere an 80 MIL fleeceback membrane to the existing wall substrate, in accordance with manufacturer's specifications. Water Based Adhesive with Fleeceback membrane has been approved for this application.
 - b. Option 2:
 - i. Contractor shall furnish and install, via mechanical attachment, a manufacturer's approved 1/4" Gypsum Roof Board on the exposed face.
 - ii. Contractor shall furnish and install, via adhered attachment, an 80 MIL Bareback membrane with solvent based adhesive.
3. Contractor to furnish and install all necessary to water proof / flash curb flashings as follows:
 - a. If equipment can be removed and membrane can be placed up and over the top of the curb, adhere membrane and utilize manufacturer's detail #4020. **Any removal of roof top equipment MUST BE PRE-SCHEDULED with the Brazos County representative, a minimum of two weeks in advance.**
 - b. If equipment CANNOT be removed, utilize a manufacturer's detail #AS4010 and install new "Z" flashing at all four sides of the curb. Terminate using term bar, top seal, and back seal.
 - c. Contractor to furnish and install metal "skirt" flashing to cover all termination bar.
4. At ALL "Goose Neck" Roof Top Vents, the contractor shall furnish and install all materials to perform the following water proofing:
 - a. Adhere, with CR-20 HFO adhesive, the 80 MIL fleeceback membrane on the flat horizontal surface of the vent. Membrane should be adhered from horizontal to vertical transition on both sides.
 - b. Weld an 80 MIL Bareback membrane to the horizontal adhered membrane, turn the bareback membrane over the transition, down, and onto the vertical surface of the vent, 6".
 - c. Terminate the bareback membrane on the vertical surface with 1-3/4" Fascia Bar with metal cover. Contractor shall take care NOT to impede the mechanical operation of the vent doors.
 - d. The membrane shall be welded to the curb membrane at the bottom of the vent.

xvii. **Round Penetrations Flashings:**

1. Contractor shall furnish and install all materials necessary to raise all round penetrations to a minimum of 8" above roof line.
2. Contractor shall furnish and install split boots and flashings at all non-curbed penetrations to assure each fit snug and tight around the shaft of the penetration. Termination to include Panduit band top seal and back seal. All pipe boots must fit snug to the shaft of the plumbing boot at the base and up to the top of the flashing. No witches' hats or loose-fitting flashings permitted.

- xviii. **Guy Wires:** At all Guy Wire attachments, the contractor shall furnish and install the appropriate Anchor-Tite non-penetrating anchors for the attachment of the Guy Wire.
 - xix. **Walk Pads:** Contractor is to include, in their proposal, the installation of Manufacturer walk pads at the following locations:
 - 1. At locations where walk / service pads exist currently.
 - 2. All service sides of Mechanical Units and Stairwell Access.
 - 3. Contractor SHALL NOT install walk pad over any field membrane laps. Contractor will cut walk pad and install on either side when this condition exists as required.
 - xx. **Wood Blocking for Roof Top Units:** Contractor to furnish and install all necessary materials to waterproof all wood blocking, as follows:
 - 1. Provide 4x4 treated wood blocking.
 - 2. Encapsulate all wood blocking with PVC membrane.
 - 3. **Warranty Signage:** Contractor will post a sign at the Hatch access or in location of the County choosing to notify anyone who access the roof the Date Installed, Manufacturer, Contractor name and phone number, Manufacturer warranty period and assembly installed.
- d. **Non-Duro-Last Items:**
- i. **Lightning Protection:** Contractor shall provide, in their proposal, the cost associated with removal, reinstallation, and 5-year State certification for all lightning protection associated with the project. (Location and linear feet of existing Lightning Protection can be found at the end of this section, Section 1.1, h)
 - ii. **Conduit and Supports:**
 - 1. Contractor to clean and paint (2 coats) all existing gas lines. Fire Code color designations include the following; ((yellow), Electrical Lines (red) and water / Condensate lines (blue)).
 - 2. Contractor to install new Pyramid locking supports, where current supports are missing, damaged, or in disrepair. Supports to be compatible with PVC membrane and Manufacturer. Supports to be installed. 8' o.c.
 - iii. **New Flue Vent Tops and Rain Collars:** Replace flue vent tops, rain collars, and round curb exhaust vent tops that are exposed and damaged from Hail Exposure per itemized list provided by the roof consultant.
- e. **Warranty:**
- i. Contractor Warranty: Provide Contractors 5-Year Contractors Warranty
 - ii. Manufacture Warranty: Provide 20-year "No Dollar Limit" Guaranty.

f. Location and Linear Feet of Existing Coping Metal that is scheduled for removal and replacement with 2 Pc. All Term Metal Edging (as defined by Roof Consultant):

i. Northwest (Upper Roof) #1	625.85 l.f.
ii. Northwest (Lower Roof) #2	107.83 l.f.
iii. Northeast Roof Area #3	610.22 l.f.
iv. Southwest (Main Roof) Area #4	1600.70 l.f.
v. Kitchen Penthouse Area #5	000.00 l.f.
vi. New (Lower) Section 1 Area #6	99.83 l.f.
vii. New (Lower) – Visitation Area- #7	32.88 l.f.
viii. East Center (Visitation) #8	000.00 l.f.
ix. East Center (Trustee Area) #9	218.47 l.f.
x. Southeast (Offices) Area #10	200.00 l.f.
xi. West Hall Area #13	76.95 l.f.
xii. East Hall Area #14	000.00 l.f.
xiii. Portico -Entry Area #15	53.49 l.f.

Total Coping 3,626.22 l.f.

g. Location and Linear Feet of Existing roll over edges that are scheduled for the installation of the Vinyl Coated Metal Drip Edge, Metal Edging (as defined by Roof Consultant):

i. Northwest (Upper Roof) #1	000.00 l.f.
ii. Northwest (Lower Roof) #2	000.00 l.f.
iii. Northeast Roof #3	000.00 l.f.
iv. Southwest (Main Roof) #4	000.00 l.f.
v. Kitchen Penthouse #5	102.33 l.f.
vi. New (Lower) Section #1 Area #6	28.51 l.f.
vii. New (Lower) Roof Area #7	24.00 l.f.
viii. East Center (Visitation) #8	233.33 l.f.
ix. East Center (Trustee Area) #9	233.33 l.f.
x. Southeast (Offices) #10	501.82 l.f.
xi. West Hall #13	88.00 l.f.
xii. East Hall #14	000.00 l.f.
xiii. Portico -Entry #15	000.00 l.f.

Total Roof Edge: 1,211.32 l.f.

h. Location and Linear Feet of Existing Lightning Protection (as defined by Roof Consultant) :

i. Northwest (Upper Roof) #1	762.85 l.f.
ii. Northwest (Lower Roof) #2	99.83 l.f.
iii. Northeast Roof #3	1,220.43 l.f.
iv. Southwest (Main Roof) #4	2,200.87 l.f.
v. Kitchen Penthouse #5	50.00 l.f.
vi. New (Lower) Section #1 Area #6	000.00 l.f.
vii. New (Lower) Roof Area #7	000.00 l.f.

viii.	East Center (Visitation) #8	000.00 l.f.
ix.	Southeast (Offices) #10	000.00 l.f.
x.	West Hall	000.00 l.f.
xi.	East Hall	000.00 l.f.
xii.	Portico -Entry	408.00 l.f.
	Total Lightning Protection:	4,333.98 l.f
i.	Location and Linear Feet of Gutters and Downspouts (as defined by Roof Consultant):	
i.	Northwest (Upper Roof) #1	625.85 l.f.
ii.	Northwest (Lower Roof) #2	107.83 l.f.
iii.	Northeast Roof Area #3	610.22 l.f.
iv.	Southwest (Main Roof) Area #4	1600.70 l.f.
v.	Kitchen Penthouse Area #5	000.00 l.f.
vi.	New (Lower) Section 1 Area #6	99.83 l.f.
vii.	New (Lower) – Visitation Area- #7	32.88 l.f.
viii.	East Center (Visitation) #8	000.00 l.f.
ix.	East Center (Trustee Area) #9	218.47 l.f.
x.	Southeast (Offices) Area #10	200.00 l.f.
xi.	West Hall Area #13	76.95 l.f.
xii.	East Hall Area #14	000.00 l.f.
xiii.	Portico -Entry Area #15	53.49 l.f.
xiv.	Ribbed Metal Roof Area #16	216 l.f.
	Total Coping	3,626.22 l.f.

1.3 SECTION INCLUDES

- A. Duro-Last® Duro-Fleece™ membrane adhered with Duro-Fleece CR-20 membrane adhesive, splatter applied.
- B. DensDeck® Prime Roof Board, attached with mechanical fasteners.
- C. Duro-Guard® EPS Type II (flat), loosely laid.
- D. Duro-Guard® ISO II (flat), attached with mechanical fasteners.
- E. Prefabricated flashings, corners, parapets, stacks, vents, and related details.
- F. Fasteners, adhesives, and other accessories required for a complete roofing installation.
- G. Traffic Protection.

1.4 REFERENCES

- A. NRCA - The NRCA Roofing and Waterproofing Manual.
- B. ASCE 7 - Minimum Design Loads For Buildings And Other Structures.
- C. UL - Roofing Materials and Systems Directory, Roofing Systems (TGFU.R10128).
- D. ASTM C 1289 - Standard Specification for Faced Rigid Cellular Polyisocyanurate Thermal Insulation Board.
- E. ASTM D 751 - Standard Test Methods for Coated Fabrics.
- F. ASTM D 4434 - Standard Specification for Poly(Vinyl Chloride) Sheet Roofing.
- G. ASTM E 108 - Standard Test Methods for Fire Tests of Roof Coverings.
- H. ASTM E 119 - Standard Test Methods for Fire Tests of Building Construction and Materials.

1.5 SYSTEM DESCRIPTION

- A. General: Provide installed roofing membrane and base flashings that remain watertight; do not permit the passage of water; and resist specified uplift pressures, thermally induced movement, and exposure to weather without failure.
- B. During installation contractor will install night seals to assure the building remains watertight throughout the installation of the roof system.
- C. Material Compatibility: Provide roofing materials that are compatible with one another under conditions of service and application required, as demonstrated by roofing membrane manufacturer based on testing and field experience.
- D. Physical Properties:
 - 1. Roof product must meet the requirements of Type III PVC sheet roofing as defined by ASTM D 4434 and must meet or exceed the following physical properties.
 - 2. Thickness: 80 mil (101 mil including fleece), nominal, in accordance with ASTM D 751.
 - 3. Thickness Over Scrim: ≥ 41 mil in accordance with ASTM D 7635.

4. Breaking Strengths: ≥ 545 lbf. (MD) and ≥ 376 lbf. (XMD) in accordance with ASTM D 751, Grab Method.
5. Elongation at Break: $\geq 34\%$ (MD) and $\geq 33\%$ (XMD) in accordance with ASTM D 751, Grab Method.
6. Tearing Strength: ≥ 70 lbf. (MD) and ≥ 211 lbf. (XMD) in accordance with ASTM D 751, Procedure B.
7. Low Temperature Bend (Flexibility): Pass at -40°F in accordance with ASTM D 2136.
8. Linear Dimensional Change: $\leq 0.10\%$ (MD) and 0.10% (XMD) in accordance with ASTM D 1204 at $176 \pm 2^{\circ}\text{F}$ for 6 hours.
9. Water Absorption: $\leq 0.1\%$ in accordance with ASTM D 570 at 158°F for 166 hours.
10. Static Puncture Resistance: ≥ 33 lbs. in accordance with ASTM D 5602.
11. Dynamic Puncture Resistance: ≥ 14.7 ft-lbf. in accordance with ASTM D 5635.

E. Cool Roof Rating Council (CRRC):

1. Membrane must be listed on CRRC website.
 - a. Initial Solar Reflectance: $\geq 87\%$
 - b. Initial Solar Reflective Index (SRI): ≥ 110

F. Insulation

1. Leave in place and reuse in the new system, the existing insulation, ISO, Spray Foam, and EPS insulation.
2. Additional ISO or EPS insulation as required to achieve an R-Value: 25 system.
3. Install using a minimum of two layers.
4. $\frac{1}{4}$ " DensDeck® Prime Roof Board, OR manufacturer's approved equivalent, attached with mechanical fasteners.

1.6 SUBMITTALS

- A. Submit under provisions of Section 01300.
- B. Project Team Contact Sheet with both phone number and emails.
- C. Duro-Last data sheets on each product to be used, including:
 1. Preparation instructions and recommendations.
 2. Storage and handling requirements and recommendations.
 3. Installation methods.
 4. Maintenance requirements.
- D. Application guidelines for the specific assembly being installed.
- E. Shop Drawings:

- a. Indicate insulation pattern, overall membrane layout, field seam locations, joint or termination detail conditions, and location of fasteners.
 - b. Pull test results and required attachment based on results.
- F. Verification Samples: For each product specified, two samples, representing actual product, color, and finish.
 - 1. 4 inch by 6 inch sample of roofing membrane, of color specified.
 - 2. 4 inch by 6 inch sample of walkway pad.
 - 3. 4" x 6" Sample of ISO and EPS Insulation
 - 4. 4" x 6" sample of Primed Dens Deck.
 - 5. Submit PDF of all Counterflashing skirting to be installed at Mechanical units including gauge and profile.
 - 6. Termination bar, fascia bar with cover, drip edge and gravel stop if to be used.
 - 7. Each fastener type to be used for installing membrane, insulation/recover board, termination bar and edge details.
- G. Product Data Sheets for ALL materials schedules for use on this project.
- H. MSDS: Contractor to submit copies of all Material Safety Data sheets and maintain one bound copy on site throughout the execution of the scope of work.
- I. Field Drawings: Contractor to submit all manufacturer and/or field drawings for details to be used in the execution of this work.
- J. Contractor to submit PDF of all wood components to be used on execution of this work.
- K. Contractor to submit PDF and profile drawing for any Metal deck replacement.
- L. Installer Certification: Certification from the roofing system manufacturer that Installer is approved, authorized, or licensed by manufacturer to install roofing system.
- M. Submit Manufacturer Guaranty (sample)-Warranty to include all membrane wall flashings, curb flashings, scuppers, downspouts, and perimeter metal termination metal.
- N. Submit Contractors 5-Year Warranty (sample)

1.7 QUALITY ASSURANCE

- A. Owners' consultant will inspect all work a minimum of once per week during the execution of the repairs. Contractor to correct all deficiencies noted during inspection prior to following week inspection.
- B. Perform work in accordance with manufacturer's installation instructions.
- C. Manufacturer Qualifications: A manufacturer specializing in the production of PVC membranes systems and utilizing a Quality Control Manual during the production of the membrane roofing system that has been approved by and is inspected by Underwriters

Laboratories. A manufacturer is primary (not a toll manufacture) specializing in the production of PVC membranes systems. Maintains an Auditing process including inspection of all warrantied roof before issuance of said warranty. Has registered it products and is listed with both Factory Mutual and UL and has produce these product in excess of 10 years.

- D. Installer Qualifications: Company specializing in installation of roofing systems similar to those specified in this project and approved by the roofing system manufacturer. Contractor must be Certified with the Manufacturer, be able to issue Manufacturer "NDL" Warranty, Capable of issuing a Payment and performance bond and has a minimum of 10 years install (successively) specified system/assembly. Note: See additional contractor requirement within the RFP requirements.
- E. Source Limitations: Obtain components for membrane roofing system from roofing membrane manufacturer.
- F. There shall be no deviations from the roof membrane manufacturer's specifications or the approved shop drawings without the prior written approval of the manufacturer. NRCA guidelines will be followed as a minimum.
- G. Contractor to submit copies of all Manufacturer inspections (following week) to Owner and 4T Partnership.

1.8 REGULATORY REQUIREMENTS

- A. Conform to applicable code for roof assembly wind uplift and fire hazard requirements.
- B. Fire Exposure: Provide membrane roofing materials with the following fire-test-response characteristics. Materials shall be identified with appropriate markings of applicable testing and inspecting agency.
 - 1. Exterior Fire-Test Exposure:
 - a. Class A; ASTM E 108, for application and roof slopes indicated.
 - 2. Fire-Resistance Ratings: Comply with ASTM E 119 for fire-resistance-rated roof assemblies of which roofing system is a part.
 - 3. Conform to applicable code for roof assembly fire hazard requirements.
- C. Wind Uplift:
 - 1. Roofing System Design: Provide a roofing system designed to resist uplift pressures calculated according to the current edition of the ASCE-7 Specification *Minimum Design Loads for Buildings And Other Structures*.
 - 2. All installations to meet or exceed a Factory Mutual FM 1-90 minimum. (this not an FM insured Building)

1.9 PRE-INSTALLATION MEETING

- A. Convene meeting not less than two weeks prior to planned or scheduled work of this section.
- B. Review methods and procedures related to roof deck construction and roofing system including, but not limited to, the following.
 - 1. Pre-Construction Meeting; Meet with Owner, Architect, Owner's insurer if applicable, testing and inspecting agency representative, roofing installer, roofing system manufacturer's representative, deck installer, and installers whose work interfaces with or affects roofing including installers of roof accessories and roof-mounted equipment.
 - 2. Review and finalize construction schedule and verify availability of materials, installer's personnel, equipment, and facilities needed to make progress and avoid delays.
 - 3. Contractor to provide three copies of all MSDS Sheets.
 - 4. Contractor to submit all submittals no less than one week prior to pre-construction meeting.
 - 5. Contractor to furnish/submit a list of all Sub-Contractors and Contacts.
 - 6. Contractor to provide/submit a Project Contact list at the pre-con.
 - 7. Contractor to provide/submit an Occupant notification sheet on letter head with contact numbers to advise public and occupant of upcoming construction and dates for work.
 - 8. Review with site personnel all required access, special requirements, exit and shut down of activities daily.
 - 9. Verify location of staging area.
 - 10. Verify the location of Contractor access on to the roof and existing.
 - 11. Discuss and review all safety requirements.
 - 12. Discuss all loading of materials and securement of materials on roof and in staging area throughout project.
 - 13. Examine deck substrate conditions and finishes for compliance with requirements, including flatness and fastening.
 - 14. Review structural loading limitations of roof deck during and after roofing.
 - 15. Review base flashings, special roofing details, roof drainage, roof penetrations, equipment curbs, and condition of other construction that will affect roofing system.
 - 16. Review governing regulations and requirements for insurance and certificates if applicable.
 - 17. Review temporary protection requirements for roofing system during and after installation.
 - 18. Review roof observation and repair procedures after roofing installation.

1.10 DELIVERY, STORAGE AND HANDLING

- A. Deliver roofing materials to Project site in original containers with seals unbroken and labeled with manufacturer's name, product brand name and type, date of manufacture, and directions for storing and mixing with other components.
- B. Store liquid materials in their original undamaged containers in a clean, dry, protected location and within the temperature range required by roofing system manufacturer. Protect stored liquid material from direct sunlight.
- C. Protect roof insulation materials from physical damage and from deterioration by sunlight, moisture, soiling, and other sources. Store in a dry location. Comply with insulation manufacturer's written instructions for handling, storing, and protecting during installation.
- D. Store roof materials and place equipment in a manner to avoid permanent deflection of deck.
- E. Store and dispose of solvent-based materials, and materials used with solvent-based materials, in accordance with requirements of local authorities having jurisdiction.

1.11 WARRANTY

- A. Contractor's Warranty: The contractor shall warrant the roof application with respect to workmanship and proper application for Five (5) years from the effective date of the warranty issued by the manufacturer.
- B. Manufacturer's Warranty: Must be no-dollar limit type and provide for completion of repairs, replacement of membrane or total replacement of the roofing system at the then-current material and labor prices throughout the life of the warranty. In addition the warranty must meet the following criteria:
 - 1. Warranty Period: 20 years from date issued by the manufacturer.
 - 2. No exclusions for ponding water.
 - 3. Must provide positive drainage.
 - 4. No exclusion for damage caused by biological growth.
 - 5. Warranty shall not place excessive requirements on Owner to maintain Manufacturer Warranty.
 - 6. Acts of God, Vandalism to be excluded.
 - 7. Issued direct from and serviced by the roof membrane manufacturer.
 - 8. Transferable for the full term of the warranty.

PART 2 PRODUCTS

2.1 MANUFACTURER

- A. Manufacturer: Duro-Last Roofing, Inc., which is located at: 525 Morley Drive, Saginaw, MI 48601. Telephone: 800-248-0280.
- B. All roofing system components to be provided or approved by Duro-Last Roofing, Inc.
- C. Substitutions: Not permitted.

2.2 ROOFING SYSTEM COMPONENTS

- A. Roofing Membrane: Duro-Last® Duro-Fleece™ membrane conforming to ASTM D 4434, type III, fabric-reinforced, PVC, NSF/ANSI 347 Gold or Platinum Certification, and a product-specific third-party verified Environmental Product Declaration. Membrane properties as follows:
1. Thickness:
 - a. 80 mil nominal (88 mil including fleece).
 - a. Exposed Face Color: White.
 2. Minimum recycle content 7% post-industrial and 0% post-consumer.
 3. Recycled at end of life into resilient flooring or concrete expansion joints.
- B. Accessory Materials: Provide accessory materials supplied by or approved for use by Duro-Last Roofing, Inc.
- a. Sheet Flashing: Manufacturer's standard reinforced PVC sheet flashing.
 - i. Duro-Last Factory Prefabricated Flashings: manufactured using Manufacturer's standard reinforced PVC membrane.
 - ii. Stack Flashings. (Split Boot ONLY)
 - iii. Curb Flashings.
 - iv. Inside and Outside Corners.
 - b. Sealants and Adhesives: Compatible with roofing system and supplied by Duro-Last Roofing, Inc.
 - i. Duro-Fleece® CR-20 Membrane Adhesive. (Field Membrane. Optional for walls and curbs)
 - ii. DURO-LAST SOLVENT-GRIP® SPRAY ADHESIVE (Option for walls and curbs)
 - iii. Water Based adhesive (Option for walls and curbs)
 - iv. Duro-Caulk® Plus. (back and top seals)
 - v. Strip Mastic. (back seals)
 - c. Metal Edge Products – 24 ga – Galvalume – Mill or Kynar finish (Edge Base and Cover metals, gutters, downspouts, etc.)
 - d. Anchor Products (Non-Penetrating anchors for Guy wires)
 - e. Fasteners and Plates: Factory-coated steel fasteners and metal or plastic plates meeting corrosion-resistance provisions in FMG 4470, designed for fastening membrane and insulation to substrate. Supplied by Duro-Last Roofing, Inc.
 - i. #14 Heavy Duty Fasteners.
 - ii. 3 inch Metal Plates.
 - f. Termination and Edge Details: Supplied by Duro-Last Roofing, Inc. – 24 ga – Galvalume – Mill or Kynar finish

- i. Termination Bar.
- ii. All Term™.
- iii. Kynar Steel Fascia Cover. Vinyl Coated Metal: Supplied by Duro-Last Roofing, Inc. 24 gauge, hot-dipped galvanized, grade 90 metal with a minimum of 17 mil of Duro-Last membrane laminated to one side. Vinyl Coated Metal Products (drip edge metal, pitch pans, scuppers, etc.)

C. Substrate Board:

- a. Glass-mat-faced, water-resistant gypsum substrate conforming to ASTM C 1177/C 1177M, DensDeck® Prime Roof Board as manufactured by Georgia-Pacific Corporation, OR manufacturer's approved equivalent.
- b. ¼ inch thick

D. Walkways:

- a. Provide non-skid, maintenance-free walkway pads in areas of heavy foot traffic and around mechanical equipment.
- b. Duro-Last Roof Trak® III Walkway Pad.

2.3 ROOF INSULATION

A. General:

- 1. Provide preformed roof insulation boards that comply with requirements and referenced standards, as selected from manufacturer's standard sizes. (Thickness and Type as directed by the Scope of Work for this project, Section 1.1)
- 2. Provide preformed saddles, crickets, and other insulation shapes where indicated for sloping to drain. Fabricate to slopes indicated.

B. Polyisocyanurate Board Insulation: Complying with ASTM C 1289, Type II, felt or glass-fiber mat facer on both major surfaces. Material as supplied by Duro-Last.

- 1. Duro-Guard® ISO II (flat).

C. Expanded Polystyrene (EPS) Board Insulation: Material as supplied by Duro-Last.

- 1. Duro-Guard® EPS Type II (flat).

2.4 ROOF INSULATION ACCESSORIES

A. General: Provide roof insulation accessories approved by the roof membrane manufacturer and as recommended by insulation manufacturer for the intended use.

B. Fasteners: Provide Duro-Last factory-coated steel fasteners and metal or plastic plates meeting corrosion-resistance provisions in FMG 4470, designed for fastening insulation and/or insulation cover boards in conformance to specified design requirements.

C. Insulation Cover Board:

- 1. Glass-mat-faced, water-resistant gypsum substrate conforming to ASTM C 1177/C 1177M, DensDeck® Prime Roof Board, OR manufacturer's approved equivalent.
- 2. ¼ inch thick.

3. Fastened in accordance with FM 1-90

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that the surfaces and site conditions are ready to receive work.
- B. Replace any wet ISO found and document. Report each/any to Owner/Consultant.
- C. Verify that the deck is supported and secured.
- D. Verify that the deck is clean and smooth, free of depressions, waves, or projections, and properly sloped to drains, valleys, eaves, scuppers or gutters.
- E. Verify that the deck surfaces are dry and free of standing water, ice or snow.
- F. Verify that all roof openings or penetrations through the roof are solidly set.
- G. If substrate preparation is the responsibility of another contractor, notify Architect of unsatisfactory preparation before proceeding.

3.2 PREPARATION

- A. Clean surfaces thoroughly prior to installation.
- B. Remove all debris and any residual moisture on membrane prior to membrane removal.
- C. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
- D. Surfaces shall be clean, smooth, free of fins, sharp edges, loose and foreign material, oil, grease, and bitumen.

3.3 INSTALLATION

- A. Install insulation in accordance with the roof manufacturer's requirements.
- B. Follow all manufacture's and industry guidelines when installing tapered insulation products
- C. Insulation: Duro-Guard® ISO II (flat) OR Duro-Guard® EPS Type II (flat).
 1. Install insulation in accordance with the roof manufacturer's requirements.
 2. Insulation shall be adequately supported to sustain normal foot traffic without damage.
 3. Where field trimmed, insulation shall be fitted tightly around roof protrusions with no gaps greater than ¼ inch.
 4. No more insulation shall be applied than can be covered with the roof membrane by the end of the day or the onset of inclement weather.
 5. If more than one layer of insulation is used, all joints between subsequent layers shall be offset by at least 6 inches.
 6. Mechanical Attachment: Use only fasteners, stress plates and fastening patterns accepted for use by the roof manufacturer. Fastening patterns must meet applicable

design requirements. Install fasteners in accordance with the roof manufacturer's requirements. Fasteners that are improperly installed must be replaced or corrected.

D. Insulation Cover Board: DensDeck® Prime Roof Board.

1. Use only fasteners, stress plates and fastening patterns accepted for use by the roof manufacturer. Fastening patterns must meet applicable design requirements.
 - a. Install fasteners in accordance with the roof manufacturer's requirements. Fasteners that are improperly installed must be replaced or corrected.
 - b. Attach boards in parallel courses with end joints staggered 50% and adjacent boards butted together with no gaps greater than ¼ inch.
 - c. At gutters and drip edge / rake conditions taper the last 4' of insulation to assist with drainage. ¼" to 0"

E. Roof Membrane: 80 mil, Duro-Last® Duro-Fleece™ membrane.

1. Roof membrane should be unrolled and allowed to relax prior to installation.
2. Use only membrane adhesive (CR-20 HFO) acceptable to the roof manufacturer's that meets the applicable design requirements.
3. Curbs and Walls: Install utilizing one of the Options provided in the Scope of Work, section 1.1.
4. Cut membrane to fit neatly around all penetrations and roof projections.
5. Unroll roofing membrane and positioned with a minimum 6 inch overlap along the selvage edge. Roll ends must be butted together and membrane of the same mil thickness, without fleece backing, must be used to form the end lap.
6. Apply adhesive in accordance with the roof manufacturer's requirements.
7. Apply adhesive in splatter pattern.
8. Follow guidelines outlined in the adhesive's Product Data Sheet.
9. Read the adhesive's Material Safety Data Sheet (MSDS) prior to using the adhesive.

F. Seaming:

1. Weld overlapping sheets together using hot air. Minimum weld width is 1-1/2 inches.
2. Check field welded seams for continuity and integrity and repair all imperfections by the end of each work day.
3. Any wrinkles or non-uniform laps shall be cut or patched.

G. Membrane Termination/Securement: All membrane terminations shall be completed in accordance with the membrane manufacturer's requirements.

1. Provide securement at all membrane terminations at the perimeter of each roof level, roof section, curb flashing, skylight, expansion joint, interior wall, penthouse, and other similar condition.
2. Provide securement at any angle change where the slope or combined slopes exceeds two inches in one horizontal foot.

3. Any exposed term bar is to receive metal cover.
- H. Flashings: Complete all flashings and terminations as indicated on the drawings and in accordance with the membrane manufacturer's requirements.
1. Provide securement at all membrane terminations at the perimeter of each roof level, roof section, curb flashing, skylight, expansion joint, interior wall, penthouse, and other similar condition.
 - a. Do not apply flashing over existing thru-wall flashings or weep holes.
 - b. Secure flashing on a vertical surface before the seam between the flashing and the main roof sheet is completed.
 - c. Extend flashing membrane a minimum of 6 inches (152 mm) onto the main roof sheet beyond the mechanical securement.
 - d. Use care to ensure that the flashing does not bridge locations where there is a change in direction (e.g. where the parapet meets the roof deck).
 2. Penetrations:
 - a. Flash all pipes, supports, soil stacks, cold vents, and other penetrations passing through the roofing membrane as indicated on the Drawings and in accordance with the membrane manufacturer's requirements.
 - b. Utilize custom prefabricated flashings supplied by the membrane manufacturer.
 - c. Existing Flashings: Remove when necessary to allow new flashing to terminate directly to the penetration.
 - d. All plumbing stacks to receive properly sized "Split" boots and fit snug from field to top of shaft.
 3. Pipe Clusters and Unusual Shapes:
 - a. Clusters of pipes or other penetrations which cannot be sealed with prefabricated membrane flashings shall be sealed by surrounding them with a prefabricated vinyl-coated metal pitch pan and sealant supplied by the membrane manufacturer.
 - b. Vinyl-coated metal pitch pans shall be installed, flashed and filled with sealant in accordance with the membrane manufacturer's requirements.
 - c. Pitch pans shall not be used where prefabricated or field fabricated flashings are possible.
- I. Roof Drains:
1. Coordinate installation of roof drains and vents specified in Section 15146 - Plumbing Specialties.
 2. Remove existing flashing and asphalt at existing drains in preparation for sealant and membrane.
 3. Provide a smooth clean surface on the mating surface between the clamping ring and the drain base.
- J. Edge Details:
1. Provide edge details as indicated on the Drawings. Install in accordance with the

membrane manufacturer's requirements.

2. Join individual sections in accordance with the membrane manufacturer's requirements.
3. Coordinate installation of metal flashing and counter flashing specified in Section 07620.
4. Manufactured Roof Specialties: Coordinate installation of copings, counter flashing systems, gutters, downspouts, and roof expansion assemblies specified in Section 07710.

K. Walkways:

1. No walkway / service pad may be installed over field or flashing laps.
2. Install walkways in accordance with the membrane manufacturer's requirements.
3. Provide walkways where indicated on the Drawings.
4. Install walkway pads at roof hatches, access doors, rooftop ladders and all other traffic concentration points regardless of traffic frequency. Provided in areas receiving regular traffic to service rooftop units or where a passageway over the surface is required.
5. Do not install walkways over flashings or field seams until manufacturer's warranty inspection has been completed.

L. Water cut-offs / Night seals required at the conclusion of each crew day:

1. Provide water cut-offs on a daily basis at the completion of work and at the onset of inclement weather.
2. Provide water cut-offs to ensure that water does not flow beneath the completed sections of the new roofing system.
3. Remove water cut-offs prior to the resumption of work.
4. The integrity of the water cut-off is the sole responsibility of the roofing contractor.
5. Any membrane contaminated by the cut-off material shall be cleaned or removed.

3.4 FIELD QUALITY CONTROL

- A. Interim Site inspection a manufacturer's representative shall be performed on a weekly basis.
- B. A report of all the inspections shall be forwarded to the Consultant within 48 business hours.
- C. Contractor will correct all deficiencies, noted in the inspection, before following week's inspection.
- D. The membrane manufacturer's representative shall provide a comprehensive final inspection after completion of the roof system. All application errors shall be addressed and final punch list completed.
- E. A Final inspection, to include the Owner's Representative, Consultant, and Contractor, will not be scheduled until the contractor has confirmed the Manufacturer's inspection

and issuance of the warranty (20 Year NDL Guaranty) has been completed.

- F. Upon receipt or confirmation of Manufacturer's successful completion and issuing of the NDL Warranty, the Contractor will schedule with a Final Walk-through and inspection with the Owner's representative and consultant. Any defects noted in the final walk-through and inspection will be repaired by the contractor, within 5 business days. If the Owner's representative so desires, the Consultant can perform a follow-up final inspection. Any cost for a required third inspection would be at the cost of the Contractor.

3.5 PROTECTION

- A. Protect installed roofing products from construction operations until completion of project.
- B. Contractor will remove any foreign products from surface of membrane prior to final inspection. Any foreign products documented on or under the surface will be required to be removed prior to closeout.
- C. Contractor will be responsible for cleaning any membrane that is marked or damaged by foreign material spillage or otherwise. Contractor may at his own cost be required to wash the service of the membrane should this be identified or marked during the final inspection.
- D. Contractor shall clean/remove all asphalts, rubber tire or other marks from the finished membrane prior to closeout. All adhesive or caulk shall also be removed prior to acceptance.
- E. Where traffic is anticipated over completed roofing membrane, protect from damage using durable materials that are compatible with membrane.

END OF SECTION

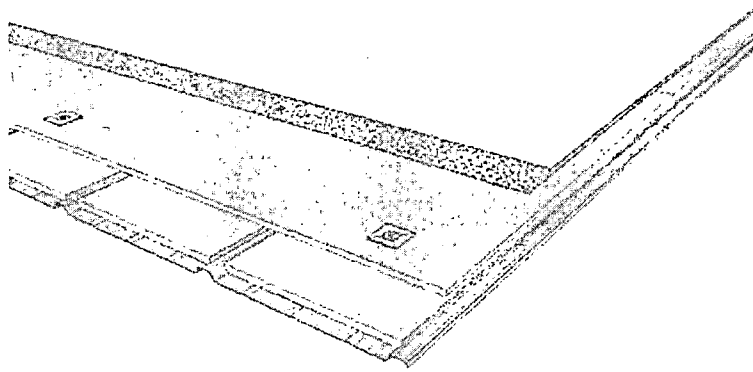
Brazos County Detention Center

1835 Sandy Point Rd
Bryan, TX 77807

Metal Roofs - #12E-12I

Prepared For: Chenelle Plyler
Duro-Last Roofing, Inc

Prepared By: James Griffin
Duro-Last Roofing, Inc



Duro-Last Roof Assembly Description

- **New Roof System:**
 - **Duro-Last® Duro-Fleece™ membrane**
 - Membrane Thickness: 80 mil nominal (88 mil including fleece)
 - Color: White
 - Attachment: Adhered with Duro-Fleece CR-20 membrane adhesive, splatter applied
- **DensDeck® (OR Manufacturer's Approved Equivalent) Prime Roof Board**
 - Thickness: ¼ inch
 - Attachment: Attached with mechanical fasteners
- **Duro-Guard® Type VIII EPS (Flute Filler) - Attachment: Loosely laid**
- **Existing Roof System: Metal Roof**

PART 1 GENERAL

1.1 SITE GUIDELINES

a. Contractor Execution:

- i. **Contractor Proposal Form:** Contractor to submit RFP proposal response on RFP Proposal response form. No other forms will be accepted.
- ii. **Background Information:** Contractor will supply all required background information required to comply with Brazos County requirements.
- iii. **Insurance:** Contractor will submit proof of insurance (Certificate of Insurance) showing coverage that meets or exceeds all county requirements.
- iv. **Permit Fee(s):** Contractor will include any Permit costs and will include any administration cost for submitting and/or filing for a permit, should a permit be required. The contractor will include all costs for submitting for permit and any cost to collect the permit and post the permit at the appropriate locations.
- v. **Pre-Construction Meeting:** Prior to the execution contractor will attend a Pre-Construction meeting (Contractor Project Manager, Superintendent, Manufacturer Representative, Owner and Consultant) to review execution, scheduling, and general guidelines for the project. Contractor will submit submittals (PDF, Application Guidelines, Field Drawings, Warranties, Guaranties) prior to the Pre-Construction meeting for all required products and MSDS sheets. Contractor to provide a Project Contact Sheet with names, cell phones and email for all personnel to be involved with scope of work. (Project Manager, Site Project Manager, Crew Superintendent and Office Contact) Contractor should submit a soft copy of these documents no later than 10 days prior to this meeting.
- vi. **Site/ Project Manager:** Contractor to provide and maintain a minimum of one (1) non-working Project Manager to oversee operations, safety compliance and coordination with site personnel. Project Manager will report to Owner/Site Representative a minimum of once each morning and once each afternoon to assure site personnel are advised on all areas that construction activity will be taking place, coordination of any lifting activities and verify any areas of possible moisture entry from prior night or day.
- vii. **Project Team Contact Sheet:** Contractor to provide an emergency contact sheet with email and cell phone contact numbers for all key personnel. Contractor to bring to Pre-Construction meeting.
- viii. **Site Security:** Contractor to include all cost to comply with Brazos County Detention Center requirements. This is a secure facility with multi-roof areas and will require close coordination with Detention Center personnel.
- ix. **Occupant Notification:** Contractor to post 8 ½ x 11" Notification at access / entry doors and exits notifying public and occupant of work currently active on at this site.
- x. **Staging area:** Contractor will maintain a single designated staging area. All material storage, equipment storage is required to be kept at staging unless in use. All breaks, lunches, and safety meetings to be held in staging area at all times, unless authorized and identified with the Pre-Construction minutes. Contractor will stage equipment, material, and Company/ Crew vehicles in the assigned staging area location. Contractor will maintain a Porta John and wash area within the area. Staging area should be marked with safety cones and caution tape to help prevent accidental access by the public.
- xi. **Storage:** Contractor is responsible for assuring that all material is secure on the roof and ground. All trash and debris should be bagged on a regular basis. Site should be

free of wind-blown wrappers, trash, or debris. Contractor will maintain surrounding grounds with no debris, wrappers, water bottles etc. Contractor will bag all debris unless using a Skytrac and box for debris. At no time may contractor throw or discharge any materials or debris from roof. **This is a two-story building making it even more important that all material and equipment be away from the building edge.**

- xii. **Signage:** Contractor will post one sign at the staging area identifying the site is an active construction site. Signage should include Company name, Office contact (Phone and Email) Site Project Manager name and phone number.
- xiii. **Ground Protection:** Contractor will mark with cones on the ground whenever working within 10' of the perimeter over doors, exits and vehicle garage doors.
- xiv. **Rain & Weather:** Contractor will have personnel on site or within 15-30 min. from the job site 7 days a week and including Holidays until substantially complete. At any time that the building is exposed to weather (Rain, Wind or Other) Contractor will meet Owner representative to assure all water tie offs are in place and to assure there is no moisture entry into the building. Contractor is responsible for keeping the building in a watertight condition from start of construction until complete. If crew or personnel dispatch for holidays or weekends contractor is required to maintain a minimum of two personnel 15-mile radius to respond, should it rain and to daily inspect of staging area, inspection of roof loaded material and to inspect all water tie offs a minimum of twice daily on non-workdays.
- xv. **Site Safety:** Contractor will adhere to all safety requirements while performing work on the site. This will include but not limited to the following:
 - 1. Compliance with all OSHA requirements -See attached OSHA Bulletin-Roofing
 - 2. Compliance with all County requirements
 - 3. Contractor will maintain a clean and orderly staging area throughout execution. Staging area will include a porta john and be clearly marked with cones and caution tape. The area is to be clearly marked to avoid any accidental entry by the public. Contractor will maintain all crew trucks, lifting equipment, ext. in this area.
 - 4. Lifting Equipment will always be stored in staging if not being used. Contractor will protect all parking lot surfaces with plywood to prevent any dripping of hydraulic oil or other. Contractor will chain the wheel to the axle when not in use. Contractor will provide a copy of the key or passcode to equipment. Contractor will avoid creating ruts or damage to the surrounding areas, buildings and/or land scape. Any signs of leaking or significant issues with Hydraulic equipment contractor will immediately switch out equipment and do so without interruption to the work.
 - 5. Contractor will always maintain a fire Extinguisher in the staging area and at the roof where any gas filled generators are in use.
 - 6. Contractor will install all required warning lines and fall protection as required throughout the execution of the work to protect the public and county personnel while on site performing repairs.
 - 7. Contractor will provide their own access to and from the roof. Contractor crew is to refrain from entry, interior roof hatch or exit of the building. Only the Project Manager and Crew Superintendent shall access or traffic the building and only with an approved County escort.
 - 8. Contractor will install safety cones along sidewalk leading up to all primary entrances and exits that are to remain open during repairs / construction.
 - 9. Contractor will comply with all required work hours and special designated days by the county. Contractor should include and anticipate any costs associated with

overtime and night or weekend work to complete this project. No change orders for overtime, weekend or night work will be permitted.

10. Contractor and crew will comply with all Covid-19 rules and procedures while on site performing work.
 11. Contractor and crew will refrain from any smoking on site. Contractor, Crew and Contractor vehicles will refrain from any drug or illegal substances on person or use while performing work. No alcohol or other on site whether containers are empty or full. This includes person and/or vehicles.
 12. **Crew Safety Vests:** All Contractor personnel on site will wear safety vest to allow ease of identification for building personnel and public. Contractor Crew Superintendent and Project Manager will wear a different colored safety vest for ease of identification of Owner Personnel and the Public.
 13. **Safety Spotter:** Contractor will provide spotter personnel at the front and rear of any lifting equipment when equipment is be moved outside of staging area to assure that no public property or personnel can be damaged or hurt during operation. Contractor will also utilize a spotter any time the crew may be working within 10'-15' of the perimeter of the roof. Should the contractor be required to expose the roof to below to occupant or public. (i.e., Skylights) Contractor will coordinate with County with County contact for coordination of the Area being exposed. Any such type of area should also be marked with cones to prevent the public from accidentally walking into this area.
 - xvi. **Roof Access:** Contractor will provide their own exterior access to the building. All access points are to be removed when contractor is not on site or construction activity is not in process. Anyone accessing through the building must comply with all COVID-19 and CDC Guidelines. Contractor personnel will perform temperature checks each day and document each crew member result.
 - xvii. **Electrical Power:** Contractor will supply all the contractor required power for operation of equipment. Contractor is not allowed at any time to use Owners water, electrical receptacle or other in execution of this scope of work.
 - xviii. **Reconnect/ Disconnect:** Contractor is not authorized or allowed to disconnect any Mechanical units on the building. If for any reason the contractor feels it is necessary to disconnect a mechanical unit this must be approved in advance and scheduled with the Owner.
- b. **CLOSEOUT DOCUMENTS & PAYMENT PROCESSING:** Contractor will submit a single and final invoice upon completion of the repairs for **Brazos County Roof Repairs- Brazos County Detention Center** to include the following:
- i. **Contractor Warranty:** Contractor will provide the Contractor 5-year workmanship warranty for all work performed.
 - ii. **Final Inspection** 4T Partnership will schedule an inspection with the Contractor and the Owner/County to perform a walk through and inspection of the completed Roof assembly and all areas included in the contractor's scope of work. 4T Partnership will forward minutes and documentation of any items in need of correction or repair. Any punch items will be corrected during inspection or can be performed, and contractor can submit photos showing corrective action.
 - iii. **Contractor Invoice** – Contractor will submit a Final invoice with confirmation of completion of all punch list items and reference RFP III and building name with address.

- iv. **Manufacturer “No Dollar Limit Guaranty”**– Contractor will submit a copy and provide the Owner with an original of the required 20-year NDL Guaranty. The Guaranty should reference the Correct Owner / Member Name, Building Address and include execution by the Manufacturer appropriate representative.
- v. **“Conditional” Lien Release**- Contractor will submit a “Conditional Lien: Release with closeout documents including separate releases for any listed sub-contractors.
- vi. **Performance & Payment Bond**- Contractor will submit a copy of the Payment & Performance bond.
- vii. **Punch List Items Documentation**- Contractor will provide any necessary punch list / corrective action list and documentation showing each correction if required after the final inspection.
- viii. **Brazos County Purchasing Documents**: Please Brazos County Purchasing requirements for any additional closeout documents.

c. DELIVERY, STORAGE, AND HANDLING

- i. Store all materials in compliance with Manufacturer requirements to avoid water damage and store rolled goods on end. Comply with manufacturer’s recommendations for job-site storage and protection. If necessary, cover with loose tarp or plastic and allow to breath.
- ii. Contractor will adhere to all requirements regarding staging location, site management and occupant safety to assure that both Contractor(s) crew and public / County personnel and the public are protected at all times.
- iii. Contractor will supply a duplicate key or Code to operate all equipment being stored on site to facilitate (if necessary) moving this equipment if required by first responders.
- iv. Contractor / Crew will prevent any blowing debris throughout the execution of the work. All material will be properly secured. Any material roof loaded must be tied or secured when not performing repairs on site. All debris will be bagged and placed in a receptacle or dump trailer.
- v. All material deliveries to be coordinated with **Brazos County Personnel**.
- vi. Contractor will at no time while positioned on the roof load material or equipment from ridge to eave over entrance and exits of the buildings.

d. JOB CONDITIONS

- i. The Contractor preparing a proposal in response to this RFP acknowledges that all work is to be performed while current activities within these buildings continue or proceed. Contractor will take and include all associated costs for signage, caution tape and safety cones to assure the tenant and public are protected from harm.
- ii. All work areas to be properly roped off.
- iii. Proceed with installation work only after substrate is prepared, clean, smooth, and dry.
- iv. Proceed with installation work only when weather conditions allow. Follow primary manufacturer’s recommendations during application throughout.
- v. Contractor agrees to schedule work on individual building / Roof area only after verification that the County does not have any pre-scheduled events and/or conflicts without penalty or cost to the County.
- vi. Contractor Project Manager will advise the Member each day on the prior days weather forecast. Each day that the forecast includes a greater than 30% (for that window of time) chance of rain and/or Winds forecast to be in excess of 15-20 mph the contractor will have the option to schedule a “no-work” weather delay day.

- vii. Contractor is at all times required to maintain a watertight condition on all buildings being repair / under construction. Contractor and his Insurance Company will be responsible for any damage to the interior and/or exterior) caused due to negligence on the contractor's part. The contractor agrees to keep all buildings in a watertight condition until such time that the Building/Project ID# has been substantially completed and closeout documents submitted.
- viii. COVID-19 / Pandemic: Contractor will adhere to all guidelines, procedures and policies regarding the County's official and published requirements concerning Covid-19 and PPE and include in his/her proposal all necessary costs to comply.

1.2 Scope of work: Contractor shall furnish and install all necessary materials to perform the following:

- a. **DEMO:** Remove the existing metal counter flashings.
- b. **Inspection and Evaluations:**
 - i. **Fastener Pull-out Test:** Contractor to verify substrate is clean and dry. Contractor to perform fastener pull test to assure pull out and required spacing for any fasteners.
- c. **New System:**
 - i. Contractors to furnish and install, via Loosely Laid Method, Duro-Guard® Type VIII EPS (Flute Filler) to match the existing flute measurements.
 - ii. Contractor shall furnish and install, via mechanical attachment, a manufacturer's approved ¼" Primed (adhered approved) Gypsum Roof Board (DensDeck, DexCell, Secruick, etc.), over the loose laid flute fill insulation.
 - iii. Contractor shall furnish and install, via adhered attachment, an 80 MIL fleeceback over the manufacturer's approved ¼" Gypsum Roof Board using CR 20 adhesive.
 - 1. Contractor will need to protect against using equipment that is soiled in Asphalt during installation of new roof assembly since Asphalt is a contaminate to PVC.
 - 2. Contractor is to refrain from using cords and equipment that may have asphalt residue on it and could contaminate or discolor the new Fully adhered PVC Membrane.
 - 3. Any asphalt residue on the surface of the finished membrane will be required to be removed prior to final inspection.
 - iv. **Peel Stop Detail:** Contractor shall furnish and install all materials necessary to complete the manufacturer's **Peel Stop Detail**. Detail # AS9060A or #AS9060B
 - v. **All Walls: Membrane Attachment to Walls:**
 - 1. **Option 1:** Contractor shall furnish and install all necessary materials to adhere fleeceback membrane to the existing wall substrate, in accordance with manufacturer's specifications. Water Based Adhesive with Fleeceback membrane has been approved for this application.
 - 2. **Option 2:**
 - a. Contractor shall furnish and install, via mechanical attachment, a manufacturer's approved ¼" Gypsum Roof Board on the exposed face.
 - b. Contractor shall furnish and install, via adhered attachment, an 80 MIL Bareback membrane with solvent based adhesive.
 - vi. **Gutters:** Contractor shall furnish and install all necessary materials to terminate the membrane at the gutter with Exceptional Metals Vinyl Coated Metal Drip Edge.

- d. **Non-Duro-Last Items:** Lightning Protection (if applicable): Contractor shall provide, in their proposal, the cost associated with removal, reinstallation, and 5-year State certification for all lightning protection associated with the project.
- e. **Warranty:**
 - i. Contractor Warranty: Provide Contractors 5-Year Contractors Warranty
 - ii. Manufacture Warranty: Provide 20-year “No Dollar Limit” Guaranty.

1.3 SECTION INCLUDES

- A. Overlay existing metal roof.
- B. Duro-Last® Duro-Fleece™ membrane adhered with Duro-Fleece CR-20 membrane adhesive, splatter applied.
- C. DensDeck® Prime Roof Board, attached with mechanical fasteners.
- D. Duro-Guard® Type VIII EPS (Flute Filler), loosely laid.
- E. Prefabricated flashings, corners, parapets, stacks, vents, and related details.
- F. Fasteners, adhesives, and other accessories required for a complete roofing installation.
- G. Traffic Protection.

1.4 REFERENCES

- A. NRCA - The NRCA Roofing and Waterproofing Manual.
- B. ASCE 7 - Minimum Design Loads For Buildings And Other Structures.
- C. UL - Roofing Materials and Systems Directory, Roofing Systems (TGFU.R10128).
- D. ASTM C 1289 - Standard Specification for Faced Rigid Cellular Polyisocyanurate Thermal Insulation Board.
- E. ASTM D 751 - Standard Test Methods for Coated Fabrics.
- F. ASTM D 4434 - Standard Specification for Poly(Vinyl Chloride) Sheet Roofing.
- G. ASTM E 108 - Standard Test Methods for Fire Tests of Roof Coverings.
- H. ASTM E 119 - Standard Test Methods for Fire Tests of Building Construction and Materials.

1.5 SYSTEM DESCRIPTION

- A. General: Provide installed roofing membrane and base flashings that remain watertight; do not permit the passage of water; and resist specified uplift pressures, thermally induced movement, and exposure to weather without failure.
- B. Material Compatibility: Provide roofing materials that are compatible with one another under conditions of service and application required, as demonstrated by roofing membrane manufacturer based on testing and field experience.
- C. Physical Properties:

1. Roof product must meet the requirements of Type III PVC sheet roofing as defined by ASTM D 4434 and must meet or exceed the following physical properties.
2. Thickness: 80 mil (101 mil including fleece), nominal, in accordance with ASTM D 751.
3. Thickness Over Scrim: ≥ 41 mil in accordance with ASTM D 7635.
4. Breaking Strengths: ≥ 545 lbf. (MD) and ≥ 376 lbf. (XMD) in accordance with ASTM D 751, Grab Method.
5. Elongation at Break: $\geq 34\%$ (MD) and $\geq 33\%$ (XMD) in accordance with ASTM D 751, Grab Method.
6. Tearing Strength: ≥ 70 lbf. (MD) and ≥ 211 lbf. (XMD) in accordance with ASTM D 751, Procedure B.
7. Low Temperature Bend (Flexibility): Pass at -40 °F in accordance with ASTM D 2136.
8. Linear Dimensional Change: $\leq 0.10\%$ (MD) and 0.10% (XMD) in accordance with ASTM D 1204 at 176 ± 2 °F for 6 hours.
9. Water Absorption: $\leq 0.1\%$ in accordance with ASTM D 570 at 158 °F for 166 hours.
10. Static Puncture Resistance: ≥ 33 lbs. in accordance with ASTM D 5602.
11. Dynamic Puncture Resistance: ≥ 14.7 ft-lbf. in accordance with ASTM D 5635.

D. Cool Roof Rating Council (CRRC):

1. Membrane must be listed on CRRC website.
 - a. Initial Solar Reflectance: $\geq 87\%$
 - b. Initial Solar Reflective Index (SRI): ≥ 110

1.6 SUBMITTALS

- A. Submit under provisions of Section 01300.
- B. Duro-Last data sheets on each product to be used, including:
 5. Preparation instructions and recommendations.
 6. Storage and handling requirements and recommendations.
 7. Installation methods.
 8. Maintenance requirements.
- C. Shop Drawings: Indicate insulation pattern, overall membrane layout, field seam locations, joint or termination detail conditions, and location of fasteners.
- D. Verification Samples: For each product specified, two samples, representing actual product, color, and finish.

8. 4 inch by 6 inch sample of roofing membrane, of color specified.
 9. 4 inch by 6 inch sample of walkway pad.
 10. Termination bar, fascia bar with cover, drip edge and gravel stop if to be used.
 11. Each fastener type to be used for installing membrane, insulation/recover board, termination bar and edge details.
- E. Installer Certification: Certification from the roofing system manufacturer that Installer is approved, authorized, or licensed by manufacturer to install roofing system.
- F. Manufacturer's warranties.

1.7 QUALITY ASSURANCE

- A. Perform work in accordance with manufacturer's installation instructions.
- B. Manufacturer Qualifications: A manufacturer specializing in the production of PVC membranes systems and utilizing a Quality Control Manual during the production of the membrane roofing system that has been approved by and is inspected by Underwriters Laboratories.
- C. Installer Qualifications: Company specializing in installation of roofing systems similar to those specified in this project and approved by the roofing system manufacturer.
- D. Source Limitations: Obtain components for membrane roofing system from roofing membrane manufacturer.
- E. There shall be no deviations from the roof membrane manufacturer's specifications or the approved shop drawings without the prior written approval of the manufacturer.

1.8 REGULATORY REQUIREMENTS

- A. Conform to applicable code for roof assembly wind uplift and fire hazard requirements.
- B. Fire Exposure: Provide membrane roofing materials with the following fire-test-response characteristics. Materials shall be identified with appropriate markings of applicable testing and inspecting agency.
4. Exterior Fire-Test Exposure:
 - b. Class A; ASTM E 108, for application and roof slopes indicated.
 5. Fire-Resistance Ratings: Comply with ASTM E 119 for fire-resistance-rated roof assemblies of which roofing system is a part.
 6. Conform to applicable code for roof assembly fire hazard requirements.
- C. Wind Uplift:

3. Roofing System Design: Provide a roofing system designed to resist uplift pressures calculated according to the current edition of the ASCE-7 Specification *Minimum Design Loads for Buildings And Other Structures*.

1.9 PRE-INSTALLATION MEETING

- a. Review methods and procedures related to roof deck construction and roofing system including, but not limited to, the following.
 1. Pre-Construction Meeting; Meet with Owner, Architect, Owner's insurer if applicable, testing and inspecting agency representative, roofing installer, roofing system manufacturer's representative, deck installer, and installers whose work interfaces with or affects roofing including installers of roof accessories and roof-mounted equipment.
 2. Review and finalize construction schedule and verify availability of materials, installer's personnel, equipment, and facilities needed to make progress and avoid delays.
 3. Contractor to provide three copies of all MSDS Sheets.
 4. Contractor to submit all submittals no less than one week prior to pre-construction meeting.
 5. Contractor to furnish/submit a list of all Sub-Contractors and Contacts.
 6. Contractor to provide/submit a Project Contact list at the pre-con.
 7. Contractor to provide/submit an Occupant notification sheet on letter head with contact numbers to advise public and occupant of upcoming construction and dates for work.
 8. Review with site personnel all required access, special requirements, exit and shut down of activities daily.
 9. Verify location of staging area.
 10. Verify the location of Contractor access on to the roof and existing.
 11. Discuss and review all safety requirements.
 12. Discuss all loading of materials and securement of materials on roof and in staging area throughout project.
 13. Examine deck substrate conditions and finishes for compliance with requirements, including flatness and fastening.
 14. Review structural loading limitations of roof deck during and after roofing.
 15. Review base flashings, special roofing details, roof drainage, roof penetrations, equipment curbs, and condition of other construction that will affect roofing system.
 16. Review governing regulations and requirements for insurance and certificates if applicable.
 17. Review temporary protection requirements for roofing system during and after installation.
 18. Review roof observation and repair procedures after roofing installation.

- A. Convene meeting not less than one week before starting work of this section.
- B. Review methods and procedures related to roof deck construction and roofing system including, but not limited to, the following.
 - 1. Meet with Owner, Architect, Owner's insurer if applicable, testing and inspecting agency representative, roofing installer, roofing system manufacturer's representative, deck installer, and installers whose work interfaces with or affects roofing including installers of roof accessories and roof-mounted equipment.
 - 2. Review and finalize construction schedule and verify availability of materials, installer's personnel, equipment, and facilities needed to make progress and avoid delays.
 - 3. Examine deck substrate conditions and finishes for compliance with requirements, including flatness and fastening.
 - 4. Review structural loading limitations of roof deck during and after roofing.
 - 5. Review base flashings, special roofing details, roof drainage, roof penetrations, equipment curbs, and condition of other construction that will affect roofing system.
 - 6. Review governing regulations and requirements for insurance and certificates if applicable.
 - 7. Review temporary protection requirements for roofing system during and after installation.
 - 8. Review roof observation and repair procedures after roofing installation.

1.10 DELIVERY, STORAGE AND HANDLING

- a. Prior to delivery of Material Contractor is to inspect the underside of the substrate to identify any locations where material placement should be limited if suspect. Contractor to also identify any incumbrances attached, hanging or otherwise at-risk during installation.
- b. Deliver roofing materials to Project site in original containers with seals unbroken and labeled with manufacturer's name, product brand name and type, date of manufacture, and directions for storing and mixing with other components.
- c. Store liquid materials in their original undamaged containers in a clean, dry, protected location and within the temperature range required by roofing system manufacturer. Protect stored liquid material from direct sunlight.
- d. All products sensitive to temperature and /or exposure to the elements prior to use shall be kept in appropriate containers or brought out daily to job site.
- e. Protect roof insulation materials from physical damage and from deterioration by sunlight, moisture, soiling, and other sources. Store in a dry location. Comply with insulation manufacturer's written instructions for handling, storing, and protecting during installation.
- f. Store roof materials and place equipment in a manner to avoid permanent deflection of deck.

- g. Store and dispose of solvent-based materials, and materials used with solvent-based materials, in accordance with requirements of local authorities having jurisdiction.

1.11 WARRANTY

- A. Contractor's Warranty: The contractor shall warrant the roof application with respect to workmanship and proper application for Five (5) years from the effective date of the warranty issued by the manufacturer.
- B. Manufacturer's Warranty: Must be no-dollar limit type and provide for completion of repairs, replacement of membrane or total replacement of the roofing system at the then-current material and labor prices throughout the life of the warranty. In addition, the warranty must meet the following criteria:
 - 1. Warranty Period: 20 years from date issued by the manufacturer.
 - 2. No exclusions for ponding water
 - 3. Warranty shall not place excessive requirements on Owner to maintain Manufacturer Warranty.
 - 4. Acts of God, Vandalism to be excluded.
 - 5. Must provide positive drainage.
 - 6. No exclusion for damage caused by biological growth.
 - 7. Issued direct from and serviced by the roof membrane manufacturer.
 - 8. Transferable for the full term of the warranty.

PART 2 PRODUCTS

2.1 MANUFACTURER

- A. Manufacturer: Duro-Last Roofing, Inc., which is located at: 525 Morley Drive, Saginaw, MI 48601. Telephone: 800-248-0280.
- B. All roofing system components to be provided or approved by Duro-Last Roofing, Inc.
- C. Substitutions: Not permitted.

2.2 ROOFING SYSTEM COMPONENTS

- A. Existing Roofing system's underlayment as referenced in the Scope of Work.
- B. Membrane:
 - a. Roofing Membrane: Duro-Last® Duro-Fleece™ membrane conforming to ASTM D 4434, type III, fabric-reinforced, PVC, NSF/ANSI 347 Gold or Platinum Certification, and a product-specific third-party verified Environmental Product Declaration. Membrane properties as follows:
 - b. Thickness:
 - c. 80 mil nominal (88 mil including fleece).
 - d. Exposed Face Color: White.

- e. Minimum recycle content 7% post-industrial and 0% post-consumer.
 - f. Recycled at end of life into resilient flooring or concrete expansion joints.
- C. Accessory Materials: Provide accessory materials supplied by or approved for use by Duro-Last Roofing, Inc.
- a. Sheet Flashing: Manufacturer's standard reinforced PVC sheet flashing.
 - i. Duro-Last Factory Prefabricated Flashings: manufactured using Manufacturer's standard reinforced PVC membrane.
 - ii. Stack Flashings. (Split Boot ONLY)
 - iii. Curb Flashings.
 - iv. Inside and Outside Corners.
 - b. Sealants and Adhesives: Compatible with roofing system and supplied by Duro-Last Roofing, Inc.
 - i. Duro-Fleece® CR-20 Membrane Adhesive. (Field Membrane. Optional for walls and curbs)
 - ii. DURO-LAST SOLVENT-GRIP® SPRAY ADHESIVE (Option for walls and curbs)
 - iii. Water Based adhesive (Option for walls and curbs)
 - iv. Duro-Caulk® Plus. (back and top seals)
 - v. Strip Mastic. (back seals)

- c. Metal Edge Products – 24 ga – Galvalume – Mill or Kynar finish (Edge Base and Cover metals, gutters, downspouts, etc.)
 - d. Anchor Products (Non-Penetrating anchors for Guy wires)
 - e. Fasteners and Plates: Factory-coated steel fasteners and metal or plastic plates meeting corrosion-resistance provisions in FMG 4470, designed for fastening membrane and insulation to substrate. Supplied by Duro-Last Roofing, Inc.
 - i. #14 Heavy Duty Fasteners.
 - ii. 3 inch Metal Plates.
 - f. Termination and Edge Details: Supplied by Duro-Last Roofing, Inc. – 24 ga – Galvalume – Mill or Kynar finish
 - i. Termination Bar.
 - ii. All Term™.
 - iii. Kynar Steel Fascia Cover. Vinyl Coated Metal: Supplied by Duro-Last Roofing, Inc. 24 gauge, hot-dipped galvanized, grade 90 metal with a minimum of 17 mil of Duro-Last membrane laminated to one side. Vinyl Coated Metal Products (drip edge metal, pitch pans, scuppers, etc.)
- D. Substrate Board:
- a. Glass-mat-faced, water-resistant gypsum substrate conforming to ASTM C 1177/C 1177M, DensDeck® Prime Roof Board as manufactured by Georgia-Pacific Corporation, OR manufacturer's approved equivalent.
 - b. ¼ inch thick
- E. Walkways:
- a. Provide non-skid, maintenance-free walkway pads in areas of heavy foot traffic and around mechanical equipment.
 - b. Duro-Last Roof Trak® III Walkway Pad.
- F. Flute Filler: Material as supplied by Duro-Last.
- a. Provide precut insulation to fill the flutes between the ribs of the metal roof.
 - b. Duro-Guard® EPS Type II (flat).

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that the surfaces and site conditions are ready to receive work.
- B. Replace any Wet Insulation identified and document. Report each any replacement activities to Owner through consultant / prime contractor.
- C. Verify that the deck is supported and secured.
- D. Verify that the deck is clean and smooth, free of depressions, waves, or projections, and properly sloped to drains, valleys, eaves, scuppers or gutters.
- E. Verify that the deck surfaces are dry and free of standing water, ice or snow.

- F. Verify that all roof openings or penetrations through the roof are solidly set.
- G. If substrate preparation is the responsibility of another contractor, notify Architect of unsatisfactory preparation before proceeding.

3.2 PREPARATION

- A. Clean surfaces thoroughly prior to installation.
- B. Remove all debris and any residual moisture on membrane prior to membrane removal.
- C. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
- D. Surfaces shall be clean, smooth, free of fins, sharp edges, loose and foreign material, oil, grease, and bitumen.

3.3 INSTALLATION

- A. Follow all manufacture's and industry guidelines when installing tapered insulation products
- B. Install insulation in accordance with the roof manufacturer's requirements.
- C. Separation Board: DensDeck® Prime Roof Board.
 - 1. Use only fasteners, stress plates and fastening patterns accepted for use by the roof manufacturer. Fastening patterns must meet applicable design requirements.
 - a. Install fasteners in accordance with the roof manufacturer's requirements. Fasteners that are improperly installed must be replaced or corrected.
 - b. Attach boards in parallel courses with end joints staggered 50% and adjacent boards butted together with no gaps greater than ¼ inch.
 - c. Attach boards over existing EPS or ISO.
 - d. At gutters and drip edge / rake conditions taper the last 4' of insulation to assist with drainage. ¼" to 0"
- D. Roof Membrane: 80 mil, Duro-Last® Duro-Fleece™ membrane.
 - a. Roof membrane should be unrolled and allowed to relax prior to installation.
 - b. Use only membrane adhesive (CR-20 HFO) acceptable to the roof manufacturer's that meets the applicable design requirements.
 - c. Curbs and wall membrane: Install in accordance with manufacturer's specifications utilizing either option defined in the Scope of Work.
 - d. Cut membrane to fit neatly around all penetrations and roof projections.
 - e. Unroll roofing membrane and positioned with a minimum 6 inch overlap along the selvage edge. Roll ends must be butted together and membrane of the same mil thickness, without fleece backing, must be used to form the end lap.
 - f. Apply adhesive in accordance with the roof manufacturer's requirements.
 - g. Apply adhesive in splatter pattern.
 - h. Follow guidelines outlined in the adhesive's Product Data Sheet.

- i. Read the adhesive's Material Safety Data Sheet (MSDS) prior to using the adhesive.
- E. Seaming:
 1. Weld overlapping sheets together using hot air. Minimum weld width is 1-1/2 inches.
 2. Check field welded seams for continuity and integrity and repair all imperfections by the end of each work day.
 3. Any wrinkles or non-uniform laps shall be cut and patched.
- F. Membrane Termination/Securement: All membrane terminations shall be completed in accordance with the membrane manufacturer's requirements.
 1. Provide securement at all membrane terminations at the perimeter of each roof level, roof section, curb flashing, skylight, expansion joint, interior wall, penthouse, and other similar condition.
 2. Provide securement at any angle change where the slope or combined slopes exceeds two inches in one horizontal foot.
 3. All exposed Termination bar will be the 1-3/4" Fascia Bar with Metal Cover.
- G. Flashings: Complete all flashings and terminations as indicated on the drawings and in accordance with the membrane manufacturer's requirements.
 1. Provide securement at all membrane terminations at the perimeter of each roof level, roof section, curb flashing, skylight, expansion joint, interior wall, penthouse, and other similar condition.
 - a. Do not apply flashing over existing thru-wall flashings or weep holes.
 - b. Secure flashing on a vertical surface before the seam between the flashing and the main roof sheet is completed.
 - c. Extend flashing membrane a minimum of 6 inches (152 mm) onto the main roof sheet beyond the mechanical securement.
 - d. Use care to ensure that the flashing does not bridge locations where there is a change in direction (e.g. where the parapet meets the roof deck).
 2. Penetrations:
 - a. Flash all pipes, supports, soil stacks, cold vents, and other penetrations passing through the roofing membrane as indicated on the Drawings and in accordance with the membrane manufacturer's requirements.
 - b. Utilize custom prefabricated flashings supplied by the membrane manufacturer.
 - c. Existing Flashings: Remove when necessary to allow new flashing to terminate directly to the penetration.
 3. Pipe Clusters and Unusual Shapes:
 - a. Clusters of pipes or other penetrations which cannot be sealed with prefabricated membrane flashings shall be sealed by surrounding them with a prefabricated vinyl-coated metal pitch pan and sealant supplied by the membrane manufacturer.
 - b. Vinyl-coated metal pitch pans shall be installed, flashed and filled with sealant in

accordance with the membrane manufacturer's requirements.

- c. Pitch pans shall not be used where prefabricated or field fabricated flashings are possible.

H. Roof Drains:

1. Coordinate installation of roof drains and vents specified in Section 15146 - Plumbing Specialties.
2. Remove existing flashing and asphalt at existing drains in preparation for sealant and membrane.
3. Provide a smooth clean surface on the mating surface between the clamping ring and the drain base.

I. Edge Details:

1. Provide edge details as indicated on the Drawings or listed in Scope of Work. Install in accordance with the membrane manufacturer's requirements.
2. Join individual sections in accordance with the membrane manufacturer's requirements.
3. Coordinate installation of metal flashing and counter flashing specified in Section 07620.
4. Manufactured Roof Specialties: Coordinate installation of copings, counter flashing systems, gutters, downspouts, and roof expansion assemblies specified in Section 07710.

J. Walkways:

1. Install walkways in accordance with the membrane manufacturer's requirements.
2. Provide walkways where indicated on the Drawings.
3. Install walkway pads at roof hatches, access doors, rooftop ladders and all other traffic concentration points regardless of traffic frequency. Provided in areas receiving regular traffic to service rooftop units or where a passageway over the surface is required.
4. Do not install walkways over flashings or field seams until manufacturer's warranty inspection has been completed.

K. Water cut-offs:

1. Provide water cut-offs on a daily basis at the completion of work and at the onset of inclement weather.
2. Provide water cut-offs to ensure that water does not flow beneath the completed sections of the new roofing system.
3. Remove water cut-offs prior to the resumption of work.
4. The integrity of the water cut-off is the sole responsibility of the roofing contractor.
5. Any membrane contaminated by the cut-off material shall be cleaned or removed.

3.4 FIELD QUALITY CONTROL

- G. Interim Site inspection a manufacturer's representative shall be performed on a weekly basis.
- H. A report of all the inspections shall be forwarded to the Consultant within 48 business hours.
- I. Contractor will correct all deficiencies, noted in the inspection, before following week's inspection.
- J. The membrane manufacturer's representative shall provide a comprehensive final inspection after completion of the roof system. All application errors shall be addressed and final punch list completed.
- K. A Final inspection, to include the Owner's Representative, Consultant, and Contractor, will not be scheduled until the contractor has confirmed the Manufacturer's inspection and issuance of the warranty (20 Year NDL Guaranty) has been completed.
- L. Upon receipt or confirmation of Manufacturer's successful completion and issuing of the NDL Warranty, the Contractor will schedule with a Final Walk-through and inspection with the Owner's representative and consultant. Any defects noted in the final walk-through and inspection will be repaired by the contractor, within 5 business days. If the Owner's representative so desires, the Consultant can perform a follow-up final inspection. Any cost for a required third inspection would be at the cost of the Contractor.

3.5 PROTECTION

- A. Protect installed roofing products from construction operations until completion of project.
- B. Where traffic is anticipated over completed roofing membrane, protect from damage using durable materials that are compatible with membrane.
- C. Contractor will remove any foreign products from surface of membrane prior to final inspection. Any foreign products documented on or under the surface will be required to be removed prior to closeout.
- D. Contractor will be responsible for cleaning any membrane that is marked or damaged by foreign material spillage or otherwise. Contractor may at his own cost be required to wash the service of the membrane should this be identified or marked during the final inspection.
- E. Contractor shall clean/remove all asphalts, rubber tire or other marks from the finished membrane prior to closeout. All adhesive or caulk shall also be removed prior to acceptance.
- F. Repair or replace all punch list items prior to closeout documents. This would include all roofing issues as well as repair of the staging area and remaining material must be removed from site.

END OF SECTION

Brazos County Detention Center

1835 Sandy Point Rd
Bryan, TX 77807

Roof #s 12A – 12D

Prepared For: Chenelle Plyler
Duro-Last Roofing, Inc

SECTION 07 41 13 - METAL ROOF PANELS

PART 1 - GENERAL

1.1 SECTION INCLUDES

- A. Contractor to include in his proposal the cost to remove and replace the existing metal panels located at the following locations:

- **Portico Metal Roof (Area #11):**

Remove and replace Metal Roofing	5,496.72 s.f.
Remove and Replace synthetic underlayment	5,496.72 s.f.
Remove and replace eave trim.	208 l.f. s.f.
Detach / Reset and Certify Lightning Protection	408.00 l.f.

- **Metal Awnings (Area #12):**

Remove and replace Metal Roofing	1,472.69s.f.
Remove and Replace synthetic underlayment	1,476.69 s.f.
Remove and replace eave trim.	211.01 s.f.
Remove and replace gable trim	195.00 s.f.
Remove and replace Counterflashing - Apron.	195.00 s.f.

- **Ribbed Metal Roof (Area #16)**

Remove and replace Metal Roofing	1,472.69s.f.
Remove and Replace synthetic underlayment	1,476.69 s.f.
Remove and replace eave trim.	211.01 s.f.
Remove and replace gable trim	195.00 s.f.

Remove and replace Counterflashing - Apron.

195.00 s.f.

- B. Mechanically seamed, standing seam metal roof panels, with related metal trim and accessories. The existing standing seam roof shall be removed down to the existing deck followed by new underlayment over the existing wood solid deck. Fastening to the existing deck shall not penetrate down and through the existing wood deck.
- C. Contractor shall install new High Temp 40 mil peel n stick membrane over the existing prior to installing the new Standing Seam metal roof assembly.
- D. Contractor shall retain the existing Gutters and Downspouts in place.

1.2 RELATED REQUIREMENTS

- A. Division 01 Section "Sustainable Design Requirements" for related LEED® general requirements.
- B. Division 05 Section "Steel Decking" for continuous metal decking supporting metal panels.
- C. Division 07 Section "Air Barriers" for air barriers within roof assembly and adjacent to roof assembly. All underlayment shall be High Temperature and designed to be installed directly below the standing seam metal panel.
- D. Division 07 Section "Sheet Metal Flashing and Trim" for formed sheet metal copings, flashings, reglets, and roof drainage items in addition to items specified in this Section.
- E. Division 07 Section "Manufactured Roof Specialties" for manufactured copings, reglets, and roof drainage items in addition to items specified in this Section.
- F. Division 07 Section "Joint Sealants" for field-applied joint sealants.

1.3 REFERENCES

- A. American Architectural Manufacturer's Association (AAMA):
 - 1. AAMA 621 - Voluntary Specifications for High Performance Organic Coatings on Coil Coated Architectural Hot Dipped Galvanized (HDG) & Zinc-Aluminum Coated Steel Substrates.
 - 2. AAMA 809.2 - Voluntary Specification Non-Drying Sealants.
- B. American Society of Civil Engineers (ASCE):
 - 1. ASCE 7 - Minimum Design Loads for Buildings and Other Structures.
- C. ASTM International (ASTM):
 - 1. ASTM A 653 - Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process.
 - 2. ASTM A 755 - Specification for Steel Sheet, Metallic Coated by the Hot-Dip Process and Pre-painted by the Coil-Coating Process for Exterior Exposed Building Products.
 - 3. ASTM A 792/A 792M - Standard Specification for Steel Sheet, 55 % Aluminum-Zinc Alloy-Coated by the Hot-Dip Process.
 - 4. ASTM A 980 - Standard Specification for Steel, Sheet, Carbon, Ultra High Strength Cold Rolled.
 - 5. ASTM C 645 - Specification for Nonstructural Steel Framing Members.
 - 6. ASTM C 920 - Specification for Elastomeric Joint Sealants.

7. ASTM D 226 - Standard Specification for Asphalt-Saturated Organic Felt Used in Roofing and Waterproofing.
 8. ASTM D 2244 - Test Method for Calculation of Color Differences from Instrumentally Measured Color Coordinates.
 9. ASTM D 4214 - Test Methods for Evaluating Degree of Chalking of Exterior Paint Films.
 10. ASTM E 1592 - Standard Test Method for Structural Performance of Sheet Metal Roof and Siding Systems by Uniform Static Air Pressure Difference.
 11. ASTM E 1980 - Practice for Calculating Solar Reflectance Index of Horizontal and Low-Sloped Opaque Surfaces.
- D. International Accreditation Service (IAS):
1. **IAS AC 472 - Accreditation Criteria for Inspection Programs for Manufacturers of Metal Building Systems, Part B.**
- E. **Underwriters Laboratories, Inc. (UL):**
1. UL 580 - Tests for Uplift Resistance of Roof Assemblies
- 1.4 ADMINISTRATIVE REQUIREMENTS
- A. Pre-installation Meeting: Prior to erection of framing, conduct pre-installation meeting at the site, attended by owner/owner representative, architect, manufacturer's technical representative, inspection agency and related trade contractors.
1. Coordinate building framing in relation to metal panel system.
 2. Coordinate openings and penetrations of metal panel system.
 3. Coordinate work of Division 07 Sections "Roof Specialties" and "Roof Accessories" and openings and penetrations and manufacturer's accessories with installation of metal panels.
- 1.5 QUALITY ASSURANCE
- A. Manufacturer/Source: Provide metal roof panel assembly and accessories from a single manufacturer providing fixed-base roll forming, and accredited under IAS AC 472 Part B. Use of Portable on/ or Off Site Portable Equipment shall not be authorized.
- B. Manufacturer Qualifications: Approved manufacturer listed in this section with minimum five years experience in manufacture of similar products in successful use in similar applications.
1. Approval of Comparable Products: Submit the following in accordance with project substitution requirements, within time allowed for substitution review:
 - a. Product data, including certified independent test data indicating compliance with requirements.
 - b. Samples of each component.
 - c. Sample submittal from similar project.
 - d. Project references: Minimum of five installations not less than five years old, with owner and architect contact information.
 - e. Sample warranty.
 - f. IAS AC 472 certificate.
 2. Substitutions following award of contract are not allowed.
 3. Approved manufacturers must meet separate requirements of Submittals Article.
- C. Installer Qualifications: Experienced installer certified by metal panel manufacturer with minimum of five years' experience with successfully completed projects of a similar nature and scope.

1. Installer's Field Supervisor: Experienced mechanic certified by metal panel manufacturer supervising work on site whenever work is underway.

1.6 ACTION SUBMITTALS

- A. Product Data: Manufacturer's data sheets for specified products..
- B. Shop Drawings: Show layouts of metal panels. Include details of each condition of installation, panel profiles, and attachment to building. Provide details at a minimum scale 1 ½" per foot showing edge conditions, joints, fastener and sealant placement, flashings, openings, penetrations, roof accessories, lightning arresting equipment, and special details. Make distinctions between factory and field assembled work.
 1. Indicate points of supporting structure that must coordinate with metal panel system installation.
 2. Include data indicating compliance with performance requirements.
 3. Include structural data indicating compliance with requirements of authorities having jurisdiction.
- C. Samples for Initial Selection: For each exposed product specified including sealants. Provide representative color charts of manufacturer's full range of colors.
- D. Samples for Verification: Provide 11.75" (305 mm-) long section of each metal panel profile. Provide color chip verifying color selection.

1.7 INFORMATIONAL SUBMITTALS

- A. Product Test Reports: Indicating compliance of products with requirements, witnessed by a professional engineer.
- B. Qualification Information: For installer firm and installer's field supervisor.
- C. IAS Accreditation Certificate: Indicating that manufacturer is accredited under provisions of **IAS AC 472**.
- D. Manufacturer's Warranty: Sample copy of manufacturer's material and paint finish warranty and shall be prior submitted and included prior to final payment.

1.8 CLOSEOUT SUBMITTALS

- A. Maintenance data.
- B. Manufacturer's Warranty: 20 Year Weather Tightness Warranty Executed copy of manufacturer's standard warranty.
- C. See additional Closeout documents required in general scope of work and execution.

1.9 DELIVERY, STORAGE, AND HANDLING

- A. Protect products of metal panel system during shipping, handling, and storage to prevent staining, denting, deterioration of components or other damage. Protect panels and trim bundles during shipping.
 1. Deliver, unload, store, and erect metal panel system and accessory items without misshaping panels or exposing panels to surface damage from weather or construction operations.

2. Store in accordance with Manufacturer's written instructions. Provide wood collars for stacking and handling in the field.

1.10 COORDINATION

- A. Coordinate sizes, profiles, and locations of roof curbs and other roof-mounted equipment and roof penetrations, based upon sizes of actual selected equipment.

1.11 WARRANTY

- A. Special Manufacturer's Warranty: On manufacturer's standard form, in which manufacturer agrees to repair or replace metal panel assemblies that fail in materials and workmanship within one year from date of Substantial Completion. Warranty coverage shall be for 20 years.
- B. Finish Warranty.

PART 2 - PRODUCTS

2.1 MANUFACTURER

- A. Basis of Design Manufacturer:
 1. Provide basis of design product: Batten Lock Seam 24-Gauge.

2.2 PERFORMANCE REQUIREMENTS

- A. General: Provide metal roof panel system meeting performance requirements as determined by application of specified tests by a qualified testing facility on manufacturer's standard assemblies.
- B. Recycled Content: For Steel Products: Post-consumer recycled content plus one-half of pre-consumer recycled content not less than 25 percent.
- C. Structural Performance: Provide metal panel assemblies capable of withstanding the effects of indicated loads and stresses within limits and under conditions indicated:
 1. Wind Loads: Determine loads based on uniform pressure, importance factor, exposure category, and basic wind speed indicated on drawings.
 - a. Wind Uplift Testing: Certify capacity of metal panels by actual testing of proposed assembly per ASTM E 1592.
 2. Snow Loads: **10** lbs.sq. ft.
 3. Deflection Limits: Withstand inward and outward wind-load design pressures in accordance with applicable building code with maximum deflection of 1/180 of the span with no evidence of failure.
 4. Seismic Performance: Comply with ASCE 7,(current edition) Section 9, "Earthquake Loads."
- D. Wind Uplift Resistance: Comply with UL 580 for wind-uplift class UL-90.
- E. Thermal Movements: Allow for thermal movements from variations in both ambient and internal temperatures. Accommodate movement of support structure caused by thermal expansion and contraction. Allow for deflection and design for thermal stresses caused by temperature differences from one side of the panel to the other.

- F. **Self-Adhering, High-Temperature Underlayment:** Cold-applied sheet underlayment minimum 40 mils (0.76 mm) thick, consisting of slip-resistant, polyethylene-film top surface laminated to a layer of butyl or SBS-modified asphalt adhesive, with release-paper backing. Provide primer when recommended by underlayment manufacturer for substrate.

2.3 METAL ROOF PANELS

- A. Mechanically seamed, Concealed Fastener, Metal Roof Panels: Structural metal roof panel consisting of formed metal sheet with vertical ribs at panel edges, installed by lapping and mechanically interlocking edges of adjacent panels, and attaching panels to supports using concealed clips and fasteners in a weathertight installation.
1. Basis of Design: Lock Seam Metal Panel
 2. **Aluminum-Zinc Alloy-Coated Steel Sheet:** ASTM A 792/A 792M, structural quality, Grade 50, Coating Class AZ50 (Grade 340, Coating Class AZM150), pre-painted by the coil-coating process per ASTM A 755/A 755M.
 - a. Nominal Coated Thickness :24-gauge Grade 50
 - b. Panel Surface: Smooth with striations in pan.
 - c. Exterior Finish: Fluoropolymer two-coat system.
 - d. Color: As selected by architect from manufacturer's standard colors.
 3. Panel Width: 16" (457 mm).
 4. Panel Seam Height: 2.0" (50.8 mm).
 5. Joint Type: Mechanically Seamed.

2.4 METAL ROOF PANEL ACCESSORIES

- A. General: Provide complete metal roof panel assembly incorporating trim, copings, fasciae, gutters and downspouts, and miscellaneous flashings, in manufacturer's standard profiles as indicated. Provide required fasteners, closure strips, thermal spacers, splice plates, support plates, and sealants as indicated in manufacturer's written instructions.
- B. Flashing and Trim: Match material, thickness, and finish of metal panel face sheet.
- C. Panel Clips: ASTM C 645, with ASTM A 653/A 653M, G90 (Z180) hot-dip galvanized zinc coating, configured for concealment in panel joints, and identical to clips utilized in tests demonstrating compliance with performance requirements.
- D. Panel Fasteners: Self-tapping screws and other acceptable corrosion-resistant fasteners recommended by roof panel manufacturer. Where exposed fasteners cannot be avoided, supply fasteners with EPDM or neoprene gaskets, with heads matching color of metal panels by means of factory-applied coating.
- E. Joint Sealers: Manufacturer's standard or recommended liquid and preformed sealers and tapes, and as follows:
1. Factory-Applied Seam Sealant: Manufacturer's standard hot-melt type.
 2. Tape Sealers: Manufacturer's standard non-curing butyl tape, AAMA 809.2.
 3. Concealed Joint Sealant: Non-curing butyl, AAMA 809.2.
- F. **Roof Accessories:** Approved by metal roof panel manufacturer. Refer to Section 07 72 00 "Roof Accessories" for requirements for curbs, equipment supports, roof hatches, heat and smoke vents, ventilators, and preformed flashing sleeves.

2.5 FABRICATION

- A. Fabricate metal panel joints configured to accept factory-applied sealant providing weathertight seal and preventing metal-to-metal contact and minimizing noise resulting from thermal movement.
- B. Form panels in continuous lengths for full length of detailed runs, except where otherwise indicated on approved shop drawings.
- C. Sheet Metal Flashing and Trim: Fabricate flashing and trim to comply with manufacturer's written instructions, approved shop drawings, and project drawings. Form from materials matching metal panel substrate and finish.

2.6 FINISHES

- A. Finishes, General: Prepare, pretreat, and apply coating to exposed metal surfaces to comply with coating and resin manufacturers' written instructions.
- A. Aluminum-Zinc Alloy-Coated Steel Sheet: ASTM A 792/A, 792M Structural quality Grade 50.

- 1. Basis of Design: **Lock-Seam Metal Panels 24 Gauge**

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine metal panel system substrate and supports with installer present. Inspect for erection tolerances and other conditions that would adversely affect installation of metal panel installation.
 - 1. Inspect metal panel support substrate to determine if support components are installed as indicated on approved shop drawings. Confirm presence of acceptable supports at recommended spacing to match installation requirements of metal panels.
 - 2. Panel Support Tolerances: Confirm that panel supports are within tolerances acceptable to metal panel system manufacturer but not greater than the following:
 - a. 1/4" (6 mm) in 20 foot (6.1 m) in any direction.
 - b. 3/8" (9 mm) over any single roof plane.
- B. Correct out-of-tolerance work and other deficient conditions prior to proceeding with insulated metal roof panel system installation.

3.2 PREPARATION

- A. **Miscellaneous Supports:** Install subframing, girts, furring, and other miscellaneous panel support members according to ASTM C 754 and manufacturer's written instructions.
- B. **Self-Adhering Sheet Underlayment:** Apply in accordance with underlayment manufacturer's written instructions; apply primer if required. Apply at locations indicated below. Roll laps with roller.
 - 1. Apply over the entire roof surface.
 - 2. Lap over edges of self-adhering sheet underlayment not less than 6" (150 mm).
- C. Flashings: Provide flashings as required to complete metal roof panel system. Install in accordance with Section 07 62 00 "Sheet Metal Flashing and Trim" and approved shop drawings.

3.3 METAL PANEL INSTALLATION

- A. Mechanically Seamed, Standing Seam Metal Roof Panels: Install weathertight metal panel system in accordance with manufacturer's written instructions, and project drawings. Install metal roof panels in orientation, sizes, and locations indicated, free of waves, warps, buckles, fastening stresses, and distortions. Anchor panels and other components securely in place. Provide for thermal and structural movement.
- B. All panels shall be factory formed in a controlled environment, free of construction dirt/dust/debris. **Use of on-site portable roll forming on or off site will not be acceptable.** Manufacturer of the roof panels shall provide certificate of compliance under IAS AC472 Part B. No alternative methods will be allowed, all submittals shall be provided and approved prior to release of contract to proceed. Mill certifications may be required in conformance with IAS AC472 Part B standards. All roof systems, Standing Seam and Single Ply Membranes shall be as provided and warranted by a Sole Manufacturer of both systems, providing for a "Total System;" by a single sourced roofing manufacture.
- C. Attach panels to supports using clips, screws, fasteners, and sealants recommended by manufacturer and indicated on approved shop drawings.
 - 1. Fasten metal panels to supports with concealed clips at each location indicated on approved shop drawings, with spacing and fasteners recommended by manufacturer.
 - 2. Snap Joint: Nest standing seams and fasten together by interlocking and completely engaging factory-applied sealant.
 - 3. Provide weatherproof jacks for pipe and conduit penetrating metal panels of types recommended by manufacturer.
 - 4. Dissimilar Materials: Where elements of metal panel system will come into contact with dissimilar materials, treat faces and edges in contact with dissimilar materials as recommended by manufacturer.
 - 5. Panels shall be hemmed (cleated) at all eave and valley transitions. No exposed fasteners shall be accepted when installing the panels to the deck/rake/eave/valley conditions.

3.4 ACCESSORY INSTALLATION

- A. General: Install metal panel trim, flashing, and accessories using recommended fasteners and joint sealers, with positive anchorage to building, and with weather tight mounting. Provide for thermal expansion. Coordinate installation with flashings and other components.
 - 1. Install components required for a complete metal panel assembly, including trim, copings, flashings, sealants, closure strips, and similar items.
 - 2. Comply with details of assemblies utilized to establish compliance with performance requirements and manufacturer's written installation instructions.
 - 3. Provide concealed fasteners except where noted on approved shop drawings.
 - 4. Set units true to line and level as indicated. Install work with laps, joints, and seams that will be permanently weather resistant.
- B. Joint Sealers: Install joint sealers where indicated and where required for weathertight performance of metal panel assemblies, in accordance with manufacturer's written instructions.
 - 1. Prepare joints and apply sealants per requirements of Division 07 Section "Joint Sealants."

3.5 FIELD QUALITY CONTROL

- A. Testing Agency: 4T Partnership LLC.

3.6 CLEANING AND PROTECTION

- A. Remove temporary protective films immediately in accordance with metal roof panel manufacturer's instructions. Clean finished surfaces as recommended by metal roof panel manufacturer.
- B. Replace damaged panels and accessories that cannot be repaired to the satisfaction of the architect.

END OF SECTION



ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Exhibit B.pdf	Original Contract	Backup Material

Exhibit – B#1103-23-01

**Annual Peopleware Agreement by and between Computer Information Concepts, Inc.
(CIC) and Brazos County, Texas, dated November 2022**

PRODUCTS / SERVICES TO BE PROVIDED:

<u>Description</u>	<u>Qty</u>	<u>Net</u>
Hardware/Supplies		
Onsite Training for Receipting, Budgetary Fund Accounting Overview, Reporting, and Taxes Payable (Hours)	16	\$2,800.00
TOTAL PRODUCTS / SERVICES NET PRICE		\$2,800.00

EXPENSES

Miscellaneous Expenses, i.e. travel, mileage, lodging, meals, etc., at cost, will be paid by Customer upon receipt of a separate CIC invoice.

ACCEPTANCE / PAYMENT TERMS:

To complete the ordering process, please:

Mail a signed copy of this Exhibit along with your initial payment of \$1,400.00 to 2843 31st Avenue, Greeley, Colorado 80631.

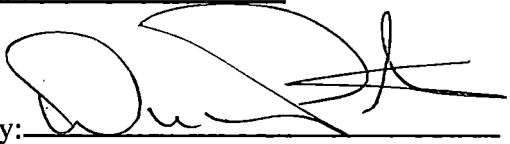
Your final payment of \$1,400.00 will then be due and payable upon our satisfactory delivery of the Products / Services.

SCHEDULED DELIVERY:

It is anticipated the Products / Services will be delivered / provided within ninety (90) days after CIC's receipt of the signed Exhibit and initial payment.

Failure to execute within twenty (20) days will render this Exhibit null and void.

By: Melayna R. Clark-Rael
Computer Information Concepts, Inc.

By: 
Customer

03/22/23
Exhibit Date

3/28/23
Acceptance Date



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: Approval of Contract #23-117 with Lexis Nexis for Public Defender's Office.

TO: Commissioners Court

FROM: Josue Loyola

DATE: 03/22/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Partially Executed Contract.pdf	Contract.	Backup Material

"Subscriber" Name: Brazos County**Account Number: 424ZWYG83-PDO****"LN": LexisNexis, a division of RELX Inc.****1. Subscription Agreement**

LexisNexis, a division of RELX Inc. ("LN") grants Subscriber a non-exclusive, non-transferable limited license to access and use Lexis+® and the materials available therein ("Materials") pursuant to terms set forth in the LexisNexis General Terms and Conditions ("General Terms") and the pricing set forth in the Price Schedule ("Price Schedule") (the General Terms together with the Price Schedule is collectively referred to as the "Subscription Agreement"), both of which are incorporated herein by reference. Subscriber may view and print the Subscription Agreement at: <https://www.lexisnexis.com/en-us/terms/GovtAcademic/terms.page>.

2. Certification

- 2.1. Subscriber certifies that the number of government professionals in Subscriber's organization is as set forth below. A "Government Professional User" is defined as an attorney, judge, librarian, researcher, investigator or analyst who is employed by the Subscriber.

Number of Government Professional Users:	6
---	----------

- 2.2. A "Support Staff User" is defined as a person who supports the Government Professional User, including, but not limited to: paralegals, interns, legal secretaries or other administrative support members. 3 ID's may be issued to support staff for each Government Professional User accounted for above.

Number of Support Staff Users:	6
---------------------------------------	----------

- 2.3. Each LN ID must be issued for individual use by the Government Professional User or Support Staff User.

- 2.4. If Subscriber, at the time of signing this Agreement has 11 or more Government Professional Users, then Subscriber is required to notify LN if the number of Government Professional Users falls below 11. Subscriber shall, within 30 days of the staffing change, notify LN in writing.

- 2.5. Subscriber acknowledges that the pricing and menus provided to Subscriber in this Agreement depend in part on the number of Government Professional Users in Subscriber's organization. Subscriber certifies that as of the date Subscriber signs this Agreement there are the number of Government Professional Users in Subscriber's organization (the "Reference Number") as Subscriber has specified above.

- i. At LN's request from time to time, Subscriber will certify in writing the then-current Reference Number.
- ii. If there is a change in the Reference Number during the Term, LN may, in its sole discretion on at least 30 days prior written notice to Subscriber, increase or decrease the Monthly Commitment by an amount that does not exceed, on a percentage basis, the change in the Reference Number.

3. Lexis+ Product and Charges

- 3.1. This Section 3 amends the Subscription Agreement with respect to the Lexis+ product offering described below. The Term of Subscriber's commitment for the Lexis+ product offering will begin upon the date Subscriber's billing account ("Account Number") is activated ("Activation") and will continue for the last period set forth in Section 3.5 below (the "Initial Term").

3.2. This Agreement commences on the Effective Date and continues for the Initial Term designated in Section 3.5; provided, that, after the Initial Term, this Agreement shall automatically renew for successive one-year renewal terms (each, a "Renewal Term"), unless either Party provides written notice of non-renewal at least thirty (30) days' prior to the expiration of the then-current Initial Term or Renewal Term, as the case may be. "Term" means, collectively, the Initial Term and all Renewal Terms.

3.3. Commencing at the Renewal Term (defined in Section 3.2), at each anniversary of the Effective Date, LN shall increase all recurring fees by seven point five per cent (7.5%) per Contract Year.

3.4. Subscriber may not terminate this Agreement for convenience under General Terms during the Term. Notwithstanding the foregoing, Subscriber may terminate this Agreement during the Term for a material breach by LN that remains uncured for more than 30 days after LN receives written notice from Subscriber identifying a specific breach.

If Subscriber terminates this Agreement pursuant to this Section, then Subscriber will pay all charges incurred up to the date of termination.

Lexis+ Content & Features		
Product	SKU Number	Number of Users
Moore's Federal Practice - Criminal	1010337	6
News	1010610	6
Federal Legislation	1010180	6
Inter-Document Linking	1000690	6
National Primary Enhanced	1011511	6
All Law Reviews	1010857	6
Moore's Federal Practice - Civil	1010336	6
Trial Court Orders - National	1512258	6
All Premier Federal Agency & Admin Materials	1012379	6
All Briefs, Pleadings & Motions	1010612	6
ALR & AMJUR Library	1011970	6
Legislative Outlook Gauge with Link Detail View	1512957	6
Lexis+™ Practical Guidance - State & Local Government	1534660	6
TX Practice Library	1010629	6
TX Jurisprudence	1011496	6

3.5. In exchange for access to the Lexis+ Content, Feature and/or Service set forth in Section 3.1 above, Subscriber will pay to LN the following amount (the "Monthly Commitment") during the periods set forth below.

Initial Term	Monthly Commitment
04/01/2023-03/31/2024	\$330
04/01/2024-03/31/2025	\$347
04/01/2025-03/31/2026	\$365

3.6. During the Term, LN may make content and features available to Subscriber that are not included in the Lexis+ Content described above at an additional charge ("Out of Plan Materials"). Authorized Users trying to access Out of Plan Materials will be notified of the additional charges before the materials are displayed.



**LEXIS+® SUBSCRIPTION AGREEMENT
FOR STATE/LOCAL GOVERNMENT**
(NEW SUBSCRIBER VERSION-AAR)

If an Authorized User accesses the Out of Plan Materials, Subscriber will pay the transactional charge(s) displayed at the time of access. If Subscriber does not initial below, Out of Plan Materials will be excluded from Authorized User's search.

To have Out of Plan Materials available for your Authorized Users, initial here _____
(Initial)

3.7. Use of Lexis+ under this Agreement is available to Subscriber and its Authorized Users (defined in the General Terms).

3.8. LN may temporarily suspend access to Lexis+ until all unpaid amounts are paid in full. No claims directly or indirectly related to this Agreement with respect to amounts billed or payments made under this Agreement may be initiated by Subscriber more than 6 months after such amounts were first billed to Subscriber.

4. Closed Offer

The prices and other terms are subject to change if Subscriber has not submitted a signed original or copy on or before 04/07/2023.

5. Confidential Information

Subject to any state open records or freedom of information statutes, this Agreement contains confidential pricing information of LN. Subscriber understands that disclosure of the pricing information contained herein could cause competitive harm to LN, and will receive and maintain this Agreement in trust and confidence and take reasonable precautions against such disclosure to any third person. This Section 5 will survive the termination or expiration of this Agreement.

6. Support and Training

During the Term, Subscriber, with the support of LN, agrees to encourage the effective use of Lexis+ through:

- (a) Meaningful participation in additional ongoing programs presented by LN to update and train Authorized Users;
- (b) Authorize the periodic distribution of memos or other communications by LN and/or Subscriber to Authorized Users; and
- (c) The periodic review with LN of Subscriber's Authorized User's use of materials and training under this Agreement.

7. Miscellaneous

7.1. This Agreement does not bind either party until it has been accepted by both parties. Subscriber may accept this Agreement by signing below. LN will accept this Agreement by providing Subscriber with access to Lexis+ or by signing below.

7.2. If Subscriber issues a purchase order in connection with the Agreement, Subscriber acknowledges and agrees that the purchase order shall be for Subscriber's internal purposes only and shall not modify or affect any of the other terms or conditions for access to the Online Services.

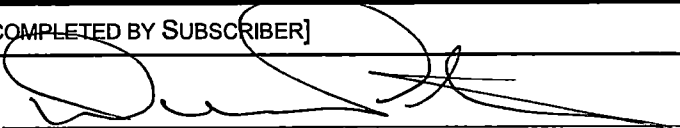
LEXISNEXIS WILL NOT ACCEPT ANY CHANGES, CORRECTIONS OR ADDITIONS TO THIS AGREEMENT UNLESS SUCH CHANGES ARE EXPRESSLY ACCEPTED BY LN IN WRITING. SUCH CHANGES WILL HAVE NO LEGAL EFFECT.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK, SIGNATURE PAGE FOLLOWS]




**LEXIS+® SUBSCRIPTION AGREEMENT
FOR STATE/LOCAL GOVERNMENT**
(NEW SUBSCRIBER VERSION-AAR)

AGREED TO AND ACCEPTED BY:

Subscriber: Brazos County	
[MUST BE COMPLETED BY SUBSCRIBER]	
Authorized Subscriber Signature:	
Printed Name:	Duane Peters
Job Title:	County Judge
Date:	3/28/23

LexisNexis, a division of RELX Inc.

[COMPLETED BY LEXISNEXIS]	
Authorized Signature:	
Name:	Mark
Job Title:	Eikenberry
Date:	2023.03.15 14:34:23 -04'00'



**LEXIS+® SUBSCRIPTION AGREEMENT
FOR STATE/LOCAL GOVERNMENT**
(NEW SUBSCRIBER VERSION-AAR)

CUSTOMER INFORMATION (Please type or print):		
Organization Name: (Full Legal Name)	Brazos County	
Billing Frequency:	<input type="checkbox"/> Monthly	<input type="checkbox"/> Annually
	Physical Address	Invoice Address
Street Address:	SAME / ON FILE	SAME / ON FILE
City:		
State:		
Zip:		
County:		
Telephone:		
Fax:		
Parent Company: (if applicable)		

Type of Organization:

☐ Legislative

☐ Judicial

☐ Executive

Professional User: _____

Practicing Area of Law: _____

Support Staff: _____

Employer Identification Number: _____

Bar No: _____

Issuing State: _____

Date Issued/Expiration Date: _____

Organization Web Address: _____

Tax Exempt: ☐ Yes (attach Sales Tax Exemption Certificate)

MSA: ☐ Yes ☐ No

☐ No

Tax ID No: _____

State Contract No:
(If applicable)

PO No:
(If applicable)

Contacts:

	Name	Telephone	Email
Installation:	_____	_____	_____
Billing:	_____	_____	_____
Policy/Legal Notification:	_____	_____	_____
Scheduling/Training:	_____	_____	_____



**LEXIS+® SUBSCRIPTION AGREEMENT
FOR STATE/LOCAL GOVERNMENT**
(NEW SUBSCRIBER VERSION-AAR)

	Name	Telephone
Super Admin:		
	Email	IP Address

CUSTOMER ID INFORMATION (Please type or print)			
ID HOLDERS' NAMES (additional sheet attached <input type="checkbox"/>)	ID HOLDERS' TITLES/POSITIONS	ID HOLDERS' EMAIL ADDRESSES	LOCATION/ADDRESS



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

Road and Bridge

NUMBER:

CC 2023 - Right of Way
Abandonment - Millican Townsite -
Blocks IV and V - platted 50' and
60' right

DATE OF COURT MEETING:

3/28/2023

ITEM:

Consider and take action to close, vacate and abandon a 50' and a 60' right of way located in Blocks IV and V of the town of Millican. Roadways were never built and there is no public interest served by retaining the original right of way. Site is located in Precinct 1.

TO:

Commissioners Court

FROM:

Darrell Kolwes

DATE:

03/23/2023

FISCAL IMPACT:

False

BUDGETED:

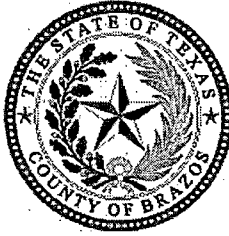
False

DOLLAR AMOUNT:

\$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Right of Way Abandonment - Millican Townsite - Blocks IV and V - platted 50 and 60 rights of way.pdf	Right of Way Abandonment - Millican Townsite - Blocks IV and V - platted 50' and 60' rights of way	Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

Road and Bridge

NUMBER:

CC 2023 - Right of Way
Abandonment - Millican Townsite -
Blocks IV and V - platted 50' and
60' right

DATE OF COURT MEETING: 3/28/2023

ITEM: Consider and take action to close, vacate and abandon a 50' and a 60' right of way located in Blocks IV and V of the town of Millican. Roadways were never built and there is no public interest served by retaining the original right of way. Site is located in Precinct 1.

TO: Commissioners Court

FROM: Darrell Kolwes

DATE: 03/23/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

Right of Way Abandonment -
Millican Townsite - Blocks IV and V -
platted 50 and 60 rights of way.pdf

Right of Way Abandonment - Millican Townsite - Blocks IV
and V - platted 50' and 60' rights of way

Backup Material

APPROVED

Duane Peters
County Judge

Date

3/28/23

**ORDER VACATING ROAD
("Order")**

STATE OF TEXAS §

COUNTY OF BRAZOS §

WHEREAS, the Brazos County Commissioners Court desires to close, abandon, and vacate a public road upon the following tract:

All that certain, lot, tract or parcel of land lying and being situated in the E. M. MILLICAN SURVEY, Abstract No. 40, Brazos County, Texas and being the continuation of a platted but unnamed street (50' wide) lying along the Northeast line of Block/Division IV and Block/Division V, Millican Townsite, according to the plat recorded in Volume P. Page 484, Deed Records, Brazos County, Texas and lying Southeast of Clay Street (Jones Street by plat), and also being all of a platted but unnamed street (60' wide) lying between Block/Division IV and Block/Division V, and being further described by metes and bounds in Exhibit A, attached hereto and incorporated herein by reference;

WHEREAS, Texas Transportation Code §251.001 defines "abandon" as to "relinquish the public's right of way in and use of the road" and defines "vacate" as to "terminate the existence of the road by direct action of the commissioners court of a county". TEXAS TRANSPORTATION CODE §251.001 (1) and (3); and

WHEREAS, Texas Transportation Code §251.051(a)(1) states "the commissioners court of a county shall order that public roads be laid out, opened, discontinued, closed, abandoned, vacated or altered." TEXAS TRANSPORTATION CODE §251.051 (a) (1); and

WHEREAS, Texas Transportation Code §251.051(b)(1) states "a unanimous vote of the commissioners court is required to close, abandon, or vacate a public road." TEXAS TRANSPORTATION CODE §251.051(b)(1); and

WHEREAS, no person that owns property that abuts the public road being closed, abandoned and vacated has attempted to enjoin the entry or enforcement of this order. TEXAS TRANSPORTATION CODE §251.058(a)(1); and

WHEREAS, the public road being closed, abandoned and vacated does not provide the only ingress or egress to any property adjacent to it. TEXAS TRANSPORTATION CODE §251.058 (a) (2); and

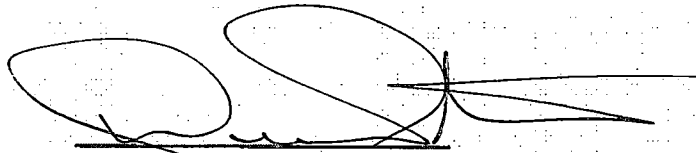
WHEREAS, title to the public road being closed, abandoned and vacated to the center line of the road will vest on the date this order is signed by the county judge in the owner of the property that abuts the road being closed, abandoned and vacated, and a copy of this order shall be filed in the deed records of the county and serves as the official instrument of conveyance from the county to the owner of the abutting property. TEXAS TRANSPORTATION CODE §251.058 (b).

NOW, THEREFORE, IT IS ORDERED, upon proper notice and announcement as required by law, and upon motion duly made and seconded, and passed by a unanimous vote, as indicated by the signatures of the County Commissioners below, the public road upon the following tract is hereby closed, abandoned and vacated:

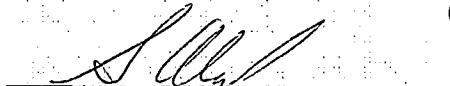
All that certain, lot, tract or parcel of land lying and being situated in the E. M. MILLICAN SURVEY, Abstract No. 40, Brazos County, Texas and being the continuation of a platted but unnamed street (50' wide) lying along the Northeast line of Block/Division IV and Block/Division V, Millican Townsite, according to the plat recorded in Volume P. Page 484, Deed Records, Brazos County, Texas and lying Southeast of Clay Street (Jones Street by plat), and also being all of a platted but unnamed street (60' wide) lying between Block/Division IV and Block/Division V, and being further described by metes and bounds in Exhibit A, attached hereto and incorporated herein by reference;

FURTHERMORE, BE IT ORDERED that this Order serves as the official instrument of conveyance of the property described in Exhibit A, from the Grantor, Brazos County, Texas, to the owner of property abutting the road closed, abandoned and vacated, said owner being CURTIS CAPPS; the dimensions of the property being conveyed are described in Exhibit A, attached hereto and incorporated for all purposes herein.

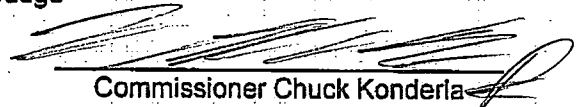
Issued by authority of the Commissioners Court of Brazos County, Texas, this 28 day of MARCH, 2023.



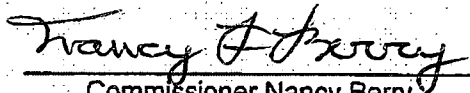
Duane Peters
County Judge



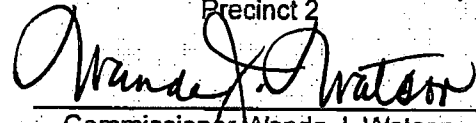
Commissioner Steve Aldrich
Precinct 1



Commissioner Chuck Konderla
Precinct 2



Commissioner Nancy Berry
Precinct 3

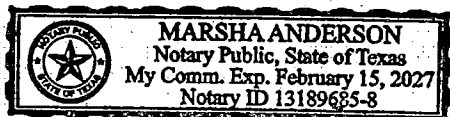


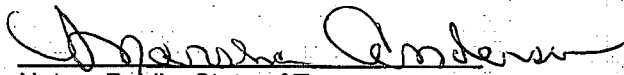
Commissioner Wanda J. Watson
Precinct 4

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 28, 2023, by Duane Peters, County Judge of the County of Brazos, Texas, a Political Subdivision of the State of Texas.

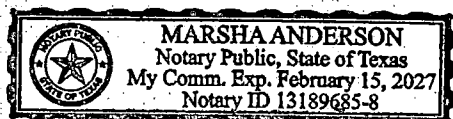




Notary Public, State of Texas

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 28, 2023, by Steve Aldrich, Commissioner Pct. 1 of the County of Brazos, Texas, a Political Subdivision of the State of Texas.

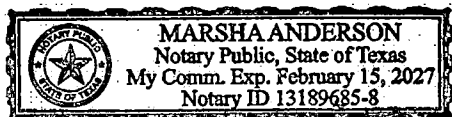




Notary Public, State of Texas

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 28, 2023, by Chuck Konderla, Commissioner Pct. 2 of the County of Brazos, Texas, a Political Subdivision of the State of Texas.

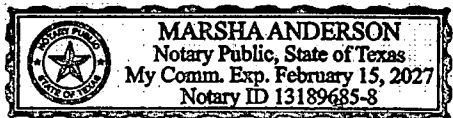




Notary Public, State of Texas

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 28, 2023, by Nancy Berry, Commissioner Pct. 3 of the County of Brazos, Texas, a Political Subdivision of the State of Texas.

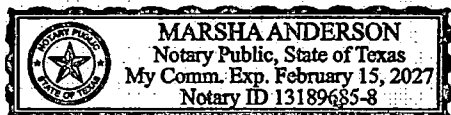




Notary Public, State of Texas

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 28, 2023, by Wanda J. Watson, Commissioner Pct. 4 of the County of Brazos, Texas, a Political Subdivision of the State of Texas.




Notary Public, State of Texas

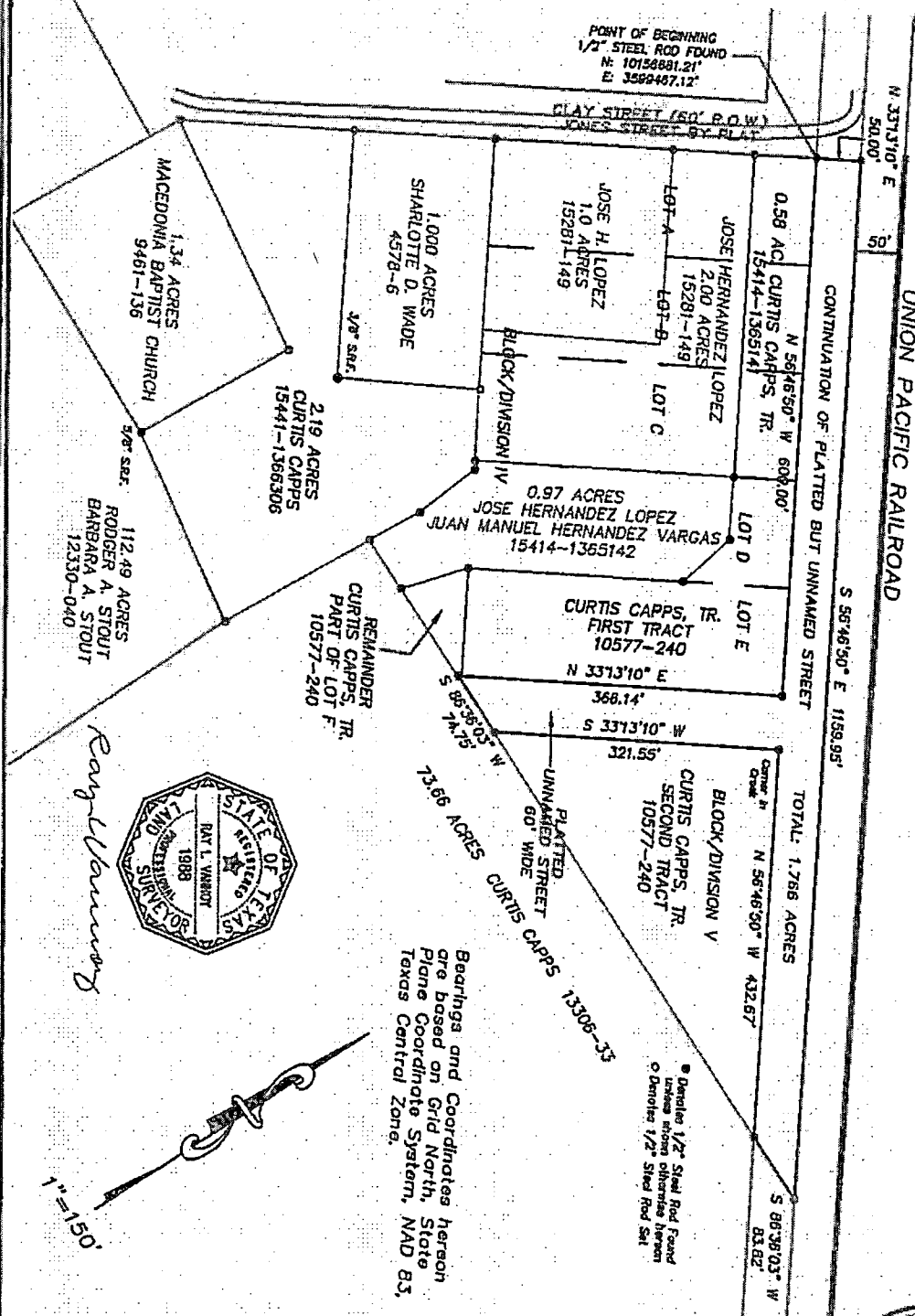
Vannoy & Assoc., Inc.

Exhibit "A"

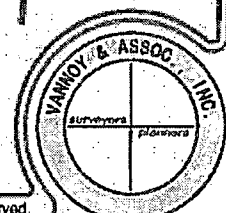
SURVEY PLAT
STREET ABANDONMENT
FIELD NOTES ATTACHED

STATE OF TEXAS
COUNTY OF BRAZOS

BEING all that tract of land in Brazos County, Texas, out of the E. M. Millican Survey, A-40, and being part of the Millican Townsite, according to the plat recorded in Volume P, Page 484, Dead Records, Brazos County, Texas.



Sheet 1 of 2
No Title Commitment Furnished



Vannoy & Assoc., Inc.

Exhibit "A"

FIELD NOTES
STREET ABANDONMENT
PLAT ATTACHED

STATE OF TEXAS
COUNTY OF BRAZOS

BEING all that tract of land in Brazos County, Texas, out of the E. M. Millican Survey, A-40, and being the continuation of a platted but unnamed street (50' wide) lying along Northeast line of Block/Division IV and Block/Division V, Millican Townsite, according to the plat recorded in Volume P, Page 484, Deed Records, Brazos County, Texas, and lying Southeast of Clay Street (Jones Street by plat), and also being all of a platted but unnamed street (60' wide) lying between Block/Division IV and Block/Division V, and being further described as follows:

BEGINNING at a 1/2 inch steel rod found at the North corner of said Block/Division IV, said point having State Plane Grid Coordinates of N: 10156681.21 feet and E: 3599467.12 feet (NAD 83, Texas Central Zone);

THENCE North 33 degrees 13 minutes 10 seconds East, 50.00 feet to a 1/2 inch steel rod set for corner;

THENCE South 56 degrees 46 minutes 50 seconds East, parallel with and 50.00 feet Southwesterly from the center of the Union Pacific Railroad, 1159.95 feet to a 1/2 inch steel rod set in the extension of the South line of Division V, Millican Townsite;

THENCE South 86 degrees 36 minutes 03 seconds West, 83.82 feet to a 1/2 inch steel rod set at the East corner of said Division V;

THENCE North 56 degrees 46 minutes 50 seconds West, parallel with and 100.00 feet Southwesterly from the center of the Union Pacific Railroad, 432.67 feet to a point in a creek for the North corner of Block/Division V;

THENCE South 33 degrees 13 minutes 10 seconds West, 321.55 feet along the Southeast line of said 60 foot wide street to a 1/2 inch steel rod found at the West corner of Block/Division V;

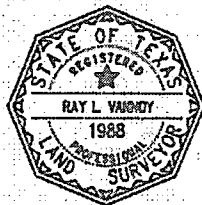
THENCE South 86 degrees 36 minutes 03 seconds West, 74.75 feet to a 1/2 inch steel rod found at the South corner of Block/Division IV;

THENCE North 33 degrees 13 minutes 10 seconds East, 366.14 feet along the Northwest line of said 60 foot wide street to a 1/2 inch steel rod found for the East corner of Block/Division IV;

THENCE North 56 degrees 46 minutes 50 seconds West, parallel with and 100.00 feet Southwesterly from the center of the Union Pacific Railroad, 600.00 feet to the POINT OF BEGINNING, containing 1.766 acres of land.

The plat and field notes shown hereon were prepared from an on the ground survey performed under my supervision on July 19, 2022.

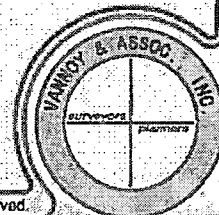
July 23, 2022



Ray L. Vannoy

Roy L. Vannoy
L.S.L.S., R.P.L.S. No. 1988

Sheet 2 of 2
No Title Commitment Furnished





**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC 2023 - Utility Permit - Wellborn SUD - Westbrook Road - Install 65' bore for a 1" water line.

DATE OF COURT MEETING: 3/28/2023

ITEM: Consider and take action on the Wellborn SUD utility permit for a bore for a 1" service line crossing under Westbrook Road 370 feet west of Joubert Road. Site is located in Precinct 1.

TO: Commissioners Court

FROM: Darrell Kolwes

DATE: 03/23/2023

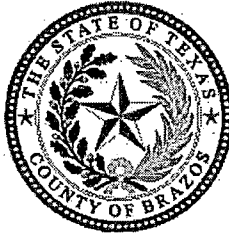
FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Utility Permit - Wellborn SUD - Westbrook Road - Install 65 bore for a 1 water line..pdf	Utility Permit - Wellborn SUD - Westbrook Road - Install 65' bore for a 1" water line.	Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

Road and Bridge

NUMBER:

CC 2023 - Utility Permit - Wellborn
SUD - Westbrook Road - Install 65'
bore for a 1" water line.

DATE OF COURT MEETING:

3/28/2023

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TO:

Commissioners Court

FROM:

Darrell Kolwes

DATE:

03/23/2023

FISCAL IMPACT:

False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

ATTACHMENTS:

File Name

Utility Permit - Wellborn SUD -
Westbrook Road -
Install 65 bore for a 1 water line..pdf


Description

Utility Permit - Wellborn SUD - Westbrook Road - Install 65'
bore for a 1" water line.

Type

Backup Material

APPROVED


Duane Peters
County Judge

3/28/23

Date

APPLICATION FOR WATER UTILITY PERMIT
DESIGNATING PLACEMENT OF UTILITY IN COUNTY RIGHT OF WAY

TO: THE COUNTY ENGINEER OF BRAZOS COUNTY, TEXAS

Pursuant to the Texas Utility Code, Section 181.024, comes now Wellborn SUD [company name], hereinafter referred to as "Company" a Texas [state] Corporation, with authority to transact business in Texas, acting by and through its duly authorized representative, and hereby petitions the County Engineer for the right to lay, construct, maintain, repair and/or operate a gas facility under, over, across and/or along certain County Roads as shown on drawings and diagrams attached hereto and said location described as follows:

Facility to Cross Road

Road Name & Block Number	Length of Crossing	TYPE OF CONSTRUCTION (CHECK ONE)			
		Bored	Jacked	Driven	Cased
1225 WESTBROOK RD	65'	X			X

Facility to Parallel County Road Within Right-Of-Way

Road Name and Block Number	From	To	Depth	Distance

CONSTRUCTION TYPE

1" Diameter .10" Wall Thickness 2" Encasement Pipe

Material Specification PVC Pipe

Maximum Operation Pressure 200 psi

The location and description of the proposed installation and appurtenances must be fully shown on the attached detailed drawings.

The Company shall commence actual construction/work in good faith within 60 days from the date of said permit and shall complete said construction /work within 15 working days. (COMPANY MUST FILL IN). If such construction is not begun by the 60th day, Company will be required to apply for a new permit.

Company declares that prior to filing this application, it has ascertained the location of all existing utilities, both aerial and underground, and the filing of this application is prima facie evidence that the proposed installation will not conflict with any existing utility.

A copy of this permit shall be kept at the job site any time work is being performed.

It is expressly stipulated that this Permit is a license for permissive use only and that the placing of facilities upon public property pursuant to this permit shall not operate to create or vest any property right in said holder.

It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to be entered upon and used by the holder and the holder will at all times assume risk of and indemnify, defend and save harmless Brazos County from and against any and all loss, damages, cost or expense arising in any manner on account of the exercise or attempted exercise by said holder of the aforesaid rights and privileges.

Any deviation from these specifications must be approved by Brazos County Engineer's Office or its designated representative.

Approval of County Engineer's Office may take as long as two weeks after complete application is received.

Applicant agrees to comply with all rules of the County Commissioners and the County Engineer in construction of said installation attached hereto as **BRAZOS COUNTY DESIGN STANDARDS AND SAFETY PRECAUTION REQUIREMENTS FOR WORK CONDUCTED IN BRAZOS COUNTY RIGHTS OF WAY** and incorporated herein for reference.

In the event Company fails to obtain a permit prior to the installation or does not install utilities in compliance with installation requirements set forth herein (i.e. depth, location, etc), Company assumes all financial responsibility for damages and/or destruction of lines, cables, etc. based upon its failure to comply with Brazos County requirements.

Applicant agrees that if Brazos County demonstrates a violation of the terms of this policy, Applicant stipulates that requisites for injunctive relief exist and that Brazos County is entitled to relief enjoining any conduct by applicant which is contrary to the policies.

This permit is a revocable permit. Brazos County reserves the right to revoke this permit at any time, in the sole discretion of Brazos County, for interests of public health, safety or welfare, or for failure to repair any damages upon demand, or for any other reason deemed sufficient by Brazos County.

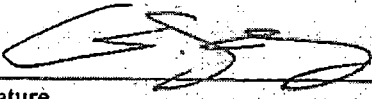
In the event Company fails to comply with any or all of the requirements as set forth herein, the County may take such action as it deems appropriate to compel compliance. The County Engineer further retains the right to revoke this Permit by verbal notification to the Applicant/Company.

Failure to obtain this permit and/or notify the County Engineer's Office within 24 hours of beginning construction shall constitute grounds for job shutdown.

By signing below, I certify that I am authorized to represent the Company listed below, and that the Company agrees to the conditions/provisions included in this permit.

Wellborn SUD
Company Name

Campbell Young
By:


Signature

General Manager
Title

P.O. Box 250
Address

Wellborn Tx 77881
City

State Zip
979-690-9799

Telephone Number

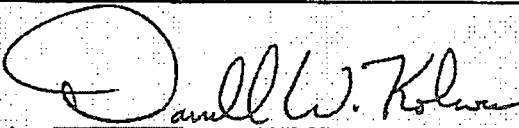
julia@wellbornsud.com
Email:

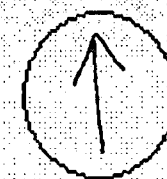
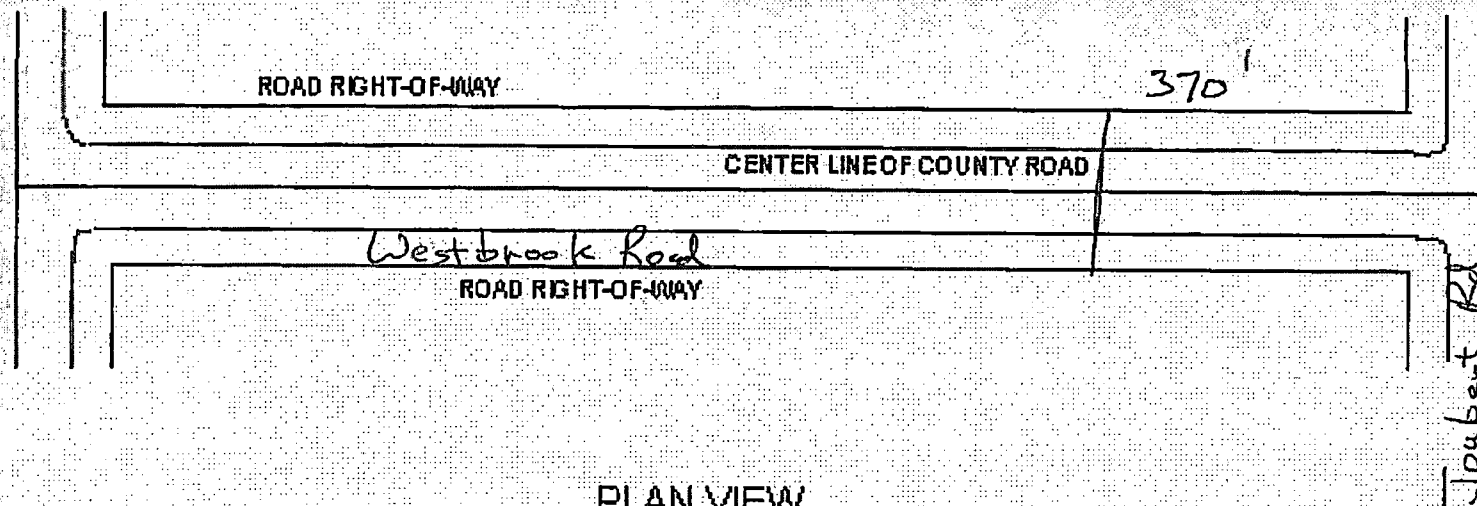
WATER UTILITY APPROVAL

Brazos County offers no objection to the proposed location of the utility in the County right of way as shown by accompanying drawings and notice dated 3-22-23 except as noted below:

(Month/Day/Year)

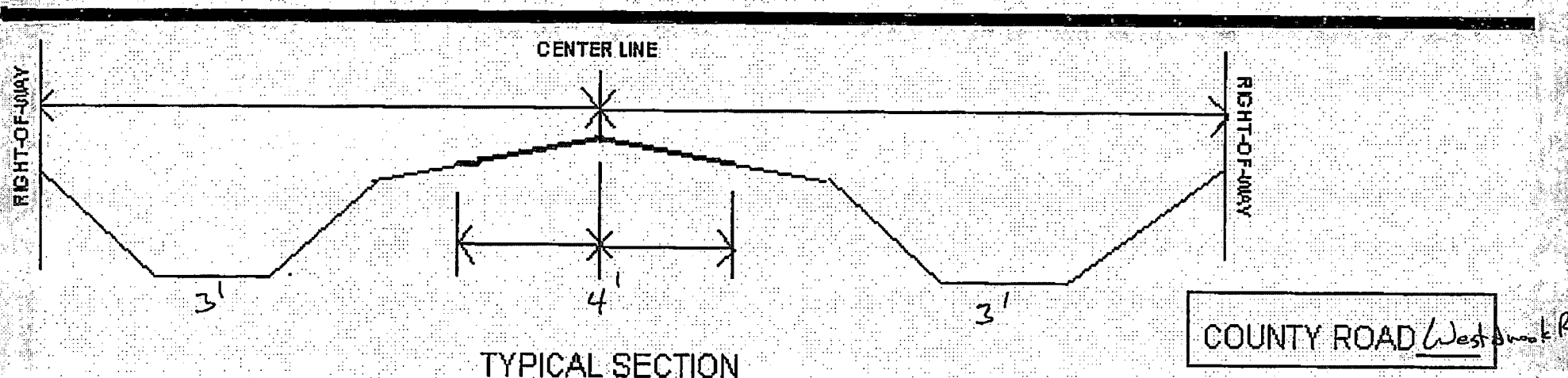
EXCEPTIONS: None


for Brazos County Engineer

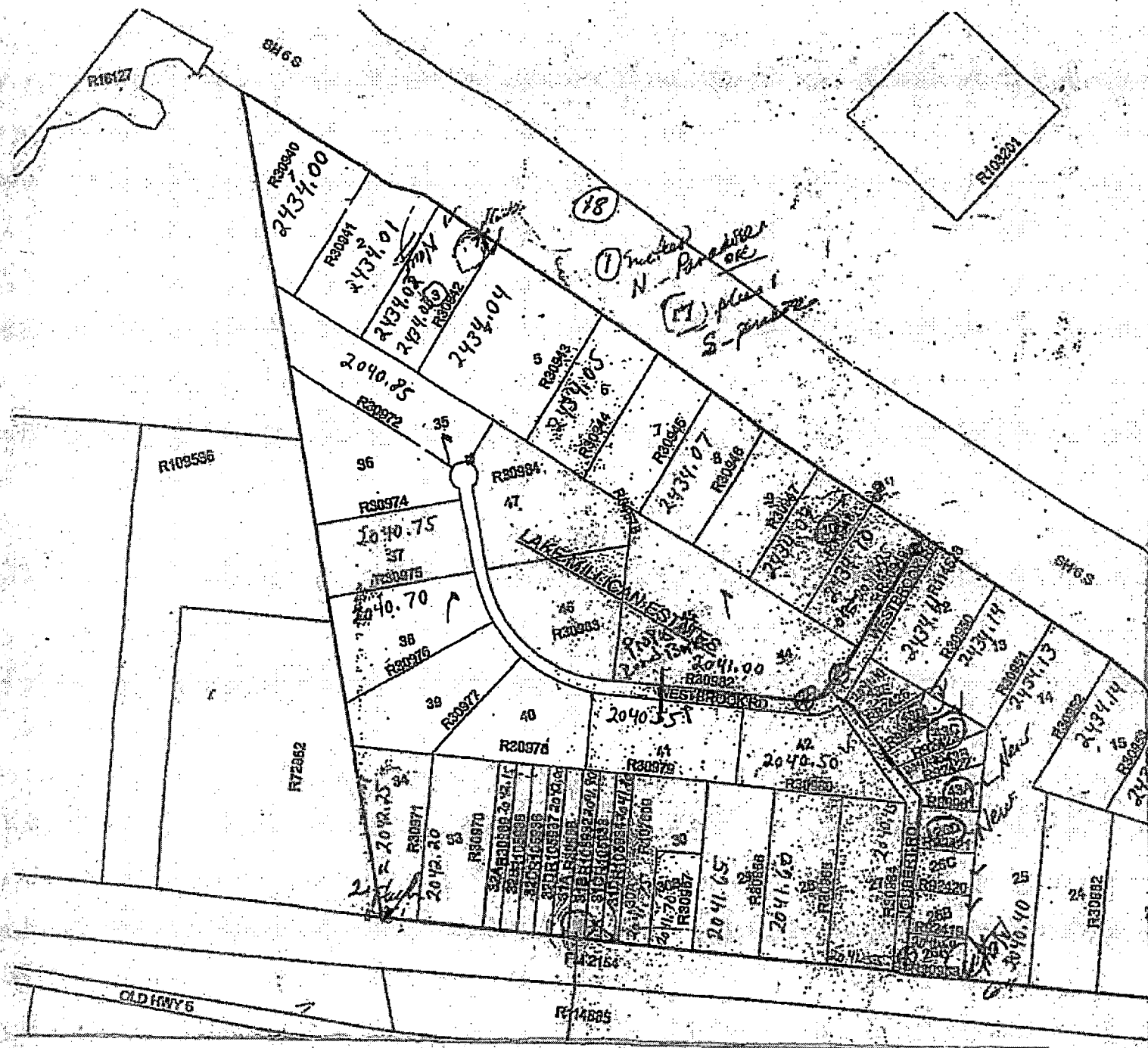


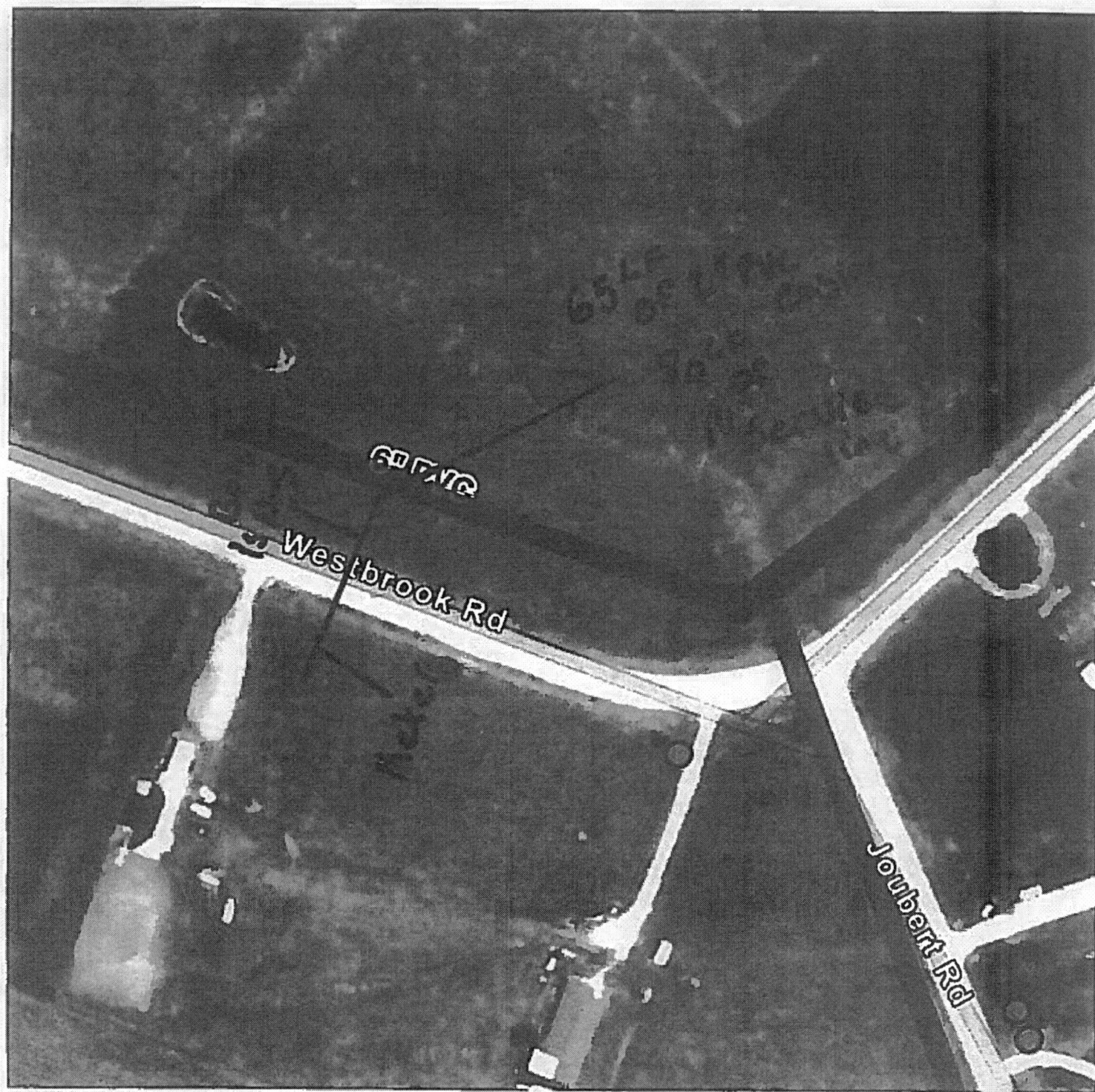
SHOW NORTH ARROW

PLAN VIEW



1. IN CROSSING ROAD OR GOING ALONG RIGHT-OF-WAY, SHOW DEPTH & LOCATION OF CONSTRUCTION IN TYPE SECTION & PLAN
2. IN PLAN VIEW SHOW DISTANCE FROM YOUR CONSTRUCTION TO NEAREST INTERSECTION
3. IF ABOVE PLAN VIEW AND/OR TYPE SECTION IS NOT APPLICABLE, THEN SHOW APPLICABLE PLAN AND/OR SECTION





**BRAZOS COUNTY ROADWAY SAFETY AND ROAD
PRESERVATION STANDARDS FOR WORK CONDUCTED IN
BRAZOS COUNTY RIGHTS OF WAY**

A. General Requirements

1. Adequate drainage shall be maintained in ditches at all times.
2. Permittee will use best management practices ("BMP") (EPA and TCEQ both provide lists of examples of BMPs) to minimize erosion and sedimentation resulting from the proposed installation.
3. The permittee shall take precautions to avoid damage to property. All County Right of Way and property shall be restored to its original condition, as far as practical, in the opinion of the County Engineer or appointed representative.
4. The construction and maintenance of such utility shall not interfere with the property or rights of a prior occupant.
5. Permittee shall not interfere with other utilities located in the right of way. In the event damages occur, permittee will be liable to the County or other utilities running through the right of way.
6. County Engineer shall determine whether or not permittee's plans shall inconvenience the public. If it is determined that inconvenience to the public exists, then the County Engineer will decide whether such project will be allowed or if an alternative exists so as not to inconvenience the public.

B. Safety Requirements

1. Proper traffic control measures must be put in place prior to beginning work and remain in place during the duration of the job. All traffic control measures must follow the Texas Manual of Uniform Traffic Control Devices (TMUTCD). See Traffic Control Requirements below.
2. During construction, all safety regulations of the Texas Department of Transportation shall be observed.
3. Permittee must take such precautions and measures, including placing and displaying safety devices, as may be necessary, in order to safely conduct the public through the project area. Company shall provide flagmen, signs, signals or devices necessary to provide complete safety to the public.
4. Adequate provisions must be made to cause minimum inconveniences to traffic and adjacent property owners.
5. No cable, conduit and/or pole line shall be laid, constructed, maintained and/or repaired so as to constitute a danger or hazard of any kind to persons or vehicles using such road. Any poles placed in the Right of Way for future installation shall be placed at the back of the Right of Way. Exceptions may be approved by the County Engineer.

C. Traffic Control Plan

1. A traffic control plan, pursuant to the TMUTCD or Engineered Traffic Control Plan must be provided for the following:
 - a. Any construction (i.e. pit, excavation, hole) left open overnight, requires specific nighttime traffic control measures pursuant to the TMUTCD;

- b. If construction is within ten (10) feet of the roadway; or
 - c. Any work performed in the road right-of-way;
2. Plan must be attached to the permit and kept at the job site any time work is being performed.
 3. Plan must set forth the time of completion for the job.

D. Design Standards

1. All overhead installations shall conform to clearance standards of the Texas Department of Transportation and the pole be placed in the designated area for power specified as set forth in the *Texas Utilities Code, Section 181.045*.
2. All pole installation (including lighting) shall be placed at the backside of the Right of Way to ensure safety to the public. Any pole placed in violation of this requirement will be required to be moved to the appropriate location at the company's expense. Exceptions may be approved by the County Engineer.
3. All underground installations shall (these are minimum depths – utility may place deeper):
 - a. be placed at a minimum depth of forty-eight (48) inches below the top of the pavement;
 - b. be at least thirty-six (36) inches below ditch flow line when installation is within the area measured from top of bank to top of bank;
 - c. be at least forty-eight (48) inches below ditch flow line if low pressure gas or petroleum lines. For high pressure gas and petroleum lines, see High Pressure Pipelines requirements listed below;
 - d. not be closer than ten (10) feet from the edge of pavement. Exceptions may apply in rights of way of less than 60 feet.
4. Water Lines: All water lines must be a minimum 36-inches below the ditch flow line and cased. Waterlines shall be cased if crossing under the roadway.
5. Utilities in all new developments that have 60 feet or greater of right of way shall be installed within designated locations based upon the type of utility. The locations shall be as follows: (measured from back of right-of-way).
 - Power – 0 to 2 feet, nominally 1'
 - Phone – 2 to 4 feet, nominally 3'
 - Gas – 4 to 6 feet, nominally 5'
 - Cable – 6 to 8 feet, nominally 7'
6. Utilities with less than 60 feet right-of-way in all new developments shall install the utility in a similar manner as referenced in No. 3 above; however, the County Engineer or its designated representative will provide final approval of each utility location.
7. The length of any trench to be opened in advance of the pipe, conduit or ducts may not be longer than 400' if left open over night or unattended.
8. Crossings under a county road shall:
 - a. be bored or jacked. **ABSOLUTELY NO OPEN CUTS WITHIN COUNTY ROAD PAVEMENT;**
 - b. be pressure grouted for the full length of the crossing *if* the annular space between pipe and casing and soil exceeds one (1) inch. Brazos County must be given 24 hours notice of pressure grouting operations and have the opportunity to have an inspector on site to observe pressure grouting operations;

- c. TxDOT Standard Specification Item 476 shall be followed for all boring, jacking, tunneling and joints.
9. Bore Pits:
- a. no pits shall remain open longer than 2 days;
 - b. all pits shall have proper traffic control measures in place. See Traffic Control Plan listed above.
 - c. pits shall NOT be located within ten (10) feet from the edge of pavement without prior approval from the County Engineer or his representative;
 - d. when pits are to remain open for more than 8 hours, due diligence will be used in protecting the spoil pile to prevent drainage problems;
 - e. based upon soil conditions, the County Engineer or his representative may require shoring to protect pavement integrity;
 - f. based upon soil conditions, the County Engineer or his representative may require pits be placed further from the edge of road.
10. Any installation within ten (10) feet of edge of pavement shall meet the following:
- a. location must be approved by the County Engineer or his representative
 - b. backfilled with cement stabilized material.
 - c. based upon soil conditions, the County Engineer or his representative may require shoring to protect pavement integrity.
 - d. all excess water and mud shall be removed from the trench prior to backfilling. Any backfill placed during a rainy period or at other times where excess water cannot be prevented from entering the trench will be considered TEMPORARY and shall be replaced with PERMANENT cement stabilized material as soon as weather permits;
 - e. all disturbed base and pavement materials shall be removed and restored to the satisfaction of the County Engineer or his representatives.
 - f. no side or lateral tamping to fill voids under the base and pavement materials is allowed.
11. Company must be careful to not jeopardize the slope or integrity of the shoulder of the road. In the event Company damages the slope, shoulder or any other portion of the right-of-way, Company will be responsible for repairing the damage and replacing the right-of-way to the condition it was prior to commencing construction.
12. Operation of construction and/or maintenance equipment on the traveled surface of any improved County road will not be permitted, except in an instance whereby the laying, construction, maintenance and/or repair of cables, conduits and/or pole lines cannot be accomplished by any other method and in this event all such equipment shall be of the rubber tire variety. Appropriate traffic control shall be provided meeting TMUTCD requirements.
13. In the event said construction and/or maintenance and/or repair requires Company to remove, cut or jeopardize any section of the road (asphalt, cement, road base, etc.), Company will be required to provide a performance bond or letter of credit securing necessary repairs. Said bond amount will be determined by the County Engineer.
14. The applicant shall submit a letter of "No Objection" from the Army Corps of Engineers for all designated wetlands and environmentally sensitive lands.

E. Emergency work

1. In the event Company is required to perform emergency services, that requires excavation in a County Right of Way, and unable to notify the County Engineer prior to conducting emergency repairs, Company

shall notify County Engineer within 24 hours of beginning construction/repairs. This will allow the County Engineer's Office an opportunity to inspect the site to ensure the integrity of the County Right of Way and traffic safety controls used.

F. Repairs to existing facilities

1. Maintenance and/or repair to existing cables, conduits, and/or pole lines which require disturbance of the soil, shall not be performed until plans describing such maintenance and/or repair have been approved by the County Engineer or its designated representative and a permit has been obtained.

G. Relocation of utilities

1. When and if the County Engineer determines that it is necessary for the construction, repair, improvement, alteration or relocation of all or any portion of said road, any or all poles, wires, pipes, cables or other facilities and appurtenances authorized hereunder, shall be removed from said road, or reset or relocated thereon, as required by the County Engineer within a reasonable time as determined by the County Engineer and Utility Company, and at the expense of the Utility Company.

H. High Pressure Pipelines

1. All utility Permits for high pressure pipelines (generally 60 PSI or greater), whether pertaining to controlled access or non-controlled access installations, should contain the following additional information in the description of the permit.
 - diameter
 - wall thickness
 - material specification
 - minimum yield strength
 - maximum operation pressure of the pipeline
2. With the exception of the maximum operation pressure of the pipeline, this information is to be supplied for both the carrier pipe and the casing.
3. Assurance must also be given that the installation material and design meet the minimum Federal Safety Standards for Liquid and Gas Pipe Lines. Assurance must be provided on company letterhead and signed by an authorized representative of the company.

4. Petroleum Pipelines:

<u>Type of Pipeline</u>	<u>Depth (below deepest ditch grade)</u>	<u>Special Requirements</u>
Encased Pipe	Less than 10'	Must be covered with concrete pad at least 36" deep
Encased Pipe	Greater than 10'	No concrete pad required
Non-Cased Pipe	Less than 10'	Must be covered with concrete pad at least 48" deep
Non-Cased Pipe	Greater than 10'	No concrete pad required

Concrete pad shall be minimum of 3" thick and width shall be pipe diameter plus 18" minimum.

5. Under no circumstances will a pipeline be installed parallel to a County Road within the Right-of-Way. Transmission lines have been determined to be petroleum pipelines (which includes natural gas lines) and shall not be parallel to a County Road.
6. Natural Gas Distribution is a line that serves the final customer.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: Approval of the Treasurer Report for February 2023.

TO: Commissioners Court

DATE: 03/21/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR
ALTERNATIVES: Approval

ATTACHMENTS:

File Name

[DOC009.PDF](#)

[DOC006.PDF](#)

Description

Treasurer Report for February 2023

Treasurer Report Approval Letter

Type

Backup Material

Backup Material

FEBRUARY 2023 TREASURER'S REPORT

FUND NUMBER & NAME	CASH BALANCE 1/31/2023	INCOMING	INVESTED POOL INTEREST - Feb	SUB-TOTAL	DISBURSED	CASH BALANCE 2/28/2023	INVESTED	CK.ACCT.BAL. 2/28/2023
0100 - GENERAL FUND	188,051,671.84	22,529,831.82	388,689.86	210,970,193.52	10,273,461.15	200,696,732.37	113,213,760.33	87,482,972.04
0600 - COMMISSIONERS COURT - NON CAPITAL	(2,230,464.25)	-	-	(2,230,464.25)	-	(2,230,464.25)	-	(2,230,464.25)
1100 - HOTEL OCCUPANCY TAX	4,494,798.20	232,796.76	-	4,727,594.96	329,905.23	4,397,689.73	-	4,397,689.73
1200 - STATE LATERAL ROAD	217,069.95	295.03	-	217,364.98	-	217,364.98	-	217,364.98
1300 - UNCLAIMED FUNDS	405,835.97	551.58	-	406,387.55	-	406,387.55	-	406,387.55
1400 - APPELLATE JUDICIAL SYSTEM FUND	-	-	-	-	-	-	-	-
1401 - COURT FACILITY FUND	-	-	-	-	-	-	-	-
1402 - LANGUAGE ACCESS FUND	-	-	-	-	-	-	-	-
1500 - LAW LIBRARY	(2,941.95)	1,610.00	-	(1,331.95)	4,509.56	(5,841.51)	-	(5,841.51)
1700 - ALTERNATIVE DISPUTE RESOLUTION	-	-	-	-	-	-	-	-
1800 - LEASE FUND	66,029.33	14,872.04	-	80,901.37	10,470.81	70,430.56	-	70,430.56
1900 - COUNTY RECORDS MANAGEMENT	652,050.24	926.22	-	652,976.46	-	652,976.46	-	652,976.46
2000 - COUNTY CLERK MGMT.FUND	1,378,644.83	28,091.89	-	1,406,736.72	25,710.91	1,381,025.81	-	1,381,025.81
2001 - COUNTY CLERK ARCHIVAL FUND	1,305,541.53	21,494.39	-	1,327,035.92	14,616.24	1,312,419.68	-	1,312,419.68
2200 - COURTHOUSE SECURITY FUND	362,444.48	9,453.96	-	371,898.44	42,887.65	329,010.79	-	329,010.79
2201 - JUSTICE COURT SECURITY FUND	182,657.53	2,998.05	-	185,655.58	-	185,655.58	-	185,655.58
2300 - DISTRICT CLERK MANAGEMENT FUND	287,178.63	6,985.69	-	294,164.32	1,196.23	292,968.09	-	292,968.09
2301 - DISTRICT CLERK ARCHIVAL FUND	12,988.52	57.65	-	13,046.17	2,202.03	10,844.14	-	10,844.14
2400 - JUSTICE @ PEACE - TECHNOLOGY FUND	178,677.44	2,555.55	-	181,232.99	117.40	181,115.59	-	181,115.59
2401 - CO.& DIST.COURT TECHNOLOGY FUND	110,247.95	1,011.91	-	111,259.86	-	111,259.86	-	111,259.86
2500 - SPECIAL FORFEITURE FUND	37,046.59	2,735.35	-	39,781.94	139.99	39,641.95	-	39,641.95
2600 - D/A HOT CHECK COLLECT FEES	4,742.06	6.45	-	4,748.51	-	4,748.51	-	4,748.51
2700 - BAIL BOND BOARD FEES	103,313.64	640.42	-	103,954.06	-	103,954.06	-	103,954.06
2800 - VOTER REGISTRATION	(796.00)	-	-	(796.00)	-	(796.00)	-	(796.00)
2900 - VIT INTEREST FUND	325,614.11	2,810.62	-	329,424.73	713.39	328,711.34	-	328,711.34
3000 - COUNTY GRANTS	(29,759.50)	128,001.19	-	98,241.69	320,012.87	(221,771.18)	-	(221,771.18)
3100 - AMERICAN RESCUE PLAN ACT	29,597,177.01	-	91,135.34	29,688,312.35	7,403,072.85	22,285,239.50	22,285,239.50	-
3400 - D/A CRIME FUND	251,447.81	1,276.75	-	252,724.56	2,752.93	249,971.63	-	249,971.63
3500 - PRIMARY ELECTION SERVICES	(7,938.20)	44,456.58	-	36,518.38	6,560.71	29,957.67	-	29,957.67
3901 - BC HOUSING FINANCE CORP	85,034.72	115.57	-	85,150.29	-	85,150.29	-	85,150.29
4317 - 2017 CERTIFICATES OF OBLIGATION	1,088,274.35	1,479.10	-	1,089,753.45	-	1,089,753.45	-	1,089,753.45
4320 - CO 2020	12,370,401.81	2,937.45	37,322.68	12,410,661.94	633,305.75	11,777,356.19	10,246,446.06	1,530,910.13
4500 - GEN.PERMANENT IMPV.	7,953,582.32	-	-	7,953,582.32	135,624.42	7,817,957.90	-	7,817,957.90
5000 - HEALTH & LIFE INSURANCE	9,447,803.75	1,826,892.46	-	11,274,696.21	926,259.61	10,348,436.60	-	10,348,436.60
5800 - COUNTY ATTORNEY OPERATING FUND	66,344.89	160.82	-	66,505.71	1.48	66,504.23	-	66,504.23
6000 - PAYROLL	1,514,550.58	5,103,552.23	-	6,618,102.81	5,076,612.54	1,541,490.27	-	1,541,490.27
9100 - HEALTH DEPARTMENT	2,092,495.90	328,092.13	-	2,420,588.03	337,064.85	2,083,523.18	-	2,083,523.18
9300 - REGIONAL MOBILITY AUTHORITY	28,957.55	39.36	-	28,996.91	5,147.34	23,849.57	-	23,849.57
9700 - COMMUNITY SUPERVISION	986,223.95	223,700.29	-	1,209,924.24	289,394.07	920,530.17	-	920,530.17
TOTAL OF ACCTS.IN POOL	261,387,947.58		517,147.88	292,425,524.77		292,425,524.77		120,838,338.87
4100 - GEN.OBLIG.DEBT SVC.	10,559,321.68	1,112,307.81	25,736.38	11,697,365.87	-	11,697,365.87	9,022,751.18	2,674,614.69
1600 - LOCAL PROVIDER PARTICIPATION	19,940,870.95	32,631.99	-	19,973,502.94	6,646,119.67	13,327,383.27	-	13,327,383.27
TOTAL	271,947,269.26	1,112,307.81	542,884.26	273,602,461.33	-	317,450,273.91	9,022,751.18	136,840,336.83

This report is submitted as true and correct to Commissioners Court by Laura Taylor Davis, Brazos County Treasurer, on 3/28/23.

The State of Texas, County of **BRAZOS**

We, the undersigned, as County Commissioners within and for Brazos County, and the Honorable Duane Peters, County Judge of Brazos County, constituting the entire Commissioners' Court of Brazos County, during a regular meeting of said Court have examined the foregoing report and have caused an order to be entered upon the Minutes of the Commissioners' Court of Brazos County approving said Report as presented and submitted as true and correct by Laura Taylor Davis, Treasurer of Brazos County, as provided for in the Revised Statutes of the State of Texas. (*Texas Local Government Code, 114.026*)

Witness my hand this 28 day of MARCH A.D. 2023



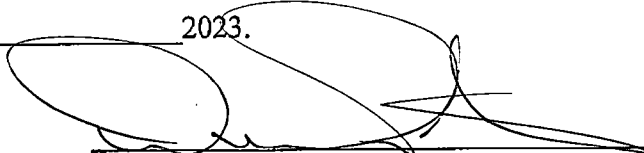
Karen McQueen

County Clerk, County of BRAZOS, State of Texas

Examined and approved in open Commissioners' Court this 28 day of

MARCH

2023.



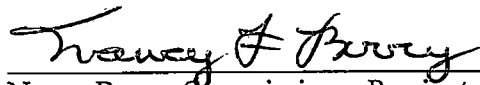
Duane Peters, County Judge



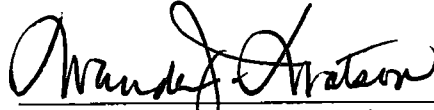
Steve Aldrich, Commissioner Precinct #1



Chuck Konderla, Commissioner Precinct #2



Nancy Berry, Commissioner Precinct #3



Wanda J. Watson, Commissioner Precinct #4

Treasurer's Report for the **MONTH FEBRUARY 2023**



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING:

3/28/2023

ITEM:

Overpayments

- a. Robert & Laurie Chapkin - \$8.66
- b. John & Charlotte Boegner - \$115.77
- c. Ryan Tax Compliance Services, LLC - \$1,122.09
- d. Oro Brazos Minerals - \$1,721.18

TO:

Commissioners Court

DATE:

03/22/2023

FISCAL IMPACT:

False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

ATTACHMENTS:

File Name

Description

Type

[CC Refund Request 3 21 23 \(002\).pdf](#)

Tax Refund Applications

Backup Material

**Kristeen Roe, CTA, PCC
Brazos County Tax Assessor/Collector**

4151 County Park Ct
Bryan TX 77802
979-775-9930
979-775-9938 Fax

REFUNDS PENDING 03/28/2023

REQUESTOR	ROBERT & LAURIE CHAPKIN
ADDRESS	1106 WOODHAVEN CIR COLLEGE STATION TX 77840
OWNER NAME	ROBERT & LAURIE CHAPKIN
PROP ID#	76785
REFUND AMOUNT	\$ 8.66

REQUESTOR	JOHN & CHARLOTTE BOEGNER
ADDRESS	5878 DILLY SHAW TAP RD, BRYAN, TX 77808
OWNER NAME	BOEGNER JOHN % A&B SELF STORAGE
PROP ID#	98916
REFUND AMOUNT	\$115.77

REQUESTOR	RYAN TAX COMPLIANCE SERVICES LLC
ADDRESS	16220 N SCOTTSDALE RD STE 450 SCOTTSDALE AZ 85254
OWNER NAME	CARRIER ENTERPRISE
PROP ID#	335852
REFUND AMOUNT	\$ 1122.09

REQUESTOR	ORO BRAZOS MINERALS
ADDRESS	PO BOX 1209 COCHRANE CANADA AB T4C 1B2
OWNER NAME	ORO BRAZOS MINERALD
PROP ID#	388850
REFUND AMOUNT	\$ 1721.18

REQUESTOR	
ADDRESS	
OWNER NAME	
PROP ID#	
REFUND AMOUNT	

REQUESTOR	
ADDRESS	
OWNER NAME	
PROP ID#	
REFUND AMOUNT	

REQUESTOR	
ADDRESS	
OWNER NAME	
PROP ID#	
REFUND AMOUNT	

REQUESTOR	
ADDRESS	
OWNER NAME	
PROP ID#	
REFUND AMOUNT	

APPLICATION FOR TAX REFUND

Collecting Office Name

Brazos County Tax Office

4151 County Park Court

Bryan, Texas 77802 Ph. 979-775-9930

Collecting Tax for: (taxing entities)

Brazos County, City of Bryan, City of College Station

Bryan ISD, College Station ISD, F1, F2, F3, F4,

City of Kurten, Navasota ISD

OWNER'S NAME AND ADDRESS

CHAPKIN ROBERT S & LAURIE D

1106 WOODHAVEN CIR

COLLEGE STATION TX 77840-2636

PROPERTY DESCRIPTION

Legal: GLENHAVEN ESTATES PH 2, BLOCK 9, LOT 7

Address: 1106 WOODHAVEN CIR ,

Account # 76785

TAX PAYMENT INFORMATION

Name of Taxing Unit
ZREFUND

Tax Year of Refund
2022

Payment Date
02/28/2023

Amount Paid
\$472.07

Refund Amount Requested
\$8.66

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

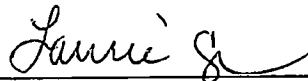
CHAPKIN ROBERT S & LAURIE D

1106 WOODHAVEN CIR

COLLEGE STATION TX 77840-2636

Sign below and return form to the Brazos County Tax Office.

"I hereby apply for the refund of the above-described taxes and certify that the information on this form is true and correct."



Signature

979-846-1624

Phone #

3/12/2023

Date

Lorbanana@yahoo.com

Email Address

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

TAX REFUND DETERMINATION

The tax refund is ☒ Approved ☐ Disapproved


Authorized Officer Signature

3/28/23
Date

Authorized Officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code

TAX RECEIPT

03/21/2023 02:42PM

KRISTEEN ROE, CTA PH# (979) 775-9930
 BRAZOS COUNTY TAX ASSESSOR COLLECTOR
 4151 COUNTY PARK CT
 BRYAN, TX 77802

Receipt Number

3246534

Date Posted 02/28/2023
 Payment Type P
 Payment Code Over/Refund
 Total Paid \$472.07

PAID BY:

CHAPKIN ROBERT S & LAURIE D
 1106 WOODHAVEN CIR
 COLLEGE STATION, TX 77840-2636

Property ID	Geo	Legal Acres	Owner Name and Address								
76785	293000-0009-0070	0.0000	CHAPKIN ROBERT S & LAURIE D								
			1106 WOODHAVEN CIR								
			COLLEGE STATION, TX 77840-2636								
Legal Description											
GLENHAVEN ESTATES PH 2, BLOCK 9, LOT 7											
Situs			DBA Name								
1106 WOODHAVEN CIR											
Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2022	0.00000	0	146311	N	8.66	0.00	0.00	0.00	0.00	8.66
BRAZOS COUNTY	2022	0.42941	336,831	24541	N	94.63	0.00	6.63	0.00	0.00	101.26
CITY OF COLL.											
STAT.	2022	0.52461	319,638	24541	N	109.70	0.00	7.67	0.00	0.00	117.37
COLLEGE STATION											
ISD	2022	1.17810	296,831	24541	N	228.77	0.00	16.01	0.00	0.00	244.78
											472.07
Balance Due As Of 02/28/2023: -8.66											
Tender			Details			Description				Amount	
Check			856							472.07	
										472.07	

Operator Batch
 lemerson 45115 (03032023_LE)

Total Paid
 472.07

APPLICATION FOR TAX REFUND

Collecting Office Name

Brazos County Tax Office

4151 County Park Court

Bryan, Texas 77802 Ph. 979-775-9930

Collecting Tax for: (taxing entities)

Brazos County, City of Bryan, City of College Station

Bryan ISD, College Station ISD, F1, F2, F3, F4,

City of Kurten, Navasota ISD

OWNER'S NAME AND ADDRESS

BOEGNER JOHN

% A&B SELF STORAGE

1711 N EARL RUDDER FWY

BRYAN TX 77803-5167

PROPERTY DESCRIPTION

Legal: ANNA M SIEPMAN, LOT 1, ACRES 3.18

Address: 1741 N EARL RUDDER FREEWAY

Account # 98916

TAX PAYMENT INFORMATION

Name of Taxing Unit
ZREFUND

Tax Year of Refund
2022

Payment Date
01/31/2023

Amount Paid
\$1704.26

Refund Amount Requested
\$115.77

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

BOEGNER JOHN & CHARLOTTE

5878 DILLY SHAW TAP RD

BRYAN TX 77808

Sign below and return form to the Brazos County Tax Office.

"I hereby apply for the refund of the above-described taxes and certify that the information on this form is true and correct."



Signature

979-778-2293

Phone #

3-8-23

Date

charboeg@yahoo.com

Email Address

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

TAX REFUND DETERMINATION

The tax refund is ☒ Approved ☐ Disapproved


Authorized Officer Signature

3/28/23
Date

Authorized Officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code

Authorized Officer Signature

Date

TAX RECEIPT

02/10/2023 11:02AM

** DUPLICATE **

KRISTEEN ROE, CTA PH# (979) 775-9930
BRAZOS COUNTY TAX ASSESSOR COLLECTOR
4151 COUNTY PARK CT
BRYAN, TX 77802

Receipt Number**3244424**

Date Posted	01/31/2023
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$1,704.26

PAID BY:

BOEGNER JOHN & CHARLOTTE
5878 DILLY SHAW TAP ROAD
BRYAN, TX 77808

Property ID	Geo	Legal Acres	Owner Name and Address
98916	572500-0000-0010	3.1800	BOEGNER JOHN % A&B SELF STORAGE 1711 N EARL RUDDER FWY BRYAN, TX 77803-5167
Legal Description			
ANNA M SIEPMAN, LOT 1, ACRES 3.18			
Situs	DBA Name		
1741 N EARL RUDDER FREEWAY	HOMELAND DOOR		

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd.
Z REFUND ENTITY	2022	0.00000	0	146257	N	115.77	0.00	0.00	0.00	0.00	115.77
BRAZOS COUNTY	2022	0.42941	144,869	13228	N	311.04	0.00	0.00	0.00	0.00	311.04
CITY OF BRYAN	2022	0.62400	144,869	13228	N	451.99	0.00	0.00	0.00	0.00	451.99
BRYAN ISD	2022	1.13960	144,869	13228	N	825.46	0.00	0.00	0.00	0.00	825.46
											1,704.26

Balance Due As Of 01/31/2023: -115.77

Tender	Details	Description	Amount
Check	3315		1704.26
			1704.26

Operator	Batch	Total Paid
Iemerson	44771 (02102023_LE)	1,704.26

APPLICATION FOR TAX REFUND

Collecting Office Name

Brazos County Tax Office

4151 County Park Court

Bryan, Texas 77802 Ph. 979-775-9930

Collecting Tax for: (taxing entities)

Brazos County, City of Bryan, City of College Station

Bryan ISD, College Station ISD, F1, F2, F3, F4,

City of Kurten, Navasota ISD

OWNER'S NAME AND ADDRESS

CARRIER ENTERPRISE LLC

% RYAN LLC

PO BOX 56607

ATLANTA GA 30343-0607

PROPERTY DESCRIPTION

Legal: BUSINESS PERSONAL PROPERTY

Address: 10450-SH-30

Account # 335852

TAX PAYMENT INFORMATION

Name of Taxing Unit
ZREFUND

Tax Year of Refund
2022

Payment Date
02/28/2023

Amount Paid
\$11376.66

Refund Amount Requested
\$1122.09

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

RYAN TAX COMPLIANCE SERVICES LLC

PAYING FOR CARRIER ENTERPRISE LLC

16220 N SCOTTSDALE RD STE 450

SCOTTSDALE AZ 85254

Sign below and return form to the Brazos County Tax Office.

"I hereby apply for the refund of the above-described taxes and certify that the information on this form is true and correct."

Melinda Henkel

Signature

812-812-4181

Phone #

Date

03-14-23

melinda.henkel@ryan.com

Email Address

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

TAX REFUND DETERMINATION

The tax refund is ☒ Approved ☐ Disapproved

Authorized Officer Signature

Date

Authorized Officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code

Authorized Officer Signature

Date

TAX RECEIPT

02/28/2023 09:11AM

KRISTEEN ROE, CTA PH# (979) 775-9930
BRAZOS COUNTY TAX ASSESSOR COLLECTOR
4151 COUNTY PARK CT
BRYAN, TX 77802

Receipt Number

3245941

Date Posted 02/28/2023
Payment Type P
Payment Code
Total Paid \$11,376.66

PAID BY:

RYAN TAX COMPLIANCE SERVICES LLC
PAYING FOR CARRIER ENTERPRISES, LLC
16220 NORTH SCOTTSDALE RD SUITE 450
SCOTTSDALES, AZ 85254

Property ID	Geo	Legal Acres	Owner Name and Address
335852	892005-0000-0360	0.0000	CARRIER ENTERPRISE LLC % RYAN LLC PO BOX 56607 ATLANTA, GA 30343-0607
Legal Description			
BUSINESS PERSONAL PROPERTY			
Situs	DBA Name		
10450 SH-30	CARRIER SALES & DISTRIBUTION		

Entity	Year	Rate	Taxable Value	Stmnt #	Void	Original Tax	Dischnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2022	0.00000	0	146307	N	1,122.09	0.00	0.00	0.00	0.00	1,122.09
EMG SVCS DIST #3	2022	0.02550	600,281	22322	N	153.07	0.00	10.71	0.00	0.00	163.78
BRAZOS COUNTY	2022	0.42941	600,281	22322	N	2,577.67	0.00	180.44	0.00	0.00	2,758.11
BRYAN ISD	2022	1.13960	601,349	22322	N	6,852.97	0.00	479.71	0.00	0.00	7,332.68
											11,376.66

Balance Due As Of 02/28/2023: -1122.09

Tender	Details	Description	Amount
Check	1372		11376.66
			11376.66

Operator: Batch: 45045 (02/28/2023 TM) Total Paid: 11,376.66

APPLICATION FOR TAX REFUND

Collecting Office Name

Brazos County Tax Office

4151 County Park Court

Bryan, Texas 77802 Ph. 979-775-9930

Collecting Tax for: (taxing entities)

Brazos County, City of Bryan, City of College Station

Bryan ISD, College Station ISD, F1, F2, F3, F4,

City of Kurten, Navasota ISD

OWNER'S NAME AND ADDRESS

ORO BRAZOS MINERALS

%ELISE RYAN

PO BOX 1209

COCHRANE CANADA AB

T4C 1B2

PROPERTY DESCRIPTION

Legal: KURTEN WOODBINE UNIT TR 129 99021002-129 VESS OIL CORPO/KURTEN (WOODBINE)
.0096091000 O

Address:

Account # 388850

TAX PAYMENT INFORMATION

Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	2022	01/31/2023	\$2274.95	\$1721.18

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

ORO BRAZOS MINERALS

%ELISE RYAN

PO BOX 1209

COCHRANE CANADA AB

T4C 1B2

Sign below and return form to the Brazos County Tax Office.

"I hereby apply for the refund of the above-described taxes and certify that the information on this form is true and correct."

Signature

ELISE RYAN

Date

March 8, 2023

Phone #

1-403-862-3398

Email Address

eliseryan406@gmail.com

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

TAX REFUND DETERMINATION

The tax refund is ☒ Approved ☐ Disapproved

Authorized Officer Signature

Date

3/28/23

Authorized Officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code

TAX RECEIPT

02/06/2023 09:14AM

KRISTEEN ROE, CTA PH# (979) 775-9930
BRAZOS COUNTY TAX ASSESSOR COLLECTOR
4151 COUNTY PARK CT
BRYAN, TX 77802

Receipt Number

3241063

Date Posted 01/31/2023
Payment Type P
Payment Code Over/Refund
Total Paid \$2,274.95

PAID BY:

ORO BRAZOS MINERALS
%ELISE RYAN
PO BOX 1209
COCHRANE CANADA AB
T4C 1B2,

Property ID	Geo	Legal Acres	Owner Name and Address
388850	99-021002-129-O-0990210021290003637	0.0000	ORO BRAZOS MINERALS %ELISE RYAN PO BOX 1209 COCHRANE CANADA AB T4C 1B2,
Legal Description			
KURTEN WOODBINE UNIT TR 129 99021002-129 VESS OIL CORPO/KURTEN (WOODBINE)			
.0096091000 O			
Situs	DBA Name		

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2022	0.00000	0	146179	N	1,721.18	0.00	0.00	0.00	0.00	1,721.18
EMG SVCS DIST #2	2022	0.02239	12,164	96062	N	2.72	0.00	0.00	0.00	0.00	2.72
EMG SVCS DIST #3	2022	0.02550	22,590	96062	N	5.76	0.00	0.00	0.00	0.00	5.76
BRAZOS COUNTY	2022	0.42941	34,754	96062	N	149.24	0.00	0.00	0.00	0.00	149.24
BRYAN ISD	2022	1.13960	34,754	96062	N	396.05	0.00	0.00	0.00	0.00	396.05
											2,274.95

Balance Due As Of 01/31/2023: -1721.18

Tender	Details	Description	Amount
Check	91691550		2274.95
			2274.95

Operator Batch
tmoore 44666 (02/06/2023TM)

Total Paid
2,274.95



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office

NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: • FY 22/23 Budget Amendments 25.01 - 25.06

TO: Commissioners Court

FROM: Nina Payne

DATE: 03/21/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR
ALTERNATIVES: Request approval.

ATTACHMENTS:

File Name

Description

Type

[25_Coversheet.pdf](#)

25 Coversheet

Cover Memo

[25.01 - 25.06.pdf](#)

25.01 - 25.06

Backup Material

BRAZOS COUNTY, TEXAS

BUDGET AMENDMENT(S) FOR THE 2022-2023 BUDGET YEAR

NO. 22/23 25.01 – 25.06

On this the 28th day of March 2023 at a regular meeting of the Commissioners' Court, the following members were present:

A. Duane Peters, County Judge, Presiding
B. Steve Aldrich, Commissioner, Precinct 1
C. Chuck Konderla, Commissioner, Precinct 2
D. Nancy Berry, Commissioner, Precinct 3
E. Wanda Watson, Commissioner, Precinct 4
F. Karen McQueen, County Clerk

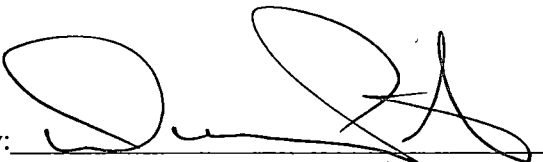
The following proceedings were held:

THAT WHEREAS, on 28th day of March 2023 the Court heard and approved a budget amendment(s) for the 2022-2023 budget year for Brazos County, Texas; and

WHEREAS, expenditure is necessary due to the necessity to meet unusual and unforeseen conditions which could not be reasonably included in the original budget adopted 6 September 2022, the following amendment(s) to the original budget are hereby authorized, as described on the attached page(s).

ADOPTED AND APPROVED this the 28th day of March 2023.

THE COMMISSIONERS COURT OF BRAZOS COUNTY, TEXAS.

By: 
Duane Peters, County Judge

Original: County Clerk's Office and
Attached to the original budget

3/28/2023

[illegible]

General Fund and Courthouse Security Fund

Reallocation of funds to cover the maintenance cost for existing body scanner at the Courthouse.

Date: 3/22/2023

 3/28/23
County Judge Approval Date

[illegible]

3/28/2023

[illegible]

County Records Management

Reallocation of funds to purchase a scanner with the ability to scan thick cardboard like aerial maps, and the printing of very detailed maps or photos.

Date:

NNP
3/22/2023

County Judge Approval

Date

3/28/23

[illegible]


3/28/2023

[illegible]

American Rescue Plan Revenue Replacement - Medical Examiner's Building

To reallocate funds within the American Rescue Plan Revenue Replacement to cover the expenses related to the Medical Examiner's Building.

Date: NNP
3/22/2023

	3/28/23
County Judge Approval	Date


[illegible]

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 25.04
3/28/2023

[illegible][illegible]

To reallocate funds to cover the expenses related to the Medical Examiner's Building.

Date: 3/22/2023

 3/28/23

County Judge Approval	Date
-----------------------	------

[illegible]

3/28/2023

[illegible]

Juvenile Services - TJJD Grant

To recognize revenue from Southeast Texas Juvenile Chief's Association Supplemental and Emergent Funds for the purchase of laptops.

Date: NNP
3/22/2023

	3/28/23
County Judge Approval	Date

[illegible]

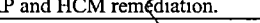
**BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 25.06
3/28/2023**

[illegible]

General Permanent Improvement Fund and County Auditor

To reallocate funds in preparation of the Statement of Work from PMCS/Highstreet for Oracle ERP and HCM remediation.

Date: NNP
3/22/2023


 3/28/23
 County Judge Approval Date

For Oracle Entry Only					
FUND	DIV	ACCT	Change in Budget	ACCOUNT NAME	
45000	63160001	80211000	(500,000.00)	Software	
45000	00000000	91300000	500,000.00	Transfer to General Fund	
01000	00000000	49015000	500,000.00	Transfer from Capital Improvement	
01000	16000006	71025000	500,000.00	Contract Services	



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: • a. Employment & Separations

TO: Commissioners Court

DATE: 03/23/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[Employment Separations - Public - 03-28-2023.pdf](#)

Employment & Separations Cover Sheet

Cover Memo



DOLLAR AMOUNT: \$0.00

Cover Memo

Personnel Change of Status

(Mar 22, 2023)

Commissioners' Court Date: 03-28-2023
Department Submitting Information: Human Resources
Purpose of Submissions: Consider and Take Action on Change

Employment

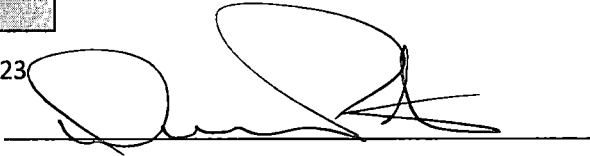
Department Name	Employee Name
Juvenile Services - Detention	Rodriguez, Tiffanie*

Separations

Department Name	Employee Name
Sheriff Office - Jail Administration	Bluhm, Holland
Jail Medical Services	Luther, Darry-Davis
Tax Assessor - Collector - Administration	Rodriguez, Jessica**

Approved in Commissioners' Court: 03-28-2023

County Judge's or Commissioner's Signature:



(This Copy to be attached to minutes)

**PERSONNEL
CHANGE OF STATUS REQUESTS**

Commissioner Court Date: 03-28-2023

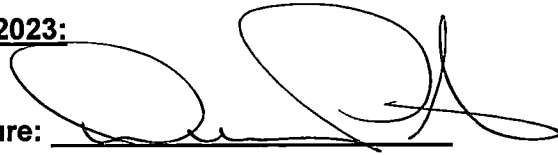
Department Submitting Information: Human Resources

Purpose of Submissions: Consider and Take Action on Change Requests

Department Submitting Request(s)	Employee Request Applies To	Action Requested
Constable Precinct 4	Boone, Brian	Change of Status
Sheriff's Office – Jail	Gonzalez, Jose	Change of Status
	Horton, Charles	Change of Status
	Jackson, Randy	Change of Status
	Nero, Teoshia	Change of Status

Approved in Commissioners' Court: 03-28-2023:

County Judge's or Commissioner's Signature:
(This Copy to be attached to minutes)

A handwritten signature in black ink, appearing to be a cursive or stylized script, is written over a horizontal line. The signature is located to the right of the text 'County Judge's or Commissioner's Signature:'.



BRAZOS COUNTY
BRYAN, TEXAS

CLAIMS

COMMISSIONERS COURT MEETING: **March 28, 2023**

CLAIMS TO BE PAID BY BRAZOS COUNTY:

CLAIMS # 8121244 Thru CLAIM # 8121409

CLAIMS # 9007120 Thru CLAIM # 9007160

The Court voted unanimously to approve these Claims as submitted.

A handwritten signature in black ink, appearing to read "Duane Peters", is written over a horizontal line.

Duane Peters
County Judge

A handwritten signature in black ink, appearing to read "Karen McQueen", is written over a horizontal line.

Karen McQueen
County Clerk



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office

NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: Acknowledgement of FY 2022-2023 Budget to Actuals by Fund as of March 22, 2023.
Acknowledgement of FY 2022-2023 Contingency Budget to Actuals as of March 22, 2023.

TO: Commissioners Court

FROM: Nina Payne

DATE: 03/21/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

[FY_2023_Actuals.pdf](#)

[Contingency_Actuals_FY_2023.pdf](#)

Description

FY 2022-2023 Budget to Actuals as of 3/22/2023

FY 2022-2023 Contingency Budget to Actuals as of
3/22/2023

Type

Backup Material

Budget Amendment

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 01000 General Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Taxes	109,254,629	116,116,899	127,148,000	96,842,444	76%
Charges for Services	12,187,206	14,007,731	11,771,570	5,009,798	43%
Interest Income	851,666	1,233,588	2,440,000	2,470,908	101%
Other Revenue	2,310,582	2,105,454	1,698,700	449,718	26%
Reserves	-	-	51,760,370	-	-
Intergovernmental	7,384,631	9,344,605	8,916,000	7,680,286	86%
Other Financing Sources	630,708	1,565,379	210,000	113,264	54%
Total Revenue	\$132,619,422	\$144,373,655	\$203,944,640	\$112,566,418	55%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	43,230,879	44,652,228	54,453,426	20,953,703	38%
Outside Labor Costs	118,536	186,676	163,000	104,348	64%
Benefits	24,617,595	27,150,252	31,761,343	11,945,959	38%
Discretionary Spending	-	-	22,865,013	-	-
Supplies and Other Charges	6,699,037	7,681,618	16,208,929	4,023,927	25%
Repairs and Maintenance	4,054,859	2,354,842	14,599,252	1,091,801	7%
Minor Acquisitions	(4,884)	-	0	-	-
Contractual Services	6,143,699	8,721,285	6,899,835	3,161,909	46%
Professional Services	4,044,697	4,303,755	12,856,623	2,720,791	21%
Community Contracts	4,325,964	4,615,488	5,717,045	3,120,521	55%
Capital Outlay	5,352,256	5,302,428	16,496,639	2,987,236	18%
Other Financing Uses	1,212,114	4,709,639	21,923,535	294,951	1%
Total Expense	\$99,794,753	\$109,678,212	\$203,944,640	\$50,405,146	25%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 02000 County Health Endowment
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Interest Income	7,694	1,390	-	-
Intergovernmental	86,174	101,339	-	-
Total Revenue	\$93,869	\$102,730	-	-

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Other Financing Uses	-	1,010,633	-	-
Total Expense	-	\$1,010,633	-	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund:06000 Non Capital

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Supplies and Other Charges	491,675	279,430	0	-
Repairs and Maintenance	368,095	192,199	0	-
Contractual Services	254,074	283,040	0	-
Professional Services	3,002	161,021	-	-
Other Financing Uses	197,928	-	-	-
Total Expense	\$1,314,774	\$915,691	\$0	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 11000 Hotel Occupancy Tax Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Taxes	2,261,435	3,360,758	2,600,000	1,239,551	48%
Interest Income	21,684	12,820	3,000	17,431	581%
Other Revenue	750	454	0	1,500	-
Reserves	-	-	638,788	-	-
Total Revenue	\$2,283,870	\$3,374,031	\$3,241,788	\$1,258,482	39%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	134,904	98,264	161,033	35,590	22%
Benefits	64,780	45,799	75,879	18,294	24%
Supplies and Other Charges	34,570	178,495	155,930	20,476	13%
Repairs and Maintenance	224,439	21,600	855,000	-	-
Contractual Services	101,016	127,582	201,790	41,659	21%
Professional Services	5,300	5,300	95,319	5,300	6%
Community Contracts	397,979	914,481	800,000	565,710	71%
Capital Outlay	89,640	20,704	896,837	41,473	5%
Other Financing Uses	-	1,165,715	-	-	-
Total Expense	\$1,052,629	\$2,577,941	\$3,241,788	\$728,502	22%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 12000 State Lateral Road Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Interest Income	1,381	276	300	902	301%
Intergovernmental	30,566	30,417	30,000	30,347	101%
Total Revenue	\$31,947	\$30,693	\$30,300	\$31,249	103%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Capital Outlay	-	-	30,300	-
Total Expense	-	-	\$30,300	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 13000 Unclaimed Property Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Interest Income	2,095	387	200	1,665	833%
Reserves	-	-	65,000	-	-
Total Revenue	\$2,095	\$387	\$65,200	\$1,665	3%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Supplies and Other Charges	-	-	65,200	-
Total Expense	-	-	\$65,200	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 15000 Law Library Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	52,755	28,463	34,000	7,565	22%
Interest Income	390	48	0	18	-
Reserves	-	-	22,000	-	-
Total Revenue	\$53,145	\$28,511	\$56,000	\$7,583	14%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	56,183	59,063	56,000	34,510	62%
Total Expense	\$56,183	\$59,063	\$56,000	\$34,510	62%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 16000 Local Provider Participation
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Taxes	12,418,831	36,793,246	35,500,000	31,090,650	88%
Interest Income	138,097	50,392	10,000	84,436	844%
Other Revenue	138,214	460,822	460,000	397,231	86%
Reserves	-	-	15,300,000	-	-
Total Revenue	\$12,695,142	\$37,304,461	\$51,270,000	\$31,572,317	62%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Community Contracts	27,192,927	26,568,700	51,250,000	10,972,049	21%
Other Financing Uses	20,000	20,000	20,000	20,000	100%
Total Expense	\$27,212,927	\$26,588,700	\$51,270,000	\$10,992,049	21%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 17000 Alternative Dispute
Resolution Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Charges for Services	39,524	0	0	-
Other Financing Sources	25,000	0	0	-
Total Revenue	\$64,524	\$0	\$0	-

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Community Contracts	64,524	0	0	-
Total Expense	\$64,524	\$0	\$0	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 18000 Law Enforcement Education
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Reserves	-	-	65,854	-	-
Intergovernmental	16,866	14,928	14,350	14,872	104%
Total Revenue	\$16,866	\$14,928	\$80,204	\$14,872	19%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	5,780	11,984	80,204	11,871	15%
Total Expense	\$5,780	\$11,984	\$80,204	\$11,871	15%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 19000 County Records
Management Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Charges for Services	205,777	23,569	0	313
Interest Income	5,571	935	0	2,709
Reserves	-	-	673,000	-
Other Financing Sources	226,063	42,545	-	-
Total Revenue	\$437,410	\$67,049	\$673,000	\$3,022

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Salaries and Wages	150,276	35,086	-	-
Benefits	86,456	21,497	-	-
Supplies and Other Charges	6,097	87	673,000	-
Repairs and Maintenance	778	-	-	-
Contractual Services	3,023	524	-	-
Capital Outlay	14,014	-	-	-
Total Expense	\$260,644	\$57,194	\$673,000	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 20000 County Clerk Records
Management Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	333,459	454,677	400,000	147,637	37%
Interest Income	10,710	5,390	1,000	5,837	584%
Reserves	-	-	1,362,000	-	-
Total Revenue	\$344,170	\$460,067	\$1,763,000	\$153,474	9%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	97,330	105,859	119,616	48,981	41%
Benefits	59,644	72,410	78,999	27,704	35%
Supplies and Other Charges	843	21,476	1,439,045	725	0%
Contractual Services	76,923	103,091	125,340	104,969	84%
Total Expense	\$234,740	\$302,836	\$1,763,000	\$182,379	10%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 20010 County Clerk Archival Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	381,325	387,387	390,000	114,620	29%
Interest Income	14,965	5,682	1,000	5,726	573%
Reserves	-	-	1,281,000	-	-
Total Revenue	\$396,290	\$393,069	\$1,672,000	\$120,346	7%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	-	-	1,172,000	-	-
Contractual Services	506,610	299,991	500,000	89,450	18%
Other Financing Uses	172,530	-	-	-	-
Total Expense	\$679,140	\$299,991	\$1,672,000	\$89,450	5%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 22000 Courthouse Security Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	115,216	105,826	86,700	45,356	52%
Interest Income	2,093	180	0	1,734	-
Other Revenue	1,558	-	-	-	-
Reserves	-	-	247,000	-	-
Other Financing Sources	387,223	442,325	294,951	294,951	100%
Total Revenue	\$506,089	\$548,331	\$628,651	\$342,041	54%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	274,968	318,556	407,356	168,529	41%
Benefits	123,712	132,453	203,874	72,131	35%
Supplies and Other Charges	2,777	5,352	4,410	2,796	63%
Repairs and Maintenance	8,333	16,733	12,000	4,367	36%
Community Contracts	-	-	1,011	576	57%
Capital Outlay	-	7,100	-	-	-
Total Expense	\$409,790	\$480,194	\$628,651	\$248,399	40%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 22010 Justice Court Security Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	32,852	33,291	31,000	12,898	42%
Interest Income	1,233	236	0	746	-
Reserves	-	-	171,000	-	-
Total Revenue	\$34,085	\$33,527	\$202,000	\$13,643	7%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Repairs and Maintenance	-	7,821	10,000	-
Contractual Services	-	-	10,000	-
Professional Services	-	8,129	57,000	-
Capital Outlay	-	-	125,000	-
Total Expense	-	\$15,950	\$202,000	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 23000 District Clerk Records
Management Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	18,782	61,726	27,000	32,814	122%
Interest Income	1,891	334	0	1,222	-
Reserves	-	-	240,000	-	-
Total Revenue	\$20,672	\$62,060	\$267,000	\$34,035	13%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	-	-	28,666	5,739	20%
Benefits	-	-	2,366	447	19%
Supplies and Other Charges	-	-	171,668	-	-
Contractual Services	-	-	23,000	19,989	87%
Professional Services	-	-	29,300	-	-
Capital Outlay	-	-	12,000	-	-
Total Expense	-	-	\$267,000	\$26,175	10%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 23010 District Clerk Archival Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	20,070	5,670	7,500	295	4%
Interest Income	499	69	0	64	-
Reserves	-	-	27,000	-	-
Total Revenue	\$20,569	\$5,739	\$34,500	\$359	1%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	34,348	28,569	28,666	10,185	36%
Benefits	2,900	2,233	2,238	792	35%
Professional Services	-	3,522	3,596	-	-
Total Expense	\$37,248	\$34,324	\$34,500	\$10,977	32%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 24000 Justice of the Peace
Technology Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	29,701	28,441	27,500	10,924	40%
Interest Income	1,535	276	-	734	-
Reserves	-	-	168,000	-	-
Total Revenue	\$31,236	\$28,717	\$195,500	\$11,658	6%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	6,014	39,945	169,505	717	0%
Contractual Services	-	798	1,875	889	47%
Professional Services	-	-	24,120	-	-
Total Expense	\$6,014	\$40,743	\$195,500	\$1,606	1%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 24010 County and District Court
Technology Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	8,098	9,750	9,000	3,912	43%
Interest Income	824	146	0	454	-
Reserves	-	-	105,000	-	-
Total Revenue	\$8,922	\$9,896	\$114,000	\$4,366	4%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Supplies and Other Charges	-	-	114,000	-
Total Expense	-	-	\$114,000	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 25000 Forfeiture Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	1,777	7,821	0	3,233	-
Interest Income	329	58	0	155	-
Reserves	-	-	35,000	-	-
Total Revenue	\$2,106	\$7,879	\$35,000	\$3,388	10%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	1,762	-	35,000	725	2%
Total Expense	\$1,762	-	\$35,000	\$725	2%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 26000 District Attorney Hot Check
Collections Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Interest Income	40	7	0	20
Other Revenue	300	75	0	-
Reserves	-	-	4,650	-
Total Revenue	\$340	\$82	\$4,650	\$20

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Supplies and Other Charges	-	-	4,650	-
Total Expense	-	-	\$4,650	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 27000 Bail Bond Board Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Interest Income	897	151	0	429	-
Other Revenue	2,500	2,000	2,000	500	25%
Reserves	-	-	99,000	-	-
Total Revenue	\$3,397	\$2,151	\$101,000	\$929	1%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Salaries and Wages	727	304	4,001	-
Benefits	303	144	1,001	-
Supplies and Other Charges	-	274	95,998	-
Total Expense	\$1,031	\$722	\$101,000	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 28000 Voter Registration Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Interest Income	82	13	0	-	-
Reserves	-	-	8,000	-	-
Intergovernmental	2,120	33,460	54,145	15,733	29%
Total Revenue	\$2,202	\$33,473	\$62,145	\$15,733	25%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	621	1,461	60,345	796	1%
Contractual Services	-	20,201	1,800	15,733	874%
Professional Services	-	20,500	-	-	-
Total Expense	\$621	\$42,162	\$62,145	\$16,529	27%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 29000 Vehicle Inventory Interest
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Taxes	2,590	3,624	2,500	8,380	335%
Interest Income	8,670	4,142	1,250	8,382	671%
Reserves	-	-	312,000	-	-
Total Revenue	\$11,260	\$7,767	\$315,750	\$16,762	5%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	-	-	11,100	-	-
Benefits	-	-	2,777	-	-
Supplies and Other Charges	2,706	5,438	271,373	473	0%
Repairs and Maintenance	-	-	1,000	240	24%
Contractual Services	-	-	2,000	-	-
Professional Services	-	-	7,500	-	-
Capital Outlay	-	-	20,000	-	-
Total Expense	\$2,706	\$5,438	\$315,750	\$713	0%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 30000 Brazos County Grant Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Other Revenue	2,639	-	0	32	-
Reserves	-	-	61,000	-	-
Intergovernmental	5,930,595	5,175,775	3,645,058	1,429,988	39%
Other Financing Sources	489,915	300,769	685,584	-	-
Total Revenue	\$6,423,149	\$5,476,543	\$4,391,642	\$1,430,020	33%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	1,648,314	1,328,022	1,944,843	604,887	31%
Outside Labor Costs	15,452	-	-	-	-
Benefits	728,952	640,754	1,039,951	299,865	29%
Supplies and Other Charges	332,812	233,515	1,257,236	17,940	1%
Repairs and Maintenance	3,461	937,236	8,150	15	0%
Contractual Services	2,609,061	2,055,371	141,462	64,413	46%
Professional Services	-	3,840	-	-	-
Capital Outlay	1,084,853	322,412	-	127,469	-
Total Expense	\$6,422,905	\$5,521,150	\$4,391,642	\$1,114,590	25%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 31000 American Rescue Plan Act

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Interest Income	1,392	(1,392)	0	-	-
Reserves	-	-	29,503,000	-	-
Intergovernmental	6,582,430	8,445,192	0	7,299,824	-
Total Revenue	\$6,583,821	\$8,443,800	\$29,503,000	\$7,299,824	25%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	-	-	147,962	-	-
Benefits	-	-	52,875	-	-
Discretionary Spending	6,419,821	8,445,192	29,302,163	7,299,824	25%
Supplies and Other Charges	84,531	-	-	-	-
Contractual Services	78,078	-	-	132,000	-
Total Expense	\$6,582,430	\$8,445,192	\$29,503,000	\$7,431,824	25%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 33000 Sheriff's Office Crime Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Interest Income	885	267	0	250
Other Revenue	330	1,600	0	-
Reserves	-	-	126,750	-
Total Revenue	\$1,215	\$1,867	\$126,750	\$250

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	9,211	85	92,750	2,842	3%
Repairs and Maintenance	-	-	4,000	1,369	34%
Capital Outlay	11,374	-	30,000	-	-
Other Financing Uses	-	10,000	-	-	-
Total Expense	\$20,585	\$10,085	\$126,750	\$4,211	3%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 34000 District Attorney Crime
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	77,337	80,558	20,000	9,651	48%
Interest Income	1,796	341	0	1,052	-
Reserves	-	-	243,000	-	-
Total Revenue	\$79,133	\$80,899	\$263,000	\$10,703	4%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	10,812	14,390	20,323	8,877	44%
Benefits	6,860	7,935	9,660	4,281	44%
Supplies and Other Charges	6,466	24,089	213,017	7,828	4%
Contractual Services	7,000	314	20,000	180	1%
Capital Outlay	-	5,782	-	-	-
Total Expense	\$31,138	\$52,509	\$263,000	\$21,165	8%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 35000 Primary Election Services
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	63,419	38,109	25,000	70,904	284%
Interest Income	141	67	0	-	-
Reserves	-	-	16,000	-	-
Total Revenue	\$63,560	\$38,176	\$41,000	\$70,904	173%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	6,188	8,563	37,600	-	-
Repairs and Maintenance	-	-	1,000	-	-
Contractual Services	2,439	65,448	2,400	7,324	305%
Total Expense	\$8,628	\$74,011	\$41,000	\$7,324	18%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 39010 Brazos County Housing
Finance Corporation

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	2,853	-	5,000	2,500	50%
Interest Income	1,713	1,004	0	690	-
Reserves	-	-	104,000	-	-
Total Revenue	\$4,566	\$1,004	\$109,000	\$3,190	3%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Supplies and Other Charges	-	323	4,735	-
Professional Services	1,426	-	104,265	-
Total Expense	\$1,426	\$323	\$109,000	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 41000 General Obligation Debt
Service Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Taxes	11,054,562	10,766,578	9,070,000	8,829,713	97%
Interest Income	113,026	89,607	91,000	63,649	70%
Reserves	-	-	100,000	-	-
Other Financing Sources	-	1,165,715	0	-	-
Total Revenue	\$11,167,588	\$12,021,900	\$9,261,000	\$8,893,362	96%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Debt Service	10,748,560	17,009,447	9,261,000	1,209,487	13%
Total Expense	\$10,748,560	\$17,009,447	\$9,261,000	\$1,209,487	13%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 43170 2017 Certificates of
Obligation

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Interest Income	31,353	0	0	4,522
Other Revenue	956	-	0	-
Total Revenue	\$32,308	\$0	\$0	\$4,522

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Capital Outlay	1,748,279	-	-	-
Other Financing Uses	2,021,092	-	-	-
Total Expense	\$3,769,371	-	-	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 43200 2020 Certificates of
Obligation

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Interest Income	212,534	105,757	120,000	183,392	153%
Reserves	-	-	12,115,000	-	-
Other Financing Sources	25,800,928	-	-	-	-
Total Revenue	\$26,013,461	\$105,757	\$12,235,000	\$183,392	1%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	71,109	-	987,592	-	-
Contractual Services	145,000	1,130,456	3,839,519	207,565	5%
Capital Outlay	8,630,076	1,940,552	7,407,889	801,390	11%
Debt Service	126,034	-	-	-	-
Other Financing Uses	10,041,833	-	-	-	-
Total Expense	\$19,014,052	\$3,071,008	\$12,235,000	\$1,008,954	8%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 45000 General Permanent
Improvement Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Other Revenue	-	95,799	-	-
Reserves	-	-	9,472,000	-
Other Financing Sources	12,883,886	5,473,504	20,943,000	-
Total Revenue	\$12,883,886	\$5,569,303	\$30,415,000	-

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	-	-	11,500,000	-	-
Capital Outlay	3,409,858	11,813,336	18,915,000	612,771	3%
Other Financing Uses	-	24,942	-	-	-
Total Expense	\$3,409,858	\$11,838,278	\$30,415,000	\$612,771	2%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 50000 Health and Life Insurance
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	60	-	-	-	-
Interest Income	57,755	11,448	8,000	40,783	510%
Other Revenue	21,501,083	20,909,742	20,212,700	9,935,394	49%
Reserves	-	-	5,800,000	-	-
Total Revenue	\$21,558,897	\$20,921,190	\$26,020,700	\$9,976,177	38%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	177,068	215,192	392,736	94,881	24%
Benefits	75,361	60,911	162,470	45,488	28%
Supplies and Other Charges	54,080	50,614	876,694	15,277	2%
Repairs and Maintenance	93	93	100	-	-
Contractual Services	19,203,282	17,991,568	24,276,500	8,964,957	37%
Professional Services	187,433	289,964	312,200	165,657	53%
Total Expense	\$19,697,317	\$18,608,343	\$26,020,700	\$9,286,260	36%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 93000 Regional Mobility Authority

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Interest Income	694	88	-	135
Reserves	-	-	31,510	-
Total Revenue	\$694	\$88	\$31,510	\$135

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	16,589	10,755	12,122	5,171	43%
Benefits	3,937	2,503	7,114	1,258	18%
Supplies and Other Charges	1,438	1,362	3,728	467	13%
Repairs and Maintenance	12	12	23	-	-
Contractual Services	42	42	1,023	16	2%
Professional Services	7,500	7,500	7,500	7,875	105%
Total Expense	\$29,518	\$22,174	\$31,510	\$14,787	47%

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 01000 General Fund - Contingency

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Pre-Trial Bond Supervision Contingency - 10003000 *	8,867.00	-	8,867.00
Commissioner's Court Contingency - 11001500	4,711,433.00	(353,065.96)	4,358,367.04
District Attorney - Child Protective Services Contingency - 19010000 *	1,900.00	-	1,900.00
Courty Specialty Court Program Contingency - 22700100 *	20,000.00	-	20,000.00
Road and Bridge Contingency - 56001000 *	1,257,800.00	-	1,257,800.00
Total General Fund Contingency	6,000,000.00	(353,065.96)	5,646,934.04

* Can only be used for that program or division

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 11000 HOT Fund Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
HOT Fund Contingency - 11002500	30,000.00	-	30,000.00
Total HOT Fund Contingency	30,000.00	-	30,000.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 13000 Unclaimed Property Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 12005000	49,200.00	-	49,200.00
Total Unclaimed Property Fund Contingency	49,200.00	-	49,200.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 20000 County Clerk Records Management Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 21005000	1,430,545.00	(325,000.00)	1,105,545.00
Total Count Clerk Records Management Fund Contingency	1,430,545.00	(325,000.00)	1,105,545.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 20010 County Clerk Archival Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 21006000	1,172,000.00	-	1,172,000.00
Total Count Clerk Archival Fund Contingency	1,172,000.00	-	1,172,000.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 23000 District Clerk Records Management - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 20005000	171,668.00	(149,231.20)	22,436.80
Total District Clerk Records Management Fund Contingency	171,668.00	(149,231.20)	22,436.80

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 24000 Justice of the Peace Technology Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
JP Technology Administration - 24005000	14,547.00	-	14,547.00
JP Technology - JP #1 - 24005100	5,000.00	-	5,000.00
JP Technology - JP #2 - 24005200	500.00	-	500.00
JP Technology - JP #3 - 24005300	5,000.00	-	5,000.00
JP Technology - JP #4 - 24005400	5,000.00	-	5,000.00
Total Justice of the Peace Technology Fund Contingency	30,047.00	-	30,047.00

* Can only be used for this fund and specific divisions

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 25000 Forfeiture Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Sheriff Forfeiture Fund - 2801000	17,502.00	-	17,502.00
Total Forfeiture Fund Contingency	17,502.00	-	17,502.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 26000 District Attorney Hot Check Collections Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 19006000	4,650.00	-	4,650.00
Total District Attorney Hot Check Collections Fund - Contingency	4,650.00	-	4,650.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 27000 Bail Bond Board Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 12006000	89,338.00	-	89,338.00
Total Bail Bond Board Fund - Contingency	89,338.00	-	89,338.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund:28000 Voter Registration Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 13005000	54,645.00	(42,745.00)	11,900.00
Total Voter Registration Fund - Contingency	54,645.00	(42,745.00)	11,900.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 29000 Vehicle Inventory Interest Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 13006000	244,623.00	(2,500.00)	242,123.00
Total Vehicle Inventory Interest Fund - Contingency	244,623.00	(2,500.00)	242,123.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 30000 Grant Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
HAVA - General Compliance - 212100	55,000.00	-	55,000.00
Texas Indigent Defense Commission - 272200	1,063,320.00	-	1,063,320.00
Metropolitan Planning - 424100	25,570.00	-	25,570.00
Total Grant Fund Contingency	1,143,890.00	-	1,143,890.00

* Can only be used for this fund and specific divisions

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 33000 Sheriff's Office Crime Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 28050000	29,150.00	-	29,150.00
Total Sheriff's Office Crime Fund Contingency	29,150.00	-	29,150.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 34000 District Attorney Crime Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 19200100	195,182.00	-	195,182.00
Total District Attorney Crime Fund Contingency	195,182.00	-	195,182.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 35000 Primary Election Services Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 21130000	30,900.00	(30,300.00)	600.00
Total Primary Election Services Fund Contingency	30,900.00	(30,300.00)	600.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 43200 2020 Certificates of Obligation - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Commissioner's Court Contingency - 11001500	987,592.00	(2.00)	987,590.00
Total 43200 2020 Certificates of Obligation Contingency	987,592.00	(2.00)	987,590.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 45000 General Permanent Improvement Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Commissioner's Court Contingency - 63110001	11,500,000.00	(585,578.98)	10,914,421.02
Total General Permanent Improvement Fund Contingency	11,500,000.00	(585,578.98)	10,914,421.02

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 50000 Health and Life Insurance Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Group Insurance - Admiration - 64005000	748,272.00	-	748,272.00
Health and Wellness Clinic - 64005100	3,157.00	-	3,157.00
Total Health and Life Insurance Fund Contingency	751,429.00	-	751,429.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 55000 Jail Commissary Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Jail Commissary - 28006000	1,131,700.00	(15.00)	1,131,685.00
Total Jail Commissary Fund Contingency	1,131,700.00	(15.00)	1,131,685.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 58000 County Attorney Operating Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 18006000	57,000.00	-	57,000.00
Total County Attorney Operating Fund Contingency	57,000.00	-	57,000.00

* Can only be used for this fund



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 3/28/2023

ITEM: Acknowledgement of monthly reports submitted in March 2023.

TO: Commissioners Court

DATE: 12/12/2022

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

2023-03-23_Monthly_Reports_submitted_for_the_Month_of_March.pdf	Monthly Reports submitted for the Month of March	Backup Material
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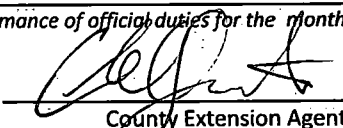
**Texas A&M AgriLife Extension Service
The Texas A&M University System**

MONTHLY SCHEDULE OF TRAVEL AND COMMISSIONERS COURT REPORT

Name: Chadd Caperton		Title: CEA AG/NR		
County: Brazos		Month: Feb-23		
DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
2/1/2023	Master Naturalist Board mtg.	0		
2/2/2023	Office Mnagement	0		
2/3/2023	Office Mnagement	0		
2/6/2023	Office Conference/ Office Management	0		
2/7/2023	Fertilizer & Commodity Outlook program	0		
2/8/2023	D9 Staffing update mtg./ State 4-H Assoc. planning mtg.	0		
2/9/2023	Performance Appraisal	0		
2/10/2023	Performance Appraisal	0		
2/13/2023	San Antonio Stock Show (Lamb/Goats/Heifers)	180		
2/14/2023	San Antonio Stock Show (Lamb/Goats/Heifers)	21		
2/15/2023	San Antonio Stock Show (Lamb/Goats/Heifers)	21		
2/16/2023	San Antonio Stock Show (Lamb/Goats/Heifers)	21		
2/17/2023	San Antonio Stock Show (Lamb/Goats/Heifers)	185		
2/20/2023	Office Management	0		
2/21/2023	Judges & Comm. Conference	19.8		
2/22/2023	Sick Leave	0		
2/23/2023	Crops evaluation/ site visits	39.2		
2/24/2023	Career Ladder Guidelines comm mtg.	0		
2/27/2023	Office Management	0		
2/28/2023	Mtg with Dr. Butler/ Brazos Valley Small Rum. Com. Mtg	12.1		
GRAND TOTAL OF MILES, MEALS AND LODGING		499.1	0	0

I hereby certify this is a true and correct report of activities, travel and other expenses incurred by me in performance of official duties for the month shown.

2/28/23
Date


County Extension Agent

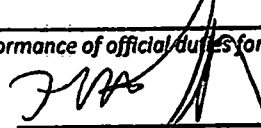
**Texas A&M AgriLife Extension Service
The Texas A&M University System**

MONTHLY SCHEDULE OF TRAVEL AND COMMISSIONERS COURT REPORT

Name: Matthew Pfefier		Title: CEA- 4-H		
County: Brazos		Month: Feb.		
DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
2/1/2023	Office Closed due to winter weather			
2/2/2023	Fort Worth Stock Show- travel to (3400 Burnett Tandy Dr., Forth Worth, 76107)	176	1	1
2/3/2023	Fort Worth Stock Show- return from (4153 County Park Court, Bryan, 77802)	176	1	
2/6/2023	Office mgmt.			
2/7/2023	San Antonio Stock Show- (723 AT&T Center Parkway, San Antonio, 78219)	175	1	1
2/8/2023	San Antonio Stock Show- (4153 County Park Court, Bryan, 77802)	175	1	
2/9/2023	Office mgmt.; Performance Evaluations			
2/10/2023	SA Stock Show- travel to (723 AT&T Center Parkway, San Antonio, 78219)	175	1	1
2/11/2023	SA Stock Show- return from (4153 County Park Court, Bryan, 77802)	175	1	
2/13/2023	Office mgmt.; Office conference @ 10:00			
2/14/2023	Office mgmt.			
2/15/2023	Office mgmt.; steer project visit @ 1:30 (9906 Cotrone- Dix Ln. Bryan, 77807)	34		
2/16/2023	Retag gilt @ 11:00 (15598 Macey Rd., Hearne, 77859), Steer project visit @ 3:30	51		
2/17/2023	Office mgmt.; lamb project visit @ 6:00 (13071 Hill Rd, College Station, 77845)	23		
2/18/2023	Brazos County Dog Show @ 9:00; Farm Bureu Mobile Learning barn @ 10:00			
2/19/2023	San Antonio Stock Show- travel to (723 AT&T Center Parkway, San Antonio, 78219)	175	1	1
2/20/2023	San Antonio Stock Show- barrows/ steers		2	1
2/21/2023	San Antonio Stock Show- barrows/ steers		2	1
2/22/2023	San Antonio Stock Show- barrows/ steers		2	1
2/23/2023	San Antonio Stock Show- barrows/ steers		2	1
2/24/2023	San Antonio Stock Show- return from (4153 County Park Court, Bryan, 77802)	175	1	
2/27/2023	Interview for admin. position @ 10:00; Office conference @ 11:00			
2/28/2023	Office mgmt.			
GRAND TOTAL OF MILES, MEALS AND LODGING		1510	16	8

I hereby certify this is a true and correct report of activities, travel and other expenses incurred by me in performance of official duties for the month shown.

3-3-23
Date


County Extension Agent

Texas A&M AgriLife Extension Service
The Texas A&M University System

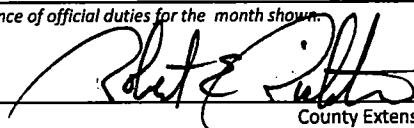
MONTHLY SCHEDULE OF TRAVEL AND COMMISSIONERS COURT REPORT

Name: ROBERT RICHTER		Title: CEA - Horticulture
County: Brazos		Month: FEBRUARY 2023
DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES
2.1.2023	County offices closed due to inclement weather	
2.2.2023	Garden Success radio show (900 Houston St, CS); TNLA program prep	10.6
2.3.2023	TNLA Region II Winter Workshop talk (2811 Hayes Rd, Houston)	182
2.6.2023	Gardening article The Eagle; Office conference	
2.7.2023	Fort Bend Rregional Vegetable Conference presentation (4310 Hwy 36 S, Rosenberg)	
2.8.2023	Reports; D-9 Staff Update meeting; site visit (3919 Park Village, Bryan); meeting with MG President and VP	1.8
2.9.2023	Garden Success radio show (900 Houston St, CS); Performance Review	10.6
2.10.2023	Performance Reviews; office management	
2.13.2023	School garden conference planning meeting; office conference	
2.14.2023	Gardening article The Eagle; MG Board meeting	
2.15.2023	Office management	
2.16.2023	Garden Success radio show (900 Houston St, CS)	10.6
2.17.2023	Ask the Experts about Cool New Houseplants via Zoom	
2.18.2023	Earth-Kind roses talk at The Gardens (600 John Kimbrough, CS)	11.4
2.20.2023	Site visit to Post Oak Forest Residential Community (12 Forest Drive, CS)	4.9
2.21.2023	Gardening article The Eagle; County Judge & Commissioner's Conference at The Expo (5827 Leonard Rd)	19.8
2.22.2023	Presentation at National JMG Training Conference online	
2.23.2023	Garden Success radio show (900 Houston St, CS) + parking; Landownership Working Group Monthly Meeting	10.6
2.24.2023	Annual leave	
2.26.2023	Houston Livestock Show & Rodeo Horticulture Contest Judge (NRG Stadium - NRG Pkwy, Houston)	203
2.27.2023	Annual leave; Gardening article The Eagle	
2.28.2023	Annual leave; MG Member meeting	
GRAND TOTAL OF MILES		465.3

I hereby certify this is a true and correct report of activities, travel and other expenses incurred by me in performance of official duties for the month shown.

3-7-23

Date



County Extension Agent

03/06/2023
DATE

							Birth Long Form				Birth Short Form				Death			Additional Death			Marriage				
Date	Birth Long Form	Birth Short Form	Death	Additional Death	Marriage	Certified Mailing	State Birth 01-300240	Clerk 01-410140	Vital Preservation 01-410145	Total Birth Long Form Collected	DSHS Birth Short Form 01-30024100	Clerk 01-410140	Vital Preservation 01-410145	Total Birth Short Form Collected	Clerk 01-140140	Vital Preservation 01-410145	Total Death Collected	Additional Death Clerk 01-140140	Additional Death Vital Preservation 01-410145	Total Additional Death Collected	Clerk 01-410140	Vital Preservation 01-410145	Total MI Collected	Certified Mailing Collected 01-410140	Total Collected
2/1/2023							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2/2/2023	9		1	6	2	2	16.20	181.80	9.00	207.00	-	-	-	-	20.00	1.00	21.00	18.00	6.00	24.00	40.00	2.00	42.00	14.00	308.00
2/3/2023	2	2			2	3	3.60	40.40	2.00	46.00	3.66	40.34	2.00	46.00	-	-	-	-	-	-	40.00	2.00	42.00	21.00	155.00
2/4/2023							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2/5/2023							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2/6/2023	3				1	1	5.40	60.60	3.00	69.00	-	-	-	-	-	-	-	-	-	-	20.00	1.00	21.00	7.00	97.00
2/7/2023	2	1			3	1	3.60	40.40	2.00	46.00	1.83	20.17	1.00	23.00	-	-	-	-	-	-	60.00	3.00	63.00	7.00	139.00
2/8/2023	1				1	1	1.80	20.20	1.00	23.00	-	-	-	-	-	-	-	-	-	-	20.00	1.00	21.00	7.00	51.00
2/9/2023	2						3.60	40.40	2.00	46.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	46.00
2/10/2023	1				2		1.80	20.20	1.00	23.00	-	-	-	-	-	-	-	-	-	-	40.00	2.00	42.00	-	65.00
2/11/2023							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2/12/2023							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2/13/2023	3				1		5.40	60.60	3.00	69.00	-	-	-	-	-	-	-	-	-	-	20.00	1.00	21.00	-	90.00
2/14/2023	1	1	1	1	6	2	1.80	20.20	1.00	23.00	1.83	20.17	1.00	23.00	20.00	1.00	21.00	3.00	1.00	4.00	120.00	6.00	126.00	14.00	211.00
2/15/2023	1				1	1	1.80	20.20	1.00	23.00	-	-	-	-	-	-	-	-	-	-	20.00	1.00	21.00	7.00	51.00
2/16/2023	3				2	3	5.40	60.60	3.00	69.00	-	-	-	-	-	-	-	-	-	-	40.00	2.00	42.00	21.00	132.00
2/17/2023		1			2		-	-	-	-	1.83	20.17	1.00	23.00	-	-	-	-	-	-	40.00	2.00	42.00	-	65.00
2/18/2023							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2/19/2023							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2/20/2023	4				3	3	7.20	80.80	4.00	92.00	-	-	-	-	-	-	-	-	-	-	60.00	3.00	63.00	21.00	176.00
2/21/2023		1			11	2	-	-	-	-	1.83	20.17	1.00	23.00	-	-	-	-	-	-	220.00	11.00	231.00	14.00	268.00
2/22/2023	1		2	1	3	2	1.80	20.20	1.00	23.00	-	-	-	-	40.00	2.00	42.00	3.00	1.00	4.00	60.00	3.00	63.00	14.00	146.00
2/23/2023		1			10	5	-	-	-	-	1.83	20.17	1.00	23.00	-	-	-	-	-	-	200.00	10.00	210.00	35.00	268.00
2/24/2023							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2/25/2023							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2/26/2023							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2/27/2023	2				3	2	3.60	40.40	2.00	46.00	-	-	-	-	-	-	-	-	-	-	60.00	3.00	63.00	14.00	123.00
2/28/2023	2				2		3.60	40.40	2.00	46.00	-	-	-	-	-	-	-	-	-	-	40.00	2.00	42.00	-	88.00
							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
							-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	37	7	4	8	55	28	66.60	747.40	37.00	851.00	12.81	141.19	7.00	161.00	80.00	4.00	84.00	24.00	8.00	32.00	1,100.00	55.00	1,155.00	196.00	2,479.00



Cash Drawer Summary Report

3/1/2023 7:52:13 AM

Report Range from Feb 01 2023 To Feb 28 2023

BRAZOSCC\acm11180; BRAZOSCC\adp4722; BRAZOSCC\cb4545; BRAZOSCC\cr4138; BRAZOSCC\db11470; others

Payment Method	Expected Amount
Banks and Banks	\$24.00
BTU	\$1,948.00
CITY OF BRYAN	\$930.00
CITY OF COLLEGE STATION	\$433.00
CRRG INC	\$112.20
CSC Global	\$12,766.00
Direct deposit payment	\$71,960.00
Ellison Firm	\$10.00
eRecording Partners	\$21,790.00
Hoelscher Lipsey and Elmore	\$21.00
Lawyers Title	\$13.00
Michael Middleton	\$82.00
Payment by cash.	\$6,822.00
Payment by Check	\$30,245.29
Payment through credit card	\$16,932.00
Payment void refund	(\$5,872.00)
Permitium LLC	\$2,479.00
ROCA LAND and ROW LLC	\$61.00
Rodgers Miller and Rodriguez	\$10.90
Simplifile	\$32,844.00
TANGENT LAND LLC	\$16.00
THE PAYNE LAW GROUP	\$49.00
University Title Company	\$226.00
UPCHURCH YATES LLP	\$30.00
Total Payments	\$193,932.39

Fee Distribution Summary

GL Code	Account Description	Amount
ACCT PYMT	Account payments	\$74,448.00
01-002001	Archive	\$19,720.00
01-410140	Birth Copy Fee	\$6,561.61
01-300240	Birth State Fee	\$381.60
01-410140	Brand	\$10.00
01-410140	Certified Copy	\$405.00
01-410140	Certified Mail	\$196.00
01-410140	Copies	\$5,281.20
01-410140	County Clerk	\$14,100.94
22-410180	Courthouse Security	\$2,002.00
01-30024100	DSHS Birth State Fee	\$206.79
01-300555	Family Trust	\$920.00
01-410760	Garbage Stickers	\$150.00
01-300556	Home Visiting Program	\$90.00
01-410140	Recording Fee	\$46,305.25
20-410140	Records Preservation	\$20,620.00
01-300550	State Marriage	\$1,915.00
01-410145	Vital Records Preservation	\$619.00
	Total Fees	\$193,932.39

Journal Summary



Cash Drawer Summary Report

3/1/2023 7:52:13 AM

Report Range from Feb 01 2023 To Feb 28 2023

BRAZOSCC\acm11180; BRAZOSCC\adp4722; BRAZOSCC\cb4545; BRAZOSCC\cr4138; BRAZOSCC\db11470; others

	GL Code	Account	Debits	Credits
ASSETS	Credit Card	Payment through credit card	\$16,932.00	\$0.00
	Check	Payment by Check	\$30,245.29	\$0.00
	Void Refund	Payment void refund	(\$5,872.00)	\$0.00
	Cash	Payment by cash.	\$6,822.00	\$0.00
	Company Account	Payment through company account.	\$73,845.10	\$0.00
	Direct Deposit	Direct deposit payment	\$71,960.00	\$0.00
LIABILITY	Clerk Company Account	CRRG INC	\$0.00	(\$500.00)
	Clerk Company Account	eRecording Partners	\$0.00	(\$20,912.00)
	Clerk Company Account	Permitium LLC	\$0.00	(\$1,287.00)
	Clerk Company Account	CITY OF COLLEGE STATION	\$0.00	(\$629.00)
	Clerk Company Account	CSC Global	\$0.00	(\$15,394.00)
	Clerk Company Account	Michael Middleton	\$0.00	(\$200.00)
	Clerk Company Account	Simplifile	\$0.00	(\$33,716.00)
	Clerk Company Account	BTU	\$0.00	(\$1,028.00)
	Clerk Company Account	CITY OF BRYAN	\$0.00	(\$782.00)
REVENUE	20-410140	Records Preservation	\$0.00	(\$20,620.00)
	01-300556	Home Visiting Program	\$0.00	(\$90.00)
	01-410140	Brand	\$0.00	(\$10.00)
	01-300240	Birth State Fee	\$0.00	(\$381.60)
	01-300555	Family Trust	\$0.00	(\$920.00)
	01-410140	County Clerk	\$0.00	(\$14,100.94)
	01-30009500	Permitium	\$0.00	(\$1,287.00)
	22-410180	Courthouse Security	\$0.00	(\$2,002.00)
	01-410140	Certified Mail	\$0.00	(\$196.00)
	01-410145	Vital Records Preservation	\$0.00	(\$619.00)
	01-30024100	DSHS Birth State Fee	\$0.00	(\$206.79)
	01-410140	Birth Copy Fee	\$0.00	(\$6,561.61)
	01-410140	Copies	\$0.00	(\$5,281.20)
	01-410140	Recording Fee	\$0.00	(\$46,305.25)
	01-410760	Garbage Stickers	\$0.00	(\$150.00)
	01-002001	Archive	\$0.00	(\$19,720.00)
	01-300550	State Marriage	\$0.00	(\$1,915.00)
	01-410140	Certified Copy	\$0.00	(\$405.00)
		Total	\$193,932.39	(\$195,219.39)



Report Range from Feb 01 2023 To Feb 28 2023

Account Code	Account Name	Starting Balance	Payments	Withdrawals	Ending Balance	# of Filings
AD Main	Angelle and Donohue	\$1,209.00	\$0.00	\$0.00	\$1,209.00	0
ASDS	ALL STATE DOCUMENT SERVICES	\$160.00	\$0.00	\$0.00	\$160.00	0
ATC	AGGIELAND TITLE COMPANY	\$46.00	\$0.00	\$0.00	\$46.00	0
BB Main	Banks and Banks	\$92.80	\$0.00	\$24.00	\$68.80	0
BG Main	Bruchez Goss	\$239.00	\$0.00	\$0.00	\$239.00	0
bh	BOBBIE HOUSTON	\$21.00	\$0.00	\$0.00	\$21.00	0
BRYANCITY	CITY OF BRYAN	(\$791.00)	\$782.00	\$930.00	(\$939.00)	12
BTU	BTU	(\$906.00)	\$1,028.00	\$1,948.00	(\$1,826.00)	18
CLI Main	Centurion Land Inc	\$680.00	\$0.00	\$0.00	\$680.00	0
CM	CADDO MINERALS	\$0.00	\$0.00	\$0.00	\$0.00	0
CRRG INC	CRRG INC	\$52.80	\$500.00	\$112.20	\$440.60	0
CS	CARLOMAGNO SURVEYING INC	\$15.00	\$0.00	\$0.00	\$15.00	0
CSC	CSC Global	(\$15,394.00)	\$15,394.00	\$12,766.00	(\$12,766.00)	277
CSCITY	CITY OF COLLEGE STATION	(\$2,161.00)	\$629.00	\$433.00	(\$1,965.00)	10
CTR	CENTRAL TEJAS RESEARCH TITLE SERVICES	\$232.60	\$0.00	\$0.00	\$232.60	0
DEG Main	Dyson Energy Group	\$199.00	\$0.00	\$0.00	\$199.00	0
DLF	DAVIS LAW FIRM	\$99.00	\$0.00	\$0.00	\$99.00	0
DS Main	David Stasny	\$133.90	\$0.00	\$0.00	\$133.90	0
EAST TX TTL	EAST TEXAS TITLE	\$1,020.00	\$0.00	\$0.00	\$1,020.00	0
EF Main	Ellison Firm	\$77.00	\$0.00	\$10.00	\$67.00	0
Enverus	Enverus	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0
EPN	eRecording Partners	(\$20,912.00)	\$20,912.00	\$21,790.00	(\$21,790.00)	398
eRx	eRx	\$0.00	\$0.00	\$0.00	\$0.00	0
HLE Main	Hoelscher Lipsey and Elmore	\$126.70	\$0.00	\$21.00	\$105.70	0
JB Main	Joshua Benn	\$0.00	\$0.00	\$0.00	\$0.00	0
KE Main	Kling Engineering	\$7.00	\$0.00	\$0.00	\$7.00	0
KS Main	Kerr Surveying	\$75.00	\$0.00	\$0.00	\$75.00	0
LL Main	LAnderson	\$6.00	\$0.00	\$0.00	\$6.00	0
LT Main	Lawyers Title	\$887.80	\$0.00	\$13.00	\$874.80	0
McCreary Main	McCreary Veselka Bragg and Allen	\$197.00	\$0.00	\$0.00	\$197.00	0
MM Main	Michael Middleton	\$25.00	\$200.00	\$82.00	\$143.00	0
MTH Main	Moorman Tate Haley	\$25.00	\$0.00	\$0.00	\$25.00	0
Permitium	Permitium LLC	\$3,969.00	\$1,287.00	\$2,479.00	\$2,777.00	0
PETRO Main	Petroso LLC	\$6.00	\$0.00	\$0.00	\$6.00	0
PLS Main	Payne Land Surveying	\$200.00	\$0.00	\$0.00	\$200.00	0
PS MAIN	PENTERRA SERVICES	\$161.00	\$0.00	\$0.00	\$161.00	0
RASINC MAIN	ROGER A SOAPE INC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0
RL ROW	ROCA LAND and ROW LLC	\$1,475.70	\$0.00	\$61.00	\$1,414.70	0
RMR Main	Rodgers Miller and Rodriguez	\$79.10	\$0.00	\$10.90	\$68.20	0
RT Main	Richard Talbert	\$165.00	\$0.00	\$0.00	\$165.00	0
Simplifile	Simplifile	(\$33,716.00)	\$33,716.00	\$32,844.00	(\$32,844.00)	645
SLT Main	South Land Title FKA BCAC	\$163.00	\$0.00	\$0.00	\$163.00	0
SN	Sunny Nash	\$99.00	\$0.00	\$0.00	\$99.00	0
SS Main	Strong Surveying	\$39.00	\$0.00	\$0.00	\$39.00	0
TL	TANGENT LAND LLC	\$282.90	\$0.00	\$16.00	\$266.90	0
TM	TITLEMADE	\$0.00	\$0.00	\$0.00	\$0.00	0
TPLG	THE PAYNE LAW GROUP	\$102.00	\$0.00	\$49.00	\$53.00	0
TWA Main	Ted Walters and Associates	\$2,092.00	\$0.00	\$0.00	\$2,092.00	0
UE Main	UpperLine Energy	\$40.00	\$0.00	\$0.00	\$40.00	0
UTC Main	University Title Company	\$851.70	\$0.00	\$226.00	\$625.70	2
UY	UPCHURCH YATES LLP	\$97.00	\$0.00	\$30.00	\$67.00	0
WH Main	Wes Hall	\$10.00	\$0.00	\$0.00	\$10.00	0



Honorable Karen McQueen
Brazos County Clerk
Bryan, Texas

Company Accounts Summary

3/1/2023 8:00:19 AM

Report Range from Feb 01 2023 To Feb 28 2023

Account Code	Account Name	Starting Balance	Payments	Withdrawals	Ending Balance	# of Filings
WWAG	WEST WEBB ALLBRITTON GENTRY	\$0.00	\$0.00	\$0.00	\$0.00	0
YA	YOUNGKIN AND ASSOCIATES	\$278.00	\$0.00	\$0.00	\$278.00	0
Totals		(\$55,943.00)	\$74,448.00	\$73,845.10	(\$55,340.10)	1362



Voids Report

3/1/2023 8:01:27 AM

Report Range from Feb 01 2023 To Feb 28 2023

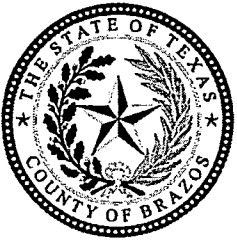
Cash Drawer	Order Number	Order Date	Voided Amount	
BRAZOSCC\mo4512	20230210000102	2/10/2023 2:54:15 PM	-5790.00	
Filled By	Date	Check Number	Amount Received	Comment
Positive Payments				
Oliver, Michele	2/10/2023 2:54:15 PM	9516513027	\$5,790.00	PAYMENT OF CASH DEPOSIT IN LIEU BOND #6259
Voided Payments				
Cao, Thao	2/10/2023 3:09:56 PM		(\$5,790.00)	VOIDED 02/10/2023 03:09 PM
Type	Document Number			
Registry				
BRAZOSCC\Velliott	20230217000116	2/17/2023 3:52:58 PM	-82.00	
Filled By	Date	Check Number	Amount Received	Comment
Positive Payments				
Elliott, Victoria	2/17/2023 3:52:58 PM	20162629	\$82.00	ML 90190
Voided Payments				
Cao, Thao	2/17/2023 4:05:39 PM		(\$82.00)	VOIDED 02/17/2023 04:05 PM
Type	Document Number			
EForms Marriage License				
Total Voided Amount			-5872.00	



Entire Office	Cash	8,060.00		
	Cash Change	(1,238.00)		
	Check	24,455.29		
	Company Account	73,845.10		
	Credit Card	16,850.00		
	Direct Deposit	71,960.00		
			193,932.39	Total

Main Office

	Cash	8,060.00		
	Cash Change	(1,238.00)		
		<u>6,822.00</u>	6,822.00	
	Check	24,455.29		
		<u>24,455.29</u>	31,277.29	
	Company Account	73,845.10		
	Credit Card	16,850.00		
	Direct Deposit	71,960.00		
		<u>162,655.10</u>	193,932.39	Location Total
			193,932.39	Final Total



**Karen McQueen
Brazos County Clerk**

Karen McQueen
300 E. 26th Street, Suite 1430
Bryan, Texas 77803
Main: (979) 361-4128
Fax: (979) 361-4125

Receipt: 20230202000001
Date: 02/02/2023
Time: 07:54AM
By: Amber Moehlman
Station: CCLERK05
Status: ORIGINAL COPY

Recording Fees

Item No.	Item	Document No.	Serial No.	Amount
1	Account Payment	-		\$15,394.00

Collected Amounts

Item No.	Payment	Transaction Id	Comment	Amount
1	Direct Deposit		CSC GLOBAL	\$15,394.00

Total Received: \$15,394.00

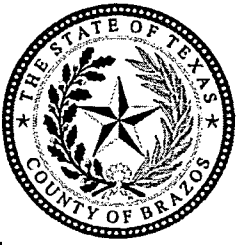
Order Total: \$15,394.00

Change Due: \$0.00

CSC Global
OPTION 3 ON PHONE

Thank you.

For more information about the County Clerk's office and to search property records online, please visit www.brazoscountytexas.gov



**Karen McQueen
Brazos County Clerk**

Karen McQueen
300 E. 26th Street, Suite 1430
Bryan, Texas 77803

Main: (979) 361-4128

Fax: (979) 361-4125

Receipt: 20230202000002

Date: 02/02/2023

Time: 07:56AM

By: Amber Moehlman

Station: CCLERK05

Status: ORIGINAL COPY

Recording Fees

Item No.	Item	Document No.	Serial No.	Amount
1	Account Payment	-		\$20,912.00

Collected Amounts

Item No.	Payment	Transaction Id	Comment	Amount
1	Direct Deposit		eRecording Partners	\$20,912.00

Total Received: \$20,912.00

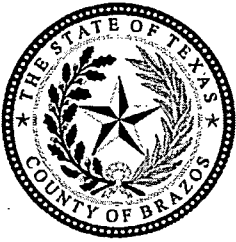
Order Total: \$20,912.00

Change Due: \$0.00

eRecording Partners

Thank you.

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**Karen McQueen
Brazos County Clerk**

Karen McQueen
300 E. 26th Street, Suite 1430
Bryan, Texas 77803

Main: (979) 361-4128

Fax: (979) 361-4125

Receipt: 20230202000003

Date: 02/02/2023

Time: 07:57AM

By: Amber Moehlman

Station: CCLERK05

Status: ORIGINAL COPY

Recording Fees

Item No.	Item	Document No.	Serial No.	Amount
1	Account Payment	-		\$33,716.00

Collected Amounts

Item No.	Payment	Transaction Id	Comment	Amount
1	Direct Deposit		Simplifile	\$33,716.00

Total Received: \$33,716.00

Order Total: \$33,716.00

Change Due: \$0.00

Simplifile
5072 NORTH 300 WEST
PROVO, UT 84604

Thank you.

For more information about the County Clerk's office and to search property records online, please visit www.brazoscountytexas.gov

Receipt Journal by Fund and Fee Code

TXBRAZOSPROD

Transaction Date Range: 02/01/2023 - 02/28/2023

Fee Code Summary

	Gross		Positive Adjustments		Negative Adjustments		Net	
	Amount	Number	Amount	Number	Amount	Number	Amount	Number
Fee Code Summary Totals	15,500.00	949	0.00	0	(1,253.00)	(47)	14,247.00	902

Receipt Journal by Fund and Fee Code

TXBRAZOSPROD

Transaction Date Range: 02/01/2023 - 02/28/2023 Sorted by: By date, by receipt number

Tills: CC Adjustment Till,eFile Till - County Clerk,Patsy Davis' Till,Teresa Ramirez's Till

County Clerk County Court CCL #1 CCL #2

Appellate Civil Criminal Family Probate or Mental Health

Adjustments Impacting Receipts Transactions					
Receipt Number	Case No. / Payor	Date	Totals	Fee Totals	Cashier / Station
2023-012828	Solymosy, Mary Ellen 18877-PC	AuditID: 4408577 02/06/2023	(390.00)	(390.00)	Peters-Bowman, Ashlie CC4
2023-012823	Lyons, Karren Barber 18873-PC	AuditID: 4408572 02/06/2023	(390.00)	(390.00)	Peters-Bowman, Ashlie CC4
2023-012829	MOORE, JON DEREK 18878-PC	AuditID: 4408590 02/06/2023	(473.00)	(473.00)	Peters-Bowman, Ashlie CC4
Fee Code Totals			(1,253.00)	(1,253.00)	

	Totals	Fee Totals
Total Receipts	15,500.00	15,500.00
Total Adjustments Impacting Receipts	(1,253.00)	(1,253.00)
Final Fee Code Totals	14,247.00	14,247.00