



MINUTES

NOVEMBER 5, 2024

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, November 5, 2024 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, Absent;

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 - Judge Peters

2. Call for Citizen input and/or concerns

Mark Holtzapple spoke on election integrity and encouraged the Court to consider hand counting paper ballots. A copy of Mr. Holtzapple's comments were submitted for the minutes and are attached hereto.

Consider and take action on agenda items: 3 - 18

3. Approval of Nomination of Silas Garrett to the Brazos Central Appraisal District Board of Directors.

The Court voted unanimously to approve Resolution 24-023 for the nomination of Silas Garrett to the Brazos Central Appraisal District Board of Directors.

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

4. Approval requested from Veteran Services Officer for acceptance of four \$25.00 Walmart gift cards to be given to Veterans.

A copy of the donation form is attached.

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

5. Approval of the following Job Description:
 - a. Commissioner's Court - B0117 - Receptionist

A copy of the job description is attached.

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

6. Approval requested from Human Resources to write off outstanding account receivables in the amount of \$3,230.39. This amount is believe to be uncollectible.

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

7. Approval of Amendment #1 to Contract #25-022 Copier Maintenance with Texas Document Solutions to decrease the number of machines on the service contract.

A copy of the amended contract 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 Renewal #25-065R Post Accident and CDL Drug and Alcohol Testing for Brazos County with Anytime Analysis.

A copy of the renewal of contract is attached.

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

9. Permission to Advertise CIP #25-560 Architect for 101 North Texas Avenue.

Project Manger Trevor Lansdown, provided and update on the status and funding of the 101 North Texas Avenue Project.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 4-1. Ayes: Berry, Konderla, Peters, Watson. Nays: Aldrich.

10. Permission to Advertise CIP #25-563 Construction Manager at Risk for 101 North Texas Avenue.

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 Pricing Proposals for Commissioning Services with Tom Green & Company Engineers, Inc.
 - a. CIP #25-567 Road & Bridge Office Building for \$145,000.00
 - b. CIP #25-568 Medical Examiner's Office Building for \$375,000.00

A copy of the proposals is attached.

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

12. Tax Refund Applications for the following:

Overpayments

- a. KJMC/Southern Comfort Homes - \$12.98
- b. KJMC/Southern Comfort Homes - \$123.37
- c. KJMC/Southern Comfort Homes - \$92.23
- d. University Title Company - \$300.37
- e. University Title Company - \$629.21
- f. Jesus Lopez - \$10.51

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

13. Commissioners Court minutes for the following dates:

- a. October 01, 2024 - Regular Meeting
- b. October 08, 2024 - Regular Meeting
- c. October 14, 2024 - Workshop Session
- d. October 15, 2024 - Regular Meeting
- e. October 22, 2024 - Regular Meeting
- f. October 29, 2024 - Regular Meeting

Commissioner Berry and Commissioner Watson thanked the administrative staff for the great job they do on the minutes each week.

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

14. Budget Amendments.

- a. FY 23/24 Budget Amendments 54.01 - 54.02
- b. FY 24/25 Budget Amendments 6.01 - 6.04

a. FY 23/24

54.01 - Reallocate funds for Hotel Occupancy Tax.

54.02 - Reallocate funds for Capital Improvement.

b. FY 24/25

6.01 - Reallocate funds for Information Technology.

6.02 - Reallocate funds for Sheriff Office - Jail.

6.03 - Reallocate funds for Road & Bridge.

6.04 - Transfer funds from Contingency to Constable Precinct 2.

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

15. Personnel Change of Status.

- Approval for Personnel Change of Status

A copy of the Personnel Change of Status is attached.

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

16. Payment of Claims.

Approval of Payment of Claims

- a. 8206089 - 8206203
- b. 9202702 - 9202756

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

17. Convene into Executive Session pursuant to the following:

a. Texas Government Code §551.071 to consult with attorney about legal issues raised in connection with awarding a contract.

b. Texas Government Code §551.071 to consult with Attorney regarding contemplated litigation.

At this point, the County Judge announced the Court would consider items 19 through 22 and then return to convene into Executive Session.

Having considered the previously noted agenda items, at 10:18 a.m. the County Judge stated that the Court would convene into Executive Session to deliberate pursuant to Section 551.074 as stated above.

a. Texas Government Code §551.071 to consult with attorney about legal issues raised in connection with awarding a contract.

The following individuals were asked to stay for the session:

Cheryl Coffman, Executive Assistant

Ed Bull, Chief of Staff/Civil Counsel

Bruce Erratt, General Counsel

Allison Lindblade, Assistant General Counsel

b. Texas Government Code §551.071 to consult with Attorney regarding contemplated litigation.

The following individuals were asked to stay for the session:

Cheryl Coffman, Executive Assistant

Ed Bull, Chief of Staff/Civil Counsel

Bruce Erratt, General Counsel

Allison Lindblade, Assistant General Counsel

18. Consider and possible action on Executive Session.

At 10:46 a.m. the County Judge announced the meeting open to the public and announced that no action would be taken on the Closed Executive Session.

19. Acknowledgement of the 2024-2025 Budget to Actuals by Fund as of October 30, 2024.

Acknowledgement of the 2024-2025 Contingency Budget to Actuals by Fund as of October 30, 2024.

The Court acknowledged receipt of the 2024-2025 Budget to Actuals by Fund and Contingency Fund Budget to Actuals as of October 30, 2024.

20. Juvenile director's report on detention population.

Judge Peters reported on behalf of Juvenile Director Linda Ricketson, there are 28 juveniles in the detention center, 21 are male, 7 are female, and 34 have electronic monitors.

21. Sheriff's report on inmate population.

Lieutenant Garrett House reported there are 782 inmates in jail, 645 inmates are male, 137 are female, and 36 have electronic monitors.

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

Commissioner Konderla invited the community to attend a public meeting to discuss the Inner Loop East Study on November 17, 2024 at the Brazos Center, from 5:00 pm to 7:00 pm. He encouraged the community to provide feedback and suggestions on the proposed design. Commissioner Aldrich and Commissioner Berry echoed Commissioner Konderla's sentiments and reiterated the importance of community input on this project.

The Court strongly encouraged the community to get out and vote noting, every vote counts.

23. Adjourn.



FILED

2024 NOV -1 P 2:08

KAREN M. GLENN, COUNTY CLERK
BRAZOS COUNTY, BRAZOS TEXAS
By: *William McCoy*

**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 NOVEMBER 5, 2024 AT 10:00 AM IN THE
COMMISSIONERS COURTROOM OF THE BRAZOS COUNTY
ADMINISTRATION BUILDING, 200 S. TEXAS AVENUE, SUITE 106,
BRYAN, TX 77803, THE PUBLIC MAY WATCH THE MEETING LIVE
AT FACEBOOK.COM/BRAZOSCOUNTYTX
THE PUBLIC MAY WATCH THE MEETING LIVE ON THE BRAZOS
COUNTY COMMISSIONERS COURT YOUTUBE CHANNEL AT:
[HTTPS://WWW.YOUTUBE.COM/@BRAZOSCOUNTY3227](https://www.youtube.com/@BRAZOSCOUNTY3227).**

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

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 15. Personnel Change of Status.
 - Approval for Personnel Change of Status
 16. Payment of Claims.
Approval of Payment of Claims
 - a. 8206089 - 8206203
 - b. 9202702 - 9202756
 17. Convene into Executive Session pursuant to the following:
 - a. Texas Government Code §551.071 to consult with attorney about legal issues raised in connection with awarding a contract.
 - b. Texas Government Code §551.071 to consult with Attorney regarding contemplated litigation.
 18. Consider and possible action on Executive Session.
 19. Acknowledgement of the 2024-2025 Budget to Actuals by Fund as of October 30, 2024.
Acknowledgement of the 2024-2025 Contingency Budget to Actuals by Fund as of

October 30, 2024.

20. Juvenile director's report on detention population.
21. Sheriff's report on inmate population.
22. Announcement of interest items and possible future agenda topics.
23. 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 Brazos County Administration Building, 200 S. Texas Avenue, 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

5th DAY OF November, 2024
10:00 AM/PM, Regular

Name

(PLEASE PRINT)

Ashlie Peters-Bauman

Victoria Limon McCoy

Sharif Lowe

Aubrey Suggett

Cheryl Coffman

Marsha Anderson

Bruce Eratt

Wayne Dickey

Paul Martinez

Linda Pinkston

Ratie Conner

Nina Payne

Bob Lanier

MARY HOLTZAPPLE

Trevor Lansdown

Organization

(PLEASE PRINT)

Co. Clerk's off

Co. Clerk's off

Com Court

Com Court

Com Court

Co. Judge

Co. Judge

SO

SO

Juv

Auditor

Budget

Project Mgmt.

CITIZEN

Project Mgmt

no show

BRAZOS COUNTY COMMISSIONER'S COURT

5th DAY OF November, 2024
10:00 AM PM, Regular

Name

(PLEASE PRINT)

Wm. Charles Wundt
Celina Nava
Kathryn Battles
Carroll House
Marcie Turner
Spencer Mays
Charles Coats
Jeff Reame
Asst. Tilson
Mike Street
Allison Lindhail
Joe Allen
Kimberly Rouse
Ed Bull
Kevin Taylor

Organization

(PLEASE PRINT)

Purchasing
↓
BCSO
Auditor
Budget
BCS Habitat
Constable Dist. 1
AgribLife DNR
Citizen
Co Judge
BVCOG
CO Judge
comm court
IT

BRAZOS COUNTY COMMISSIONER'S COURT

5th DAY OF November, 2024
10:00 AM/PM, Regular

Name

(PLEASE PRINT)

Organization

(PLEASE PRINT)

Cristian Villarreal

Treas

Donald Lampo

Const. Pct 2

TJ Solet her

BoA

Raeanna McConatry

HR

Jennifer Sagar

HR

Barbara Smith

Co. Judge

Jeremian maney

Self

Leslie C.

IM

Billy Melzow

IT

Happy election day!

I am Mark Holtzapple, a professor of chemical engineering at Texas A&M University. I am speaking today as a private citizen.

Starting in November 2023...one year ago...I have spoken about election integrity to the County Commissioners. Every time, I notice that other citizens speak on the same topic.

Why are we so passionate about election integrity?

It is the ONLY way citizens can hold their elected officials accountable.

Unfortunately, we see clear evidence that officials are undermining election integrity:

- California has made it illegal to ask citizens for ID when they vote.

<https://www.fairus.org/news/state-and-local/california-bans-localities-enacting-voter-id-laws>

- Virginia tried to remove self-identified non-citizens from the voter rolls, yet this was blocked by the Federal Justice Department.

<https://www.msnbc.com/top-stories/latest/virginia-voter-purge-noncitizen-justice-department-lawsuit-rcna175155>

- Georgia has made it illegal to count the number of paper ballots and compare to the electronic count.

<https://www.politico.com/news/2024/10/15/georgia-judge-hand-count-rule-00183854>

Hand-counting ballots is the only transparent method for determining election outcomes, as explained by Elon Musk.

<https://www.youtube.com/shorts/FV3VurH6k-M>

Brazos County should lead the way and show other counties across the state and nation how to run secure elections.

It starts with hand-counting paper ballots.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 11/5/2024

ITEM: Approval of Nomination of Silas Garrett to the Brazos Central Appraisal District Board of Directors.

TO: Commissioners Court

DATE: 10/30/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Resolution_Nominating_Candidates_for_the_BCAD_Board_of_Directors_Brazos_County_Texas.pdf	Resolution Nominating Candidates for the BCAD Board of Directors, Brazos County, Texas	Backup Material
2024-11-01 Board of Directors Appointment Nomination Notice.pdf	BCAD Board of Directors Appointment/Nomination Notice	Backup Material

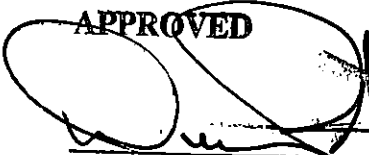


**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: NUMBER:
DATE OF COURT MEETING: 11/5/2024
ITEM: Approval of Nomination of Silas Garrett to the Brazos Central Appraisal District Board of Directors.
TO: Commissioners Court
DATE: 10/30/2024
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Resolution_Nominating_Candidates_for_the_BCAD_Board_of_Directors__Brazos_County__Texas.pdf	Resolution Nominating Candidates for the BCAD Board of Directors, Brazos County, Texas	Backup Material

APPROVED

Duane Peters
County Judge

11/5/24
Date

RESOLUTION NOMINATING CANDIDATES FOR THE BRAZOS CENTRAL

APPRAISAL DISTRICT BOARD OF DIRECTORS, BRAZOS COUNTY, TEXAS

Be it remembered that at an open meeting of the Brazos County Commissioners Court, a Political subdivision of the State of Texas, held on the 5th day of November, of the year 2024, said meeting having been duly called in accordance with the laws of the State of Texas and the rules and regulations adopted by the governing body of Brazos County Commissioners Court, and a quorum having been present at said meeting, upon motion duly made and seconded, the following resolution was adopted, to wit:

WHEREAS, section 6.03 of the Texas Property Tax Code provides that each taxing unit that is entitled to vote may nominate by resolution adopted by its governing body one candidate for each position to be filled on the Board of Directors of the Brazos Central Appraisal District; and

WHEREAS, the County of Brazos, is a taxing unit that is entitled to vote for candidates for membership on the Brazos Central Appraisal District Board of Directors and desires to make nomination(s) as provided by Section 6.03 of the Texas Property Tax Code;

BE IT THEREFORE RESOLVED, that the Brazos County Commissioners Court does hereby nominate the following as candidate/s for membership on the Brazos Central Appraisal District Board of Directors:

Silas Garrett

Passed this 5th day of NOVEMBER, of the year 2024.

ATTEST: Karen McQueen - County Clerk
By: [Signature] - Chief Deputy

[Signature]
Presiding Officer



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 11/5/2024

ITEM: Approval requested from Veteran Services Officer for acceptance of four \$25.00 Walmart gift cards to be given to Veterans.

TO: Commissioners Court

DATE: 10/29/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[donation_form.pdf](#)

Donation

Cover Memo



BRAZOS COUNTY, TEXAS
ACCEPTANCE OF DONATED/AWARDED PROPERTY
DONATION OF COUNTY PROPERTY

Date: 10/29/24

- Acceptance of Donated/Awarded Property (Awarmed property requires signed court documentation)
Donation of County Property
Acceptance of Donated Inmate Property (Requires signed inmate documentation - NO VALUE ASSESSED)

Item Description: Gift Cards

Please provide all information requested below as applicable to the property being accepted or donated. Forms containing any blank fields will be returned for completion.

Make: Model: Year: SN/VIN #:

Functional Non-Functional. Explain if Non-Functional

Additional Description/Information: Walmart Gift Cards 4 cards=\$25.00 each to be given to Veteran

Estimated Value: \$ 100.00 Check box for Capital Asset (value/initial cost is over \$5000)

Table with 2 columns: Acceptance of Donated Property and Donation of County Property. Includes checkboxes for account types and entity information.

*Donation - Other account 61235000 is to be used ONLY for cash/check funds donated to Brazos County.

I certify that the above-mentioned item has been donated or awarded to Brazos County. This item has been received in good faith and upon approval by Commissioner's Court will become a part of the General Fixed Asset Account of Brazos County.

Requesting Department: Veteran Services Department Name

Authorized Signature

Organization Receiving Donated Property: Authorized Signature

Approved by Commissioners Court on this 5th day of NOVEMBER 2024

Commissioners Court Approval



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources NUMBER:
DATE OF COURT MEETING: 11/5/2024
ITEM: Approval of the following Job Description:
• a. Commissioner's Court - B0117 - Receptionist
TO: Commissioners Court
DATE: 10/31/2024
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[Commissioner s Court - B0117 - Receptionist.docx](#)

Approval of the following Job Description:
Commissioner's Court - B0117 - Receptionist

Backup Material



Brazos County Job Description

Last Updated: October 2024

Template Revision 1.2 08/15/2012

Class Number:	B0117	Title:	Receptionist
Pay Group:	13	Department:	Commissioners Court
FLSA Status:	Non-Exempt	Reports To:	Executive Assistant
Approved Date:	11/5/2024	EEOC Category:	Office/Clerical

General Summary:

Performs receptionist duties, including answering phones and greeting the public. Receives, processes, and distributes mail and other correspondence. Assist Commissioners, Executive Assistant, and Administrative Assistant in the daily operations of the office and other duties as assigned.

Essential Duties:

Performs receptionist duties including answering phones and greeting public;
 Receives and distributes mail and other correspondence;
 Maintains calendars and schedules appointments as requested;
 Performs various office duties such as making copies, scanning, and drafting documents;
 Serves as backup to Commissioners Court Executive and Administrative Assistants;
 May be asked to serve as backup to County Judge's Administrative Assistant in receiving and responding to Open Records requests;
 May be asked to perform administrative duties for Project Management;
 Must be able to multitask, maintain confidentiality, and have effective working relationship with co-workers.

Other duties as assigned

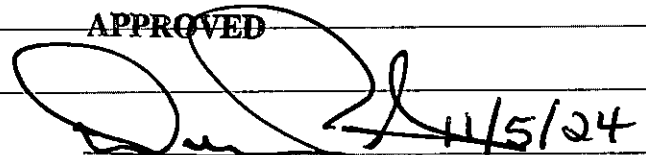
<i>Supervision</i>	
Received:	Executive Assistant
Given:	This is a non-supervisory position.

<i>Education</i>	
Required:	High School graduation or its equivalent.
Preferred:	N/A

<i>Experience</i>	
Required:	At least two years of experience; or any equivalent combination of education and experience which provides the required knowledge, skills, and abilities
Preferred:	N/A

<i>Certificates, Licenses, Registrations</i>	
Required:	N/A
Preferred:	N/A

APPROVED



Duane Peters
County Judge

Date

<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 type; reach with hands and arms; and talk and hear. The employee frequently is required to stand and walk. The employee must occasionally lift and/or move objects weighing up to 20 pounds, such as computers, printers, stacks of records, or other similar objects. Specific vision abilities required by this job include close vision, and the ability to adjust focus.

<i>Knowledge, Skills, & Abilities</i>	
Typical:	To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Standard office practices and procedures, and bookkeeping procedures. Operate computers, including word processing software; read and interpret manuals and memos; perform math to balance accounts; write letters, memos, and telephone messages; manage time effectively; understand and follow instructions; operate standard office equipment, such as copy machine and facsimile machine; communicate effectively, both orally and in writing; and maintain effective working relationships with co-workers and the general public.

<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. The noise level in the work environment is usually moderate. The employee is constantly required to work closely with others as a part of a team; to perform multiple tasks simultaneously, and to switch from one task to another. The employee is occasionally required to perform tedious and exacting work, and to work under time pressures to meet deadlines.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources NUMBER:

DATE OF COURT MEETING: 11/5/2024

ITEM: Approval requested from Human Resources to write off outstanding account receivables in the amount of \$3,230.39. This amount is believe to be uncollectible.

TO: Commissioners Court

DATE: 10/31/2024

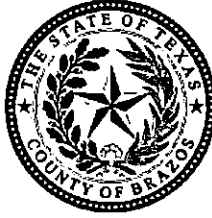
FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
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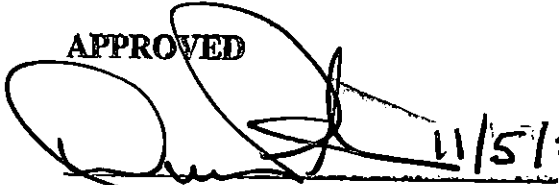


**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources NUMBER:
DATE OF COURT MEETING: 11/5/2024
ITEM: Approval requested from Human Resources to write off outstanding account receivables in the amount of \$3,230.39. This amount is believe to be uncollectible.
TO: Commissioners Court
DATE: 10/31/2024
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Request_To_Write_Off_Outstanding_Memo_-_Sikes.pdf	Request to Write Off Outstanding AR Memo	Cover Memo
Outstanding_AR_Rebecca_Sikes.pdf	Outstanding AR - Rebecca Sikes	Backup Material

APPROVED

Duané Peters Date 11/5/24
County Judge



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:
DATE OF COURT MEETING: 11/5/2024
ITEM: Approval of Amendment #1 to Contract #25-022 Copier Maintenance with Texas Document Solutions to decrease the number of machines on the service contract.
TO: Commissioners Court
FROM: Presley Nelson
DATE: 10/30/2024
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Partly Executed Amendment #1.pdf	Amendment #1	Backup Material
Partly Executed Amended Service Contract.pdf	Service Contract	Backup Material
Fully Executed Service Contract.pdf	Original Contract	Backup Material

AMENDMENT #1 TO 25-022- COPIER MAINTENANCE FOR BRAZOS COUNTY

THIS AMENDMENT TO 25-022 ALSO KNOWN AS Copier Maintenance for Brazos County ("Amendment") is entered into and effective the 1st day of November, 2024 ("Effective Date") through September 30, 2025 ("Expiration Date") by and between **Brazos County** ("Customer"), and **Texas Document Solutions** ("Provider") each of which may alternatively be referred to herein as a "Party" and collectively as the "Parties". All capitalized terms in this Amendment shall have the same meaning as in the Agreement (as defined below) unless otherwise stated herein.

RECITALS

WHEREAS, the Parties entered into that certain original contract #25-022 ("Agreement") for purposes of Texas Document Solutions to provide copier maintenance for Brazos County; and


WHEREAS, the Parties desire to amend the list of maintained machines as set forth in original contract #25-022.

AGREEMENT

NOW THEREFORE, in consideration of the above premises, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree to amend the Agreement as follows:

1. Decreasing the number of machines included on the contract from 39 to 33.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be signed by their authorized representatives as of the Effective Date. This Amendment may be executed in counterparts, all of which taken together shall constitute one instrument. Electronic or facsimile signatures are acceptable forms of execution of this Amendment and shall be binding on all Parties hereto.

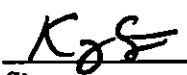
BRAZOS COUNTY


Signature
DUANE PETERS

Name
COUNTY JUDGE

Title
11/5/2024

Date

Texas Document Solutions


Signature
KINZESTORM

Name
Manager

Title
10/30/24

Date

TEXAS DOCUMENT SOLUTIONS

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 Collogo Station, TX 77845
 Lufkin, TX 75901
 Tyler, TX 75703
 Waco, TX 76712

• 2800 Longhorn Blvd #101
 • 2151 Harvey Mitchell Pkwy #100
 • 2003 Atkinson Drive
 • 4619 Troup Highway
 • 6807 Woodway Drive

• 512-886-4100 (Fax) 512-886-4101
 • 979-775-5500 (Fax) 979-775-5900
 • 936-699-2800 (Fax) 936-699-4299
 • 903-509-9900 (Fax) 903-509-9905
 • 254-881-7500 (Fax) 254-754-0555

CUSTOMER NO.	ORDER DATE 10/1/2024	INSTALL DATE	TECH REP.	SALES REP. Kinze Storm		
BILL TO:			SHIP TO (if other than Bill To):			
NAME Brazos County Purchasing Department			NAME			
ADDRESS 200 South Texas Ave #352			ADDRESS			
CITY Bryan	STATE Tx	ZIP 77803	CITY	STATE ZIP		
CONTACT Presley			CONTACT			
PHONE 979-361-4291	FAX 979-361-4293	PHONE FAX				
ADDITIONAL COMMENTS nelson@brazoscountytexas.gov						
<input type="checkbox"/> New Customer <input type="checkbox"/> Existing Customer		CUSTOMER STATUS: <input type="checkbox"/> CGEM/NJPA Account <input type="checkbox"/> State Contract		<input type="checkbox"/> Rental <input type="checkbox"/> Sale/Lease		
TYPE ACTION REQUEST: <input type="checkbox"/> Trial Dates: <input type="checkbox"/> Other:			SHIP VIA: P.O. NO.			
QTY.	PROD. NO.	DESCRIPTION	SERIAL-NO.	METER	UNIT PRICE	TOTAL
1		Monthly Maintenance				\$975.00
		Effective October 1, 2024 - September 30, 2025				
Includes 87,500 Black & White copies per month. Black & White overages billed at .0055 each monthly. Also Includes 3,000 Color with Overages Billed at .05 Each. Includes toners, drums, fusers, developers, staples, parts, labor and travelltime. **Excludes Paper**						
All Copies to be divided between the following equipment:						
	MX-M364N	CSCD #2	ID #31719			
	MX-M623N	County Clerk	ID #31965			
	MX-M314N	Constable Precinct #3	ID #31726			
	MX-M623N	District Clerk #1	ID #31966			
	MX-M464N	District Clerk #2	ID # 31722			
	MX-M464N	Juvenile	ID #31720			
	MX-M314N	272nd District Court	ID #32028			
	M3540idn	Associate Judge #1	ID #32000			
	M3540idn	County Clerk	ID #31714			
	MX-M314N	Jury Services	ID #31822			
	MX-M363N	County Judges Office	ID # 31874			
	MX-M314N	Purchasing Department	ID #31866			

TEXAS DOCUMENT SOLUTION

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Lufkin, TX 75901
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• 254-881-7500 (Fax) 254-754-0555

CUSTOMER NO.	ORDER DATE	INSTALL DATE	TECH REP.	SALES REP.		
	10/1/2024			Kinze Storm		
BILL TO:			SHIP TO (if other than Bill To):			
NAME Brazos County Purchasing Department			NAME			
ADDRESS 200 South Texas Ave #352			ADDRESS			
CITY Bryan	STATE Tx	ZIP 77803	CITY	STATE ZIP		
CONTACT Presley			CONTACT			
PHONE 979-361-4291	FAX 979-361-4293		PHONE	FAX		
ADDITIONAL COMMENTS <p style="text-align: center;">pnelson@brazoscountytexas.gov</p>						
<input type="checkbox"/> New Customer <input type="checkbox"/> Existing Customer		CUSTOMER STATUS: <input type="checkbox"/> CGEM/NJPA Account <input type="checkbox"/> State Contract <input type="checkbox"/> Rental <input type="checkbox"/> Sale/Lease		TYPE ACTION REQUEST: <input type="checkbox"/> Trial Dates: <input type="checkbox"/> Other:	SHIP VIA: P.O. NO.	
QTY.	PROD. NO.	DESCRIPTION	SERIAL NO.	METER	UNIT PRICE	TOTAL
	BP-50C55	County Attorney				
	BP-50M55	Records Management				
	M2640dw	Information Technology				
	BP-50C55	85th District Court				
	BP-70M75	Constable Precinct #2				
	BP-50M55	CCL #2				
	BP-50M31	Brazos County Expo				
	BP-70M75	Jail Admin				
	BP-50M55	JP Precinct 1				
	BP-50M55	361st District				
	BP-70M75	Sheriff's Office Downstairs				
	BP-70M75	Sheriff's Office Upstairs				
	BP-50M55	JP Precinct 2				
	BP-70M75	Collections				
	BP-50M55	JP Precinct 3				
	BP-50M55	County Auditors				
	BP-50M36	Risk Management				
	BP-50M55	472nd District Court				

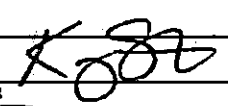

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CONTACT Presley			CONTACT			
PHONE 979-361-4291	FAX 979-361-4293		PHONE	FAX		
ADDITIONAL COMMENTS pnelson@brazoscountytexas.gov						
<input type="checkbox"/> New Customer <input type="checkbox"/> Existing Customer		CUSTOMER STATUS: <input type="checkbox"/> CGEM/NJPA Account <input type="checkbox"/> State Contract		<input checked="" type="checkbox"/> Rental <input type="checkbox"/> Sale/Lease		
TYPE ACTION REQUEST: <input type="checkbox"/> Trial Dates: <input type="checkbox"/> Other:			SHIP VIA: P.O. NO.			
QTY.	PROD. NO.	DESCRIPTION	SERIAL NO.	METER	UNIT PRICE	TOTAL
	MX-M564N	District Attorney	ID #31717			
	MX-M314N	Associate Court # 2	ID #31723			
	MX-M314N	Facilities Services	ID #32110			
	MX-M314N	Constable Precinct 4	ID #31721			
	MX-M564N	Elections	ID #31725			
	M3540idn	Law Library	ID #32109			
	MX-314N	JP Precinct 4	ID #31718			
	MX-M6051	Rental Assistance	ID #32929			
TDS to Remove Strikeouted Copiers from Service. New Allowance will be updated and Will be Effective next billing cycle.						
Page 3						
SALES MANAGER 			DATE	10/30/24	Subtotal	
SERVICE MANAGER			DATE		Sales Tax	N/A
CUSTOMER ACCEPTANCE 			DATE	11/5/24	TOTAL	\$975.00

TEXAS DOCUMENT SOLUTIONS

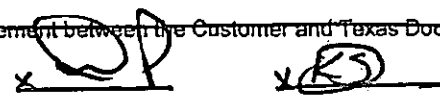
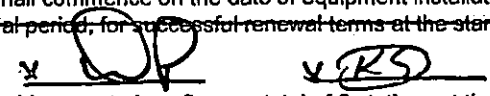
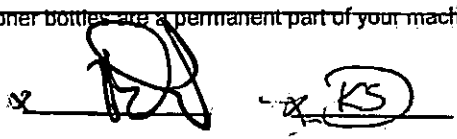
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• 903-509-8900 (Fax) 903-509-9905
• 254-881-7500 (Fax) 254-754-0555

SERVICE / SUPPLY PLATINUM USER AGREEMENT Terms and Conditions

1. This Agreement shall remain in full force and effect, unless cancelled by either party in writing. This Agreement may be terminated or changed at any time, by either party on thirty (30) days written notice. Customer's obligation to pay all charges, which have accrued, shall survive any termination of this Agreement, the prorated portion of any amount prepaid will be refunded.
2. Monthly and Quarterly Base costs are payable in advance based on the Copy Volume Level and specification provided on the reverse side of this agreement, whereas the excess cost per copy changes are payable in the arrears.
3. Texas Document Solutions, Inc. shall provide inspections during the contract period at appropriate intervals. Inspections may be made in conjunction with regular or emergency service calls. Inspections, as well as all service calls, shall be made during normal business hours.
4. Texas Document Solutions, Inc. will provide parts, which have been broken or worn through normal use and are necessary for servicing and maintenance adjustments. Parts damaged by misuse or carelessness will be charged to the customer in accordance with the Texas Document Solutions, Inc. parts list price. Photoreceptive Drums are included, except for facsimile systems and cartridge type copiers and printers.
5. All service calls under this Agreement will be made during normal business hours at the customer's address as shown on the reverse side hereof. Should the equipment be moved to a location in a more distant zone, there may be an increase in the annual maintenance charge. Should the equipment be moved out of the Company's authorized serving area, this contract shall be terminated. Relocation of equipment is not covered by this agreement and will be billed at the agreed upon rate.
6. This Agreement shall not apply to repairs made necessary by accident, misuse, abuse, neglect, theft, riot, vandalism, electrical power failure, or surges, acts of God, fire, water, unauthorized supplies, or other repairs made necessary by service personnel other than those of Texas Document Solutions, Inc. Charges for repairs or replacement due to the foregoing shall be borne by the Customer.
7. This Agreement does not include applicable taxes. All taxes levied or imposed, now or hereafter, by any governmental authority shall be paid by the Customer, in accordance with the law.
8. This Agreement covers only the equipment described and does not include any accessories not listed thereon, nor does it include third party add-on devices, such as accounting software and hardware, coin-op box, etc.
9. This Agreement does not cover the Customer's network or problems related to or from the connected network. There are no warranties or guarantees regarding problems associated with the operation of the Customer's software or operating systems. Texas Document Solutions, Inc. will not be held responsible for any down time at the client's location.
10. This Agreement is not transferable by the Customer, except with the written consent of Texas Document Solutions, Inc.
11. This Agreement includes all toner and developer used under normal use, unless otherwise noted. However, it does not include excess usage attributable to theft, misuse or sky copies.
12. ~~This Agreement constitutes the entire agreement between the Customer and Texas Document Solutions, Inc. with respect to furnishing of Texas Document Solutions, Inc. service.~~ 
13. Optimum performance of the equipment covered by this Agreement can be expected only if supplies provided by, or meeting the specifications of Texas Document Solutions, Inc. are used.
14. ~~The initial term of this Agreement shall commence on the date of equipment installation. This Agreement shall be automatically renewed upon expiration of the initial period, for successful renewal terms at the standard published service rates, in effect at the time of applicable renewal.~~ 
15. Texas Document Solutions, Inc. would setup and configure a total of 5 stations at the time of the initial sale installation. Additional charges will be billed at the standard hourly rate for a minimum of one hour for each additional work station or computer upgrade (hardware, hard drive, CPU, operating system software change, etc.).
16. ~~Shipping charges for consumable supplies will be billed separately, plastic waste toner bottles are a permanent part of your machine and are to be reused. The customer will be charged for replacement bottles.~~ 

**BRAZOS COUNTY COPIER MAINTENANCE
SERVICE CONTRACT**

BRAZOS COUNTY PURCHASING DEPT.
200 S. Texas Ave., Ste. 352
Bryan, Texas 77803
Telephone (979) 361-4292

**Contract No. 25-022
Page 1 of 11 Pages**

GENERAL REQUIREMENT FOR CONTRACT

I, KINZE STORM as a duly authorized representative of Texas Document Solutions "Contractor" willingly attest to perform (or deliver) as per Exhibit A for Brazos County. I further agree to all of the provisions and specifications contained in this contract.

TERM

The term of this contract will be for one (1) year, beginning October 1, 2024 through September 30, 2025.

ASSIGNMENT

The successful offeror may not assign, sell or otherwise transfer this contract without written permission of Brazos County Commissioners Court. Should there be a change in ownership or management; the contract shall be terminated unless a mutual agreement is reached with the new owner or manager to continue the contract with its present provisions and prices.

AWARD

Brazos County reserves the right to award this contract on the basis of LOWEST AND BEST OFFER in accordance with the laws of the State of Texas, to waive any formality or irregularity, to make awards to more than one offeror, to reject any or all bids. The County reserves the right to accept or reject in part or in whole, any IQs submitted, and to waive any technicalities for the best interest of the County.

BIDDERS RESPONSIBILITY

It is the bidder's sole responsibility to print and review all pages of the bid document, attachments, questions and responses, addenda, and special notices. The Certification of Bid Form must be completed to include full firm name, mailing address, telephone number, email address, Vendor Tax Identification number and signed by an authorized representative of the firm. Failure to provide signature on the Certification of Bid Form renders bid non-responsive. Failure to complete the submission of all required forms, including but not limited to the Reference Page, Legislative Certification & Debarment Verification form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents may be grounds for rejection of entire bid. By submitting a response to this solicitation, the bidder agrees to comply with HB 1295, Government Code 2252.908. Bidder agrees to provide Brazos County the "Certificate of Interested Parties", Form 1295 as required, pending award, renewal, amended or extended contract. Visit https://ethics.state.tx.us/whatsnew/elf_info_form1295.htm for more information. In the event of a needed change in the specifications sent to the bidder, it is understood that all the foregoing terms shall apply to the addendum or addenda.

BRAZOS COUNTY, TEXAS

CONTRACT OBLIGATION

Brazos County Commissioners Court must award the contract and Brazos County Judge, or other person authorized by Brazos County Commissioners Court must sign the contract before it becomes binding on Brazos County or the offerors. Department heads are NOT authorized to sign contracts for Brazos County. Binding contracts shall remain in effect until all products and/or services covered by this purchase have been satisfactorily delivered and accepted.

QUANTITIES

The quantities specified in this contract are estimates only. Brazos County does not guarantee to purchase any minimum quantities or services other than those listed on a purchase order.

HOLD HARMLESS AGREEMENT

Contractor, the successful offeror, shall indemnify and hold Brazos County harmless from all claims for personal injury, death and/or property damage resulting directly or indirectly from contractor's performance. Contractor shall procure and maintain, with respect to the subject matter of this bid, appropriate insurance coverage including, as a minimum, public liability and property damage with adequate limits to cover contractor's liability as may arise directly or indirectly from work performed under terms of this contract. Certification of such coverage must be provided to Brazos County upon request.

INSPECTIONS & TESTING

Acceptance of merchandise, work, and/or equipment provided shall be made by Brazos County at the sole discretion of the Commissioners Court when all terms and conditions of the contract and specifications have been met to its satisfaction, including the submission to Brazos County of any and all documentation as may be required. Title and Risk of Loss of the goods shall not pass to Brazos County until the County actually accepts and takes possession of the goods at the point or points of delivery.

ADDITION/MODIFICATION OF LOCATIONS OR SERVICES

Brazos County reserves the right to add locations as these additional locations may be required. Locations to be added may include, but not limited to, expansions or additions to existing facilities and acquisition or construction of new properties. In the event that Brazos County makes significant structural changes to an existing facility that impacts the contractor's cost in providing the services anticipated by this contract such change may be treated as a new facility and the procedures provided for in this section may be followed in determining an appropriate price.

In the event Brazos County wishes to add other locations to a group under the contract, a quotation will be solicited from the incumbent contractor in good standing for the group in which the new location is appropriately situated.

In the event Brazos County shall sell, vacate, abandon, or otherwise dispose or terminate a location to which the contract applies, all existing contracts for services applicable to such location, the portion of this contract that applies to such locations is terminated. All remaining portions of the contract will remain intact. Brazos County will endeavor to give the contractor written notice of such termination of locations a minimum of thirty (30) days in advance.

BRAZOS COUNTY, TEXAS

SUBCONTRACTING

Any subcontracting must be approved prior to commencement of the Contract by Brazos County.

INVOICES & PAYMENTS

Payments to contractors will not be made if the contractor cannot produce a Brazos County Purchase Order. Contractor shall submit an original invoice on each purchase order or purchase release after each delivery, indicating the purchase order number. Invoices must be itemized. Any invoice, which cannot be verified by the contract price and/or is otherwise incorrect, shall be corrected by the contractor. Brazos County will only be required to pay for materials actually received and/or services actually provided. Brazos County shall not be required to pay for materials or services described in the contract that are not used or provided by the contractor in completion of the contract. This term supersedes any contradicting terms throughout the contract and/or any attachments.

When multiple deliveries and/or services are required, the contractor may invoice following each delivery or performance of service and Brazos County will pay on invoice within thirty (30) days upon receipt of invoice. Contracts providing for a monthly charge will be billed and paid on a monthly basis only. The contractor will provide an invoice for each month in which Brazos County is responsible for payment, during the duration of the contract. Prior to any and all payments made for goods and/or services provided under this contract, the contractor should provide their Taxpayer Identification Number or Social Security number as applicable. This information must be on file with Brazos County Auditor's office. Failure to provide this information may result in a delay in payment and/or back-up withholding as required by the Internal Revenue Service.

PRICING

Prices for all goods and/or services shall be firm for the duration of this contract and shall be stated on the Pricing/Delivery Information form. **Prices shall be all inclusive: No price changes, additions, or subsequent qualifications will be honored during the course of the contract.** All prices must be written in ink or typewritten. Pricing on all transportation, freight, drayage and other charges are to be prepaid by the contractor and included in the bid prices. If there are any additional charges of any kind, other than those mentioned above, specified or unspecified, offeror **MUST** indicate the items required and attendant costs or forfeit the right to payment for such items. Where unit pricing and extended pricing differ, unit pricing prevails.

TAXES

Brazos County is exempt from all federal excise, state and local taxes unless otherwise stated in this contract. Brazos County claims exemption from all sales and/or use taxes under Texas Tax Code §151.309, as amended. Texas Limited Sales Tax Exemption Certificates will be furnished upon written request to Brazos County Purchasing Agent.

GOVERNING FORMS

In the event of any conflict of interpretation of any part of this overall contract, Brazos County's interpretation shall govern. In the event of a conflict between the terms, conditions, provisions, and specifications of this contract and any other terms, conditions, provisions, and specifications provided by the contractor; the terms of this contract shall supersede.

BRAZOS COUNTY, TEXAS

GOVERNING LAW AND VENUE

This bid solicitation is governed by the laws of the State of Texas, specifically, the competitive bidding requirements of the County Purchasing Act, Texas Local Government Code, §262.021 *et seq.*, as amended. Offerors shall comply with all applicable federal, state and local laws and regulations. Offeror is further advised that these requirements shall be fully governed by the laws of the State of Texas and that Brazos County may request and rely on advice, decisions and opinions of the Attorney General of Texas and Brazos County Attorney concerning and portion of these requirements. Potential vendors are advised they may have disclosure requirement pursuant to Texas Local Government Code, Chapter 176. This law requires persons desiring to do business with the County to disclose any gifts that have an aggregate value in excess of \$250.00 given to any employee of the County, County Official to the County Official's family members or employment of any employee of the County, County Official or the County Official's family members during the preceding twelve (12) month period. The disclosure questionnaire must be filed with the Brazos County Clerk. Refer to Texas Local Government Code, Chapter 176 for the details of this law. Bidder understands that Brazos County is a government subject to Texas State and Federal public information statutes. Venue shall lie exclusively in Brazos County, Texas, notwithstanding anything to the contrary.

COMPLIANCE WITH LAW

The Contractor's work and materials shall comply with all state and federal laws, municipal ordinances, regulations, and directions of inspectors appointed by proper authorities having jurisdiction.

The Contractor shall perform and require all subcontractors to perform the work in accordance with applicable laws, codes, ordinances, and regulations of the State of Texas and the United States and in compliance with OSHA and other laws as they apply to its employees. In the event any of the conditions of the specifications violate the code for any industry, then such code conditions shall prevail.

The Contractor shall follow all applicable state and federal laws, municipal ordinances, and guidelines concerning soil erosion and sediment control throughout the Project and warranty term.

DISQUALIFICATION OF OFFEROR

Upon signing this contract, an offeror offering to sell supplies, materials, services, or equipment to Brazos County certifies that the offeror has not violated the antitrust laws of this state codified in Texas Business and Commerce Code §15.01, *et seq.*, as amended, or the federal antitrust laws, and has not communicated directly or indirectly the bid made to any competitor or any other person engaged in such line of business. Any or all bids may be rejected if Brazos County believes that collusion exists among the offerors. Bids in which the prices are obviously unbalanced may be rejected. Requests to withdraw a submitted bid or proposal are subject to the approval of the Purchasing Agent.

SEVERABILITY

If any section, subsection, paragraph, sentence, clause, phrase or word of these requirements or the specifications shall be held invalid, such holding shall not affect the remaining portions of these requirements and the specifications and it is hereby declared that such remaining portions would have been included in these requirements and the specifications as though the invalid portion had been omitted.

BRAZOS COUNTY, TEXAS

SILENCE OF SPECIFICATIONS

The apparent silence of specifications as to any detail, or the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practice is to prevail and that only material and workmanship of the finest quality are to be used. All interpretations of specifications shall be made on the basis of this statement. The items furnished under this contract shall be new, unused of the latest product in production to commercial trade and shall be of the highest quality as to materials used and workmanship. Manufacturer furnishing these items shall be experienced in design and construction of such items and shall be an established supplier of the item bid.

TERMINATION

Brazos County reserves the right to terminate the contract for default if offeror breaches any of the terms therein, including warranties of offeror or if the offeror becomes insolvent or commits acts of bankruptcy. Such right of termination is in addition to and not in lieu of any other remedies which Brazos County may have in law or equity. Default may be construed as, but not limited to, failure to deliver the proper goods and/or services within the proper amount of time, and/or to properly perform any and all services required to Brazos County's satisfaction and/or to meet all other obligations and requirements. Brazos County may terminate the contract without cause upon thirty (30) days written notice

POLICY REQUIREMENTS FOR CERTIFICATE OF INSURANCE

CONTRACTOR'S INSURANCE

The contractor(s) before starting work for Brazos County, must furnish Brazos County a Certificate of Insurance or other acceptable evidence from a reputable insurance company or companies with an A.M. Best Rating of AA (such companies to be acceptable to Brazos County) licensed to write insurance in the state of Texas, showing that the contractor is covered by the insurance as follows:

- (1) Statutory Workers Compensation Insurance with Employers Liability Insurance in the amount of \$1,000,000. In the event any work is sublet, the contractor shall require the subcontractor similarly to provide the same coverage and shall himself acquire evidence of such coverage on behalf of the subcontractor. Waiver of subrogation is required. (TLC Sec. 401.011)
- (2) Commercial General Liability Insurance with a \$ 1,000,000 Combined Single Limit. The policy shall be on the Comprehensive General Liability 1986/90 occurrence form, and shall include coverage for acts of independent contractors, and shall name Brazos County as an additional insured. Waiver of subrogation is required. No claims made policies will be acceptable without prior approval by the Commissioners Court/Risk Management.
- (3) Automobile Public Liability Insurance with a \$1,000,000 Combined Single Limit, in all self-propelled vehicles used in connection with the contract, whether owned, non-owned or hired.

The Certificate of Insurance furnished to Brazos County shall contain a provision that coverage under such policies shall not be canceled or materially changed until at least 30 days prior written notice has been given to Brazos County.

BRAZOS COUNTY, TEXAS

LIMITATIONS

The parties are aware that there are constitutional and statutory limitations on the authority of Brazos County to enter into certain terms and conditions of the contract, including, but not limited to, authorizations of the placement of liens on Brazos County property; disclaimers and limitations of warranties; disclaimers and limitations of liability for damages; waivers, disclaimers and limitations of legal rights, remedies, requirements and processes; limitations of periods to bring legal action; granting control of litigation or settlement to another party; liability for acts or omissions of third parties; payment of attorneys' fees; dispute resolution; indemnities; and confidentiality (collectively, the "Limitations"). Any contract terms and conditions related to the Limitations will not be binding on Brazos County except to the extent authorized by the laws and Constitution of the State of Texas.

COVERAGES/WAGES

Nothing in this contract shall be construed as making Brazos County responsible for the payment of compensation and/or any benefits for contractor including health, property, motor vehicle, workers' compensation, disability, death, and dismemberment insurance for the contractor's employees and/or equipment. Nothing in the contract shall be construed as making Brazos County responsible for wages, materials, logistical support, equipment, and related travel expenses incurred by the contractor.

SOVEREIGN IMMUNITY

The parties understand that Brazos County does not waive or relinquish any immunity or defense on behalf of itself, officers, employees, agents, and volunteers as a result of its execution of this contract and the performance of the covenants contained herein. Further, Brazos County is not responsible for any civil liability that arises from any act or omission made within the course and scope of this contract. The parties understand and agree that Brazos County does not assume civil liability under any theory of law for the actions of the contractor in providing services hereunder.

NOTICES

Notices shall be mailed to the addresses designated herein or as may be designated in writing by the parties from time to time and shall be deemed received when sent postage prepaid U.S. Mail to the following addresses:

BRAZOS COUNTY:
Brazos County, Texas
Duane Peters, Brazos County Judge
200 South Texas Avenue, Suite 332
Bryan, Texas 77803

CONTRACTOR:

Sales Contract Name:

Phone Number:

Billing Info:

KINZESTORM

979 7755500

2151 Harven Mitchell Pkwy S#101

College Station, Tx 77840

BRAZOS COUNTY, TEXAS

FISCAL FUNDING CLAUSE

Notwithstanding any provisions contained herein, the obligations of Brazos County are expressly contingent upon the availability of funding for the obligations contained herein for the term of the contract and any extensions and renewals thereto.

WAIVERS

No waiver by either party hereto of any term or condition of this contract shall be deemed or construed to be a waiver of any other term or condition or subsequent waiver of the same term or condition.

ENTIRE CONTRACT

This contract represents the entire and integrated agreement between Brazos County and the contractor and supersedes all prior negotiations, representations, or contracts, either written or oral. This contract may only be amended by written instrument approved and executed by the parties.

AVAILABILITY AND RETENTION OF RECORDS

All records relating to the service provided under this contract and supporting documentation for invoices submitted to Brazos County by the contractor shall be retained and made available by the contractor for audit by Brazos County, its duly authorized representatives, the State of Texas (including, but not limited to the Auditor of the State of Texas, Inspector General or duly appointed law enforcement officials) and agencies of the United States Government. Such records shall be returned by contractor and made available for any time period required by state or federal law. If changes occur in the governing state or federal law, regarding retention records, contractor shall comply with such changes. If an audit is initiated before the expiration of such time periods required by state or federal law regarding retention of records, the contractor shall retain such records until the audit is concluded and all issues resolved. Contractor shall provide Brazos County with copies of such audits that be conducted with respect to the contract. The requirements of Subchapter J, Chapter 552, Government Code, may apply to this contract and the contractor or vendor agrees that the contract can be terminated if the contractor or vendor knowingly or intentionally fails to comply with a requirement of that subchapter. This provision is mandatory and may not be altered or deleted, as required by Sec. 552.372(b) of the Texas Government Code.

AUDIT RESPONSIBILITY

The contractor shall be responsible for receiving, replying to and/or complying with any audit exception by appropriate federal, state or local audit directly related to the provision of this contract.

The contractor shall repay to Brazos County the full amount received for duplicate billings, erroneous billings, false or deceptive claims. The contractor recognizes and agrees that Brazos County may withhold any money due and recover through any appropriate method any money erroneously paid under this contract if evidence exists of less than full compliance with this contract.

INDEMNIFICATION

The contractor shall defend, indemnify and save harmless Brazos County and all its officers, agents, and employees from all suits, actions, or claims of any character, name and description including attorney's fees expenses brought for or on account of any injuries or damages received or sustained by any person or persons or property, by or from the said contractor or his employees or by or in consequence of any

negligence in safeguarding the work, or through the use of unacceptable materials in construction of the work, or by or on account of any act of omission, the Worker Compensation Law or any other law, ordinance, order or decree, and so much of the money due the said contractor under and by virtue of his contract as shall be considered necessary by Brazos County may be retained for the use of Brazos County, or in case no money is due, his sureties shall be held until suit or suits, action or actions, claim or claims for injury or damages as aforesaid shall have been settled and satisfactory evidence to that effect furnished Brazos County. Contractor shall defend, indemnify and save harmless Brazos County, its officers, agents and employees in accordance with this indemnification clause regardless of whether the injury or damage is caused in part by Brazos County, its officers, agents or employees.

V.T.C.A. LOCAL GOVERNMENT CODE §262.0276

THIS SECTION MUST BE COMPLETED. FAILURE TO COMPLETE THIS SECTION WILL DISQUALIFY THE BID.

Brazos County shall refuse to enter into a contract or other transaction with a person who owes a debt to the County per V.T.C.A Local Government Code §262.0276.

- a. This refusal to award a contract to or enter into a transaction with a person, pertains to an apparent low bidder or successful proposer that is indebted to the County;
- b. "Person" includes an individual, sole proprietorship, corporation, nonprofit corporation, partnership, joint venture, limited liability company, and any other entity that proposes or otherwise seeks to enter into a contract or other transaction with the County requiring approval by the Commissioner's Court;
- c. "Debt shall include delinquent taxes, fines, fees, or delinquencies arising from written agreements with the County.
- d. Prior to award of a contract by the Commissioners' Court, the Purchasing Department will request a statement of account from the Brazos County Tax Office.
- e. Any "debt" as defined above, that is reflected on the statement of account, will be documented and placed in the bid file. The bid or proposal from the person with the debt shall be considered "non-responsive" and "not responsible", eliminating it from any further consideration of award.
- f. These provisions shall apply to any "person" owned, partially owned, managed, operated or represented by a "person" indebted to the County.

Please list all the names of the individuals that have ownership, officers, managers, and board of directors that you have associated with your entity below.

Name	Title (Owner, Officer, Director, Manager, Etc.)
Randall Davidson	owner / president

LEGISLATIVE CERTIFICATIONS

Brazos County is federally mandated to adhere to the directions provided in the President’s Executive Order (EO) 13224, Executive Order on Terrorist Financing – Blocking Property and Prohibiting Transactions With Persons Who Commit, Threaten to Commit, or Support Terrorism, effective 9/24/2001 and any subsequent changes made to it via cross-referencing respondents/vendors with the Federal General Services Administration’s Excluded Parties List System (EPLS, <https://www.sam.gov>), which is inclusive of the United States Treasury’s Office of Foreign Assets Control (OFAC) Specially Designated National (SDN) list. Respondent certifies that the responding entity and its principals are eligible to participate in this transaction and have not been subjected to suspension, debarment, or similar ineligibility determined by any federal, state or local governmental entity and that Respondent is in compliance with the State of Texas statutes and rules relating to procurement and that Respondent is not listed on the federal government’s terrorism watch list as described in Executive Order 13224. Entities ineligible for federal procurement are listed at <https://www.sam.gov>. The undersigned affirms the non-debarment statement above, that they are duly authorized execute this contract. The company representative below further affirms, that the company submitting this proposal, under the provisions of Subtitle F, Title 10, Government Code Chapter 2271:

1. Does not boycott Israel currently; and
2. Will not boycott Israel during the term of the contract.

Pursuant to Section 2270.001, and 2274.002 Texas Government Code:

1. “Boycott Israel” means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made or ordinary business purposes; and
2. “Company” means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.
3. If Respondent is required to make a verification pursuant to Section 2274.002 of the Texas Government Code, Respondent verifies that Respondent does not boycott energy companies and will not boycott energy companies during the term of the Contract. If Respondent does not make that verification, Respondent must so indicate in its Response and state why the certification is not required.
4. If Respondent is required to make a verification pursuant to Section 2274.002 of the Texas Government Code, Respondent verifies that it (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and (2) will not discriminate during the term of the contract against a firearm entity or firearm trade association. If Respondent does not make that verification, Respondent must so indicate in its Response and state why the verification is not required.

Company Name: Texas Document Solutions

Authorized Company Representative: KINZE STORM

Address: 2151 Harvey Mitchell Pkwy S #101
College Station, Tx 77840

Signature: KJS

Date: 9/10/2024

Contract #: 25-022

CERTIFICATION OF BID

The undersigned further affirms the non-debarment statement above, that they are duly authorized execute this contract, that this bid has not been prepared in collusion with any other vendor, and that the contents of this bid have not been communicated to any other vendor prior to the official opening of this bid.

Signed By: KJS Title: Manager

Typed Name: KINZE STORM

Company Name: Texas Document Solutions Phone Number: 979 775 5500

Email Address: kstorm@texdocsol.com

Mailing Address: 2151 Harvey Mitchell Pkwy St 101 College Station Tx 77840
P.O. Box or Street City State Zip

Employer Identification Number: 1-75-2909451-2

Approved by Commissioners' Court on this 17 day of SEPTEMBER 2024 by
[Signature] Holding the position of COUNTY JUDGE

The following items should be completed and included in your bid submission. Failure to include these items will disqualify your bid.

- V.T.C.A. Local Government Code §262.0276 for Tax Verification (PAGE 9)
- Legislative Certification & Debarment Verification (PAGE 10)
- Certification of Bid (PAGE 11)

TEXAS DOCUMENT SOLUTIONS

You're in charge! SM

Austin, TX 78758
 College Station, TX 77845
 Lufkin, TX 75901
 Tylor, TX 75703
 Waco, TX 76712

• 2800 Longhorn Blvd #101
 • 2151 Harvay Mitchell Pkwy #100
 • 2003 Atkinson Drive
 • 4619 Troup Highway
 • 6807 Woodway Drive

• 512-886-4100 (Fax) 512-886-4101
 • 979-775-5500 (Fax) 979-775-5900
 • 936-899-2800 (Fax) 936-899-4299
 • 903-509-8900 (Fax) 903-509-9905
 • 254-881-7500 (Fax) 254-754-0555

CUSTOMER NO.	ORDER DATE 10/1/2024	INSTALL DATE	TECH REP.	SALES REP. Kinze Storm		
BILL TO:		SHIP TO (if other than Bill To):				
NAME Brazos County Purchasing Department		NAME				
ADDRESS 200 South Texas Ave #352		ADDRESS				
CITY Bryan	STATE Tx	ZIP 77803	CITY	STATE ZIP		
CONTACT Presley		CONTACT				
PHONE 979-361-4291	FAX 979-361-4293	PHONE		FAX		
ADDITIONAL COMMENTS <p style="text-align: center;">pnelson@brazoscountytexas.gov</p>						
<input type="checkbox"/> New Customer <input type="checkbox"/> Existing Customer		CUSTOMER STATUS: <input type="checkbox"/> CGEM/NJPA Account <input type="checkbox"/> State Contract		SHIP VIA: P.O. NO.		
		<input type="checkbox"/> Rental <input type="checkbox"/> Sale/Lease		TYPE ACTION REQUEST: <input type="checkbox"/> Trial Dates: <input type="checkbox"/> Other:		
QTY.	PROD. NO.	DESCRIPTION	SERIAL NO.	METER	UNIT PRICE	TOTAL
1		Monthly Maintenance				\$1,075.00
		Effective October 1, 2024 - September 30, 2025				
Includes 100,000 Black & White copies per month. Black & White overages billed at .0055 each monthly. Also Includes 3,000 Color with Overages Billed at .05 Each. Includes toners, drums, fusers, developers, staples, parts, labor and travelttime. **Excludes Paper**						
All Copies to be divided between the following equipment:						
	MX-M364N	CSCD #2	ID #31719			
	MX-M623N	County Clerk	ID #31965			
	MX-M314N	Constable Precinct #3	ID #31726			
	MX-M623N	District Clerk #1	ID #31966			
	MX-M464N	District Clerk #2	ID # 31722			
	MX-M464N	Juvenile	ID #31720			
	MX-M314N	272nd District Court	ID #32028			
	M3540idn	Associate Judge #1	ID #32000			
	M3540idn	County Clerk	ID #31714			
	MX-M314N	Jury Services	ID #31822			
	MX-M363N	County Judges Office	ID # 31874			
	MX-M314N	Purchasing Department	ID #31866			

TEXAS DOCUMENT SOLUTION

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 Lufkin, TX 75901
 Tyler, TX 75703
 Waco, TX 76712

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 • 4619 Troup Highway
 • 6807 Woodway Drive

• 512-886-4100 (Fax) 512-886-4101
 • 979-775-5500 (Fax) 979-775-5900
 • 936-699-2800 (Fax) 936-699-4299
 • 903-509-9900 (Fax) 903-509-9905
 • 254-881-7500 (Fax) 254-754-0555

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BILL TO:		SHIP TO (if other than Bill To):				
NAME Brazos County Purchasing Department		NAME				
ADDRESS 200 South Texas Ave #352		ADDRESS				
CITY Bryan	STATE Tx	ZIP 77803	CITY	STATE ZIP		
CONTACT Presley		CONTACT				
PHONE 979-361-4291	FAX 979-361-4293	PHONE		FAX		
ADDITIONAL COMMENTS <p style="text-align: center;">pnelson@brazoscountytexas.gov</p>						
<input type="checkbox"/> New Customer <input type="checkbox"/> Existing Customer		CUSTOMER STATUS: <input type="checkbox"/> CGEM/NJPA Account <input type="checkbox"/> State Contract		<input type="checkbox"/> Rental <input type="checkbox"/> Sale/Lease		
		TYPE ACTION REQUEST: <input type="checkbox"/> Trial Dates: <input type="checkbox"/> Other:		SHIP VIA: P.O. NO.		
QTY.	PROD. NO.	DESCRIPTION	SERIAL NO.	METER	UNIT PRICE	TOTAL
	BP-50C55	County Attorney	ID #33434			
	BP-50M55	Records Management	ID #33432			
	M2640dw	Information Technology	ID #33451			
	BP-50C55	85th District Court	ID #33436			
	BP-70M75	Constable Precinct #2	ID #33443			
	BP-50M55	CCL #2	ID #33437			
	BP-50M31	Brazos County Expo	ID #33440			
	BP-70M75	Jail Admin	ID #33445			
	BP-50M55	JP Precinct 1	ID #33431			
	BP-50M55	361st District	ID #33438			
	BP-70M75	Sheriff's Office Downstairs	ID #33446			
	BP-70M75	Sheriff's Office Upstairs	ID #33442			
	BP-50M55	JP Precinct 2	ID #33435			
	BP-70M75	Collections	ID #33444			
	BP-50M55	JP Precinct 3	ID #33440			
	BP-50M55	County Auditors	ID #33439			
	BP-50M36	Risk Management	ID #33433			
	BP-50M55	472nd District Court	ID #33441			

TEXAS DOCUMENT SOLUTIONS

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ADDITIONAL COMMENTS <p style="text-align: center;">pnelson@brazoscountytexas.gov</p>						
<input type="checkbox"/> New Customer <input type="checkbox"/> Existing Customer		CUSTOMER STATUS: <input type="checkbox"/> CGEM/NJPA Account <input type="checkbox"/> State Contract		<input checked="" type="checkbox"/> Rental <input type="checkbox"/> Sale/Lease		
TYPE ACTION REQUEST: <input type="checkbox"/> Trial Dates: <input type="checkbox"/> Other:			SHIP VIA: P.O. NO.			
QTY.	PROD. NO.	DESCRIPTION	SERIAL NO.	METER	UNIT PRICE	TOTAL
	MX-M564N	District Attorney	ID #31717			
	MX-M314N	Associate Court # 2	ID #31723			
	MX-M314N	Facilities Services	ID #32110			
	MX-M314N	Constable Precinct 4	ID #31721			
	MX-M564N	85th District Court Extra Area	ID #31725			
	M3540idn	Law Library	ID #32109			
	MX-314N	JP Precinct 4	ID #31718			
	MX-M6051	Rental Assistance	ID #32929			
Page 3						
SALES MANAGER		DATE 9/10/2024		Subtotal		
SERVICE MANAGER		DATE		Sales Tax		N/A
CUSTOMER ACCEPTANCE*		DATE 9/17/24		TOTAL		\$1,075.00

TEXAS DOCUMENT SOLUTIONS

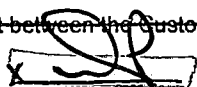

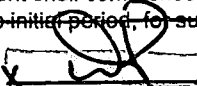

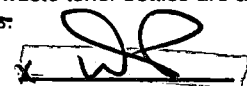

You're in charge! S.M.

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• 903-509-9900 (Fax) 903-509-9905
• 254-881-7500 (Fax) 254-754-0555

SERVICE / SUPPLY PLATINUM USER AGREEMENT Terms and Conditions

1. This Agreement shall remain in full force and effect, unless cancelled by either party in writing. This Agreement may be terminated or changed at any time, by either party on thirty (30) days written notice. Customer's obligation to pay all charges, which have accrued, shall survive any termination of this Agreement, the prorated portion of any amount prepaid will be refunded.
2. Monthly and Quarterly Base costs are payable in advance based on the Copy Volume Level and specification provided on the reverse side of this agreement, whereas the excess cost per copy changes are payable in the arrears.
3. Texas Document Solutions, Inc. shall provide inspections during the contract period at appropriate intervals. Inspections may be made in conjunction with regular or emergency service calls. Inspections, as well as all service calls, shall be made during normal business hours.
4. Texas Document Solutions, Inc. will provide parts, which have been broken or worn through normal use and are necessary for servicing and maintenance adjustments. Parts damaged by misuse or carelessness will be charged to the customer in accordance with the Texas Document Solutions, Inc. parts list price. Photoreceptive Drums are included, except for facsimile systems and cartridge type copiers and printers.
5. All service calls under this Agreement will be made during normal business hours at the customer's address as shown on the reverse side hereof. Should the equipment be moved to a location in a more distant zone, there may be an increase in the annual maintenance charge. Should the equipment be moved out of the Company's authorized serving area, this contract shall be terminated. Relocation of equipment is not covered by this agreement and will be billed at the agreed upon rate.
6. This Agreement shall not apply to repairs made necessary by accident, misuse, abuse, neglect, theft, riot, vandalism, electrical power failure, or surges, acts of God, fire, water, unauthorized supplies, or other repairs made necessary by service personnel other than those of Texas Document Solutions, Inc. Charges for repairs or replacement due to the foregoing shall be borne by the Customer.
7. This Agreement does not include applicable taxes. All taxes levied or imposed, now or hereafter, by any governmental authority shall be paid by the Customer, in accordance with the law.
8. This Agreement covers only the equipment described and does not include any accessories not listed thereon, nor does it include third party add-on devices, such as accounting software and hardware, coin-op box, etc.
9. This Agreement does not cover the Customer's network or problems related to or from the connected network. There are no warranties or guarantees regarding problems associated with the operation of the Customer's software or operating systems. Texas Document Solutions, Inc. will not be held responsible for any down time at the client's location.
10. This Agreement is not transferable by the Customer, except with the written consent of Texas Document Solutions, Inc.
11. This Agreement includes all toner and developer used under normal use, unless otherwise noted. However, it does not include excess usage attributable to theft, misuse or sky copies.
12. ~~This Agreement constitutes the entire agreement between the Customer and Texas Document Solutions, Inc. with respect to furnishing of Texas Document Solutions, Inc. service.~~  
13. Optimum performance of the equipment covered by this Agreement can be expected only if supplies provided by, or meeting the specifications of Texas Document Solutions, Inc. are used.
14. ~~The initial term of this Agreement shall commence on the date of equipment installation. This Agreement shall be automatically renewed upon expiration of the initial period, for successful renewal terms at the standard published service rates, in effect at the time of applicable renewal.~~  
15. Texas Document Solutions, Inc. would setup and configure a total of 5 stations at the time of the initial sale installation. Additional charges will be billed at the standard hourly rate for a minimum of one hour for each additional work station or computer upgrade (hardware, hard drive, CPU, operating system software change, etc.).
16. ~~Shipping charges for consumable supplies will be billed separately; plastic waste toner bottles are a permanent part of your machine and are to be reused. The customer will be charged for replacement bottles.~~  



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:
DATE OF COURT MEETING: 11/5/2024
ITEM: Approval of Contract Renewal #25-065R Post Accident and CDL Drug and Alcohol Testing for Brazos County with Anytime Analysis.
TO: Commissioners Court
FROM: Celina Nava
DATE: 10/25/2024
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Fully_Executed_Contract_-_Anytime_Analysis.pdf	Original Contract	Backup Material
Partially_Executed_Renewal_Letter.pdf	Partially Executed Renewal Letter	Backup Material



Brazos County Purchasing Department

200 SOUTH TEXAS AVE SUITE 352 BRYAN, TX 77803
PHONE (979) 361-4290 FAX (979) 361-4293

September 19, 2024

Anytime Analysis
2719 Osler Blvd.
Bryan, Texas 77802

Re: Renewal of Contract #25-065R for Post-Accident and CDL Drug & Alcohol Testing for Brazos County.

Brazos County appreciates the quality work your company has provided and would like to exercise the renewal option for *Post-Accident and CDL Drug & Alcohol Testing 25-065R, previously known as 24-086R, 23-028.*

All terms, conditions, and pricing shall remain the same. This renewal term will be for one year from January 1, 2025 to December 31, 2025.

To accept the renewal option, please fill out the information and sign below. Return the signed documents by email to cnava@brazoscountytexas.gov or fax to (979) 361-4293. Please then submit the original signed documents and an updated Certificate of Insurance by mail to the address listed above. **Please return acceptance as soon as possible.** If you have any questions, I may be reached at (979) 361-4492.

Contact Name: Jo Annie Neal Title: DIRECTOR

E-Mail: joanniehall@hotmail.com Telephone: 405-517-7224

ANYTIME ANALYSIS

[Signature]
Authorized Signature

9-23-24
Date

BRAZOS COUNTY
[Signature]
Duane Peters, County Judge

11/5/24
Date

**POST ACCIDENT AND CDL DRUG & ALCOHOL TESTING FOR BRAZOS COUNTY
SERVICE CONTRACT**

BRAZOS COUNTY PURCHASING DEPT.
200 S. Texas Ave., Ste. 352
Bryan, Texas 77803
Telephone (979) 361-4292

Contract No. 23-028
Page 1 of 12 Pages

GENERAL REQUIREMENT FOR CONTRACT

I, Annie Neal as a duly authorized representative of Any Time Analysis
"Contractor" willingly attest to perform (or deliver) as per **Exhibit A** for Brazos County.
I further agree to all of the provisions and specifications contained in this contract.

TERM

Prices quoted and term of this contract shall be upheld from January 1, 2023 through December 31, 2023

ASSIGNMENT

The successful offeror may not assign, sell or otherwise transfer this contract without written permission of Brazos County Commissioners Court. Should there be a change in ownership or management; the contract shall be terminated unless a mutual agreement is reached with the new owner or manager to continue the contract with its present provisions and prices.

AWARD

Brazos County reserves the right to award this contract on the basis of LOWEST AND BEST OFFER in accordance with the laws of the State of Texas, to waive any formality or irregularity, to make awards to more than one offeror, to reject any or all bids. The County reserves the right to accept or reject in part or in whole, any IQs submitted, and to waive any technicalities for the best interest of the County.

BIDDERS RESPONSIBILITY

It is the bidder's sole responsibility to print and review all pages of the bid document, attachments, questions and responses, addenda, and special notices. The Certification of Bid Form must be completed to include full firm name, mailing address, telephone number, email address, Vendor Tax Identification number and signed by an authorized representative of the firm. Failure to provide signature on the Certification of Bid Form renders bid non-responsive. Failure to complete the submission of all required forms, including but not limited to the Reference Page, House Bill 89 & Debarment Verification form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents may be grounds for rejection of entire bid. By submitting a response to this solicitation, the bidder agrees to comply with HB 1295, Government Code 2252.908. Bidder agrees to provide Brazos County the "Certificate of Interested Parties", Form 1295 as required, pending award, renewal, amended or extended contract. Visit https://ethics.state.tx.us/whatsnew/elf_info_form1295.htm for more information. In the event of a needed change in the specifications sent to the bidder, it is understood that all the foregoing terms shall apply to the addendum or addenda.

BRAZOS COUNTY, TEXAS

CONTRACT OBLIGATION

Brazos County Commissioners Court must award the contract and Brazos County Judge, or other person authorized by Brazos County Commissioners Court must sign the contract before it becomes binding on Brazos County or the offerors. Department heads are NOT authorized to sign contracts for Brazos County. Binding contracts shall remain in effect until all products and/or services covered by this purchase have been satisfactorily delivered and accepted.

QUANTITIES

The quantities specified in this contract are estimates only. Brazos County does not guarantee to purchase any minimum quantities or services other than those listed on a purchase order.

HOLD HARMLESS AGREEMENT

Contractor, the successful offeror, shall indemnify and hold Brazos County harmless from all claims for personal injury, death and/or property damage resulting directly or indirectly from contractor's performance. Contractor shall procure and maintain, with respect to the subject matter of this bid, appropriate insurance coverage including, as a minimum, public liability and property damage with adequate limits to cover contractor's liability as may arise directly or indirectly from work performed under terms of this contract. Certification of such coverage must be provided to Brazos County upon request.

CONTRACT RENEWALS

Renewals may be made ONLY by written agreement between Brazos County and the offeror. Any and all price escalations shall not be accepted and shall be considered a non-response.

INSPECTIONS & TESTING

Acceptance of merchandise, work, and/or equipment provided shall be made by Brazos County at the sole discretion of the Commissioners Court when all terms and conditions of the contract and specifications have been met to its satisfaction, including the submission to Brazos County of any and all documentation as may be required. Title and Risk of Loss of the goods shall not pass to Brazos County until the County actually accepts and takes possession of the goods at the point or points of delivery.

ADDITION/MODIFICATION OF LOCATIONS OR SERVICES

Brazos County reserves the right to add locations as these additional locations may be required. Locations to be added may include, but not limited to, expansions or additions to existing facilities and acquisition or construction of new properties. In the event that Brazos County makes significant structural changes to an existing facility that impacts the contractor's cost in providing the services anticipated by this contract such change may be treated as a new facility and the procedures provided for in this section may be followed in determining an appropriate price.

In the event Brazos County wishes to add other locations to a group under the contract, a quotation will be solicited from the incumbent contractor in good standing for the group in which the new location is appropriately situated.

In the event Brazos County shall sell, vacate, abandon, or otherwise dispose or terminate a location to which the contract applies, all existing contracts for services applicable to such location, the portion of

this contract that applies to such locations is terminated. All remaining portions of the contract will remain intact. Brazos County will endeavor to give the contractor written notice of such termination of locations a minimum of thirty (30) days in advance.

SUBCONTRACTING

Any subcontracting must be approved prior to commencement of the Contract by Brazos County.

INVOICES & PAYMENTS

Payments to contractors will not be made if the contractor cannot produce a Brazos County Purchase Order. Contractor shall submit an original invoice on each purchase order or purchase release after each delivery, indicating the purchase order number. Invoices must be itemized. Any invoice, which cannot be verified by the contract price and/or is otherwise incorrect, shall be corrected by the contractor. Brazos County will only be required to pay for materials actually received and/or services actually provided. Brazos County shall not be required to pay for materials or services described in the contract that are not used or provided by the contractor in completion of the contract. This term supersedes any contradicting terms throughout the contract and/or any attachments.

When multiple deliveries and/or services are required, the contractor may invoice following each delivery or performance of service and Brazos County will pay on invoice within thirty (30) days upon receipt of invoice. Contracts providing for a monthly charge will be billed and paid on a monthly basis only. The contractor will provide an invoice for each month in which Brazos County is responsible for payment, during the duration of the contract. Prior to any and all payments made for goods and/or services provided under this contract, the contractor should provide their Taxpayer Identification Number or Social Security number as applicable. This information must be on file with Brazos County Auditor's office. Failure to provide this information may result in a delay in payment and/or back-up withholding as required by the Internal Revenue Service.

PRICING

Prices for all goods and/or services shall be firm for the duration of this contract and shall be stated on the Pricing/Delivery Information form. **Prices shall be all inclusive: No price changes, additions, or subsequent qualifications will be honored during the course of the contract.** All prices must be written in ink or typewritten. Pricing on all transportation, freight, drayage and other charges are to be prepaid by the contractor and included in the bid prices. If there are any additional charges of any kind, other than those mentioned above, specified or unspecified, offeror **MUST** indicate the items required and attendant costs or forfeit the right to payment for such items. Where unit pricing and extended pricing differ, unit pricing prevails.

TAXES

Brazos County is exempt from all federal excise, state and local taxes unless otherwise stated in this contract. Brazos County claims exemption from all sales and/or use taxes under Texas Tax Code §151.309, as amended. Texas Limited Sales Tax Exemption Certificates will be furnished upon written request to Brazos County Purchasing Agent.

GOVERNING FORMS

In the event of any conflict of interpretation of any part of this overall contract, Brazos County's interpretation shall govern. In the event of a conflict between the terms, conditions, provisions, and

specifications of this contract and any other terms, conditions, provisions, and specifications provided by the contractor; the terms of this contract shall supersede.

GOVERNING LAW AND VENUE

This bid solicitation is governed by the laws of the State of Texas, specifically, the competitive bidding requirements of the County Purchasing Act, Texas Local Government Code, §262.021 *et seq.*, as amended. Offerors shall comply with all applicable federal, state and local laws and regulations. Offeror is further advised that these requirements shall be fully governed by the laws of the State of Texas and that Brazos County may request and rely on advice, decisions and opinions of the Attorney General of Texas and Brazos County Attorney concerning and portion of these requirements. Potential vendors are advised they may have disclosure requirement pursuant to Texas Local Government Code, Chapter 176. This law requires persons desiring to do business with the County to disclose any gifts that have an aggregate value in excess of \$250.00 given to any employee of the County, County Official to the County Official's family members or employment of any employee of the County, County Official or the County Official's family members during the preceding twelve (12) month period. The disclosure questionnaire must be filed with the Brazos County Clerk. Refer to Texas Local Government Code, Chapter 176 for the details of this law. Bidder understands that Brazos County is a government subject to Texas State and Federal public information statutes. Venue shall lie exclusively in Brazos County, Texas, notwithstanding anything to the contrary.

COMPLIANCE WITH LAW

The Contractor's work and materials shall comply with all state and federal laws, municipal ordinances, regulations, and directions of inspectors appointed by proper authorities having jurisdiction.

The Contractor shall perform and require all subcontractors to perform the work in accordance with applicable laws, codes, ordinances, and regulations of the State of Texas and the United States and in compliance with OSHA and other laws as they apply to its employees. In the event any of the conditions of the specifications violate the code for any industry, then such code conditions shall prevail.

The Contractor shall follow all applicable state and federal laws, municipal ordinances, and guidelines concerning soil erosion and sediment control throughout the Project and warranty term.

DISQUALIFICATION OF OFFEROR

Upon signing this contract, an offeror offering to sell supplies, materials, services, or equipment to Brazos County certifies that the offeror has not violated the antitrust laws of this state codified in Texas Business and Commerce Code §15.01, *et seq.*, as amended, or the federal antitrust laws, and has not communicated directly or indirectly the bid made to any competitor or any other person engaged in such line of business. Any or all bids may be rejected if Brazos County believes that collusion exists among the offerors. Bids in which the prices are obviously unbalanced may be rejected. Requests to withdraw a submitted bid or proposal are subject to the approval of the Purchasing Agent.

SEVERABILITY

If any section, subsection, paragraph, sentence, clause, phrase or word of these requirements or the specifications shall be held invalid, such holding shall not affect the remaining portions of these requirements and the specifications and it is hereby declared that such remaining portions would have

been included in these requirements and the specifications as though the invalid portion had been omitted.

SILENCE OF SPECIFICATIONS

The apparent silence of specifications as to any detail, or the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practice is to prevail and that only material and workmanship of the finest quality are to be used. All interpretations of specifications shall be made on the basis of this statement. The items furnished under this contract shall be new, unused of the latest product in production to commercial trade and shall be of the highest quality as to materials used and workmanship. Manufacturer furnishing these items shall be experienced in design and construction of such items and shall be an established supplier of the item bid.

TERMINATION

Brazos County reserves the right to terminate the contract for default if offeror breaches any of the terms therein, including warranties of offeror or if the offeror becomes insolvent or commits acts of bankruptcy. Such right of termination is in addition to and not in lieu of any other remedies which Brazos County may have in law or equity. Default may be construed as, but not limited to, failure to deliver the proper goods and/or services within the proper amount of time, and/or to properly perform any and all services required to Brazos County's satisfaction and/or to meet all other obligations and requirements. Brazos County may terminate the contract without cause upon thirty (30) days written notice

POLICY REQUIREMENTS FOR CERTIFICATE OF INSURANCE

CONTRACTOR'S INSURANCE

The contractor(s) before starting work for Brazos County, must furnish Brazos County a Certificate of Insurance or other acceptable evidence from a reputable insurance company or companies with an A.M. Best Rating of AA (such companies to be acceptable to Brazos County) licensed to write insurance in the state of Texas, showing that the contractor is covered by the insurance as follows:

- (1) Statutory Workers Compensation Insurance with Employers Liability Insurance in the amount of \$1,000,000. In the event any work is sublet, the contractor shall require the subcontractor similarly to provide the same coverage and shall himself acquire evidence of such coverage on behalf of the subcontractor. Waiver of subrogation is required. (TLC Sec. 401.011)
- (2) Commercial General Liability Insurance with a \$ 1,000,000 Combined Single Limit. The policy shall be on the Comprehensive General Liability 1986/90 occurrence form, and shall include coverage for acts of independent contractors, and shall name Brazos County as an additional insured. Waiver of subrogation is required. No claims made policies will be acceptable without prior approval by the Commissioners Court/Risk Management.
- (3) Automobile Public Liability Insurance with a \$1,000,000 Combined Single Limit, in all self-propelled vehicles used in connection with the contract, whether owned, non-owned or hired.

The Certificate of Insurance furnished to Brazos County shall contain a provision that coverage under such policies shall not be canceled or materially changed until at least 30 days prior written notice has

been given to Brazos County.

LIMITATIONS

The parties are aware that there are constitutional and statutory limitations on the authority of Brazos County to enter into certain terms and conditions of the contract, including, but not limited to, authorizations of the placement of liens on Brazos County property; disclaimers and limitations of warranties; disclaimers and limitations of liability for damages; waivers, disclaimers and limitations of legal rights, remedies, requirements and processes; limitations of periods to bring legal action; granting control of litigation or settlement to another party; liability for acts or omissions of third parties; payment of attorneys' fees; dispute resolution; indemnities; and confidentiality (collectively, the "Limitations"). Any contract terms and conditions related to the Limitations will not be binding on Brazos County except to the extent authorized by the laws and Constitution of the State of Texas.

COVERAGES/WAGES

Nothing in this contract shall be construed as making Brazos County responsible for the payment of compensation and/or any benefits for contractor including health, property, motor vehicle, workers' compensation, disability, death, and dismemberment insurance for the contractor's employees and/or equipment. Nothing in the contract shall be construed as making Brazos County responsible for wages, materials, logistical support, equipment, and related travel expenses incurred by the contractor.

SOVEREIGN IMMUNITY

The parties understand that Brazos County does not waive or relinquish any immunity or defense on behalf of itself, officers, employees, agents, and volunteers as a result of its execution of this contract and the performance of the covenants contained herein. Further, Brazos County is not responsible for any civil liability that arises from any act or omission made within the course and scope of this contract. The parties understand and agree that Brazos County does not assume civil liability under any theory of law for the actions of the contractor in providing services hereunder.

NOTICES

Notices shall be mailed to the addresses designated herein or as may be designated in writing by the parties from time to time and shall be deemed received when sent postage prepaid U.S. Mail to the following addresses:

BRAZOS COUNTY:
Brazos County, Texas
Duane Peters, Brazos County Judge
200 South Texas Avenue, Suite 332
Bryan, Texas 77803

CONTRACTOR:

Sales Contract Name:

Phone Number:

Billing Info:

FISCAL FUNDING CLAUSE

Notwithstanding any provisions contained herein, the obligations of Brazos County are expressly contingent upon the availability of funding for the obligations contained herein for the term of the contract and any extensions and renewals thereto.

WAIVERS

No waiver by either party hereto of any term or condition of this contract shall be deemed or construed to be a waiver of any other term or condition or subsequent waiver of the same term or condition.

ENTIRE CONTRACT

This contract represents the entire and integrated agreement between Brazos County and the contractor and supersedes all prior negotiations, representations, or contracts, either written or oral. This contract may only be amended by written instrument approved and executed by the parties.

AVAILABILITY AND RETENTION OF RECORDS

All records relating to the service provided under this contract and supporting documentation for invoices submitted to Brazos County by the contractor shall be retained and made available by the contractor for audit by Brazos County, its duly authorized representatives, the State of Texas (including, but not limited to the Auditor of the State of Texas, Inspector General or duly appointed law enforcement officials) and agencies of the United States Government. Such records shall be returned by contractor and made available for any time period required by state or federal law. If changes occur in the governing state or federal law, regarding retention records, contractor shall comply with such changes. If an audit is initiated before the expiration of such time periods required by state or federal law regarding retention of records, the contractor shall retain such records until the audit is concluded and all issues resolved. Contractor shall provide Brazos County with copies of such audits that be conducted with respect to the contract. The requirements of Subchapter J, Chapter 552, Government Code, may apply to this contract and the contractor or vendor agrees that the contract can be terminated if the contractor or vendor knowingly or intentionally fails to comply with a requirement of that subchapter. This provision is mandatory and may not be altered or deleted, as required by Sec. 552.372(b) of the Texas Government Code.

AUDIT RESPONSIBILITY

The contractor shall be responsible for receiving, replying to and/or complying with any audit exception by appropriate federal, state or local audit directly related to the provision of this contract.

The contractor shall repay to Brazos County the full amount received for duplicate billings, erroneous billings, false or deceptive claims. The contractor recognizes and agrees that Brazos County may withhold any money due and recover through any appropriate method any money erroneously paid under this contract if evidence exists of less than full compliance with this contract.

INDEMNIFICATION

The contractor shall defend, indemnify and save harmless Brazos County and all its officers, agents, and employees from all suits, actions, or claims of any character, name and description including attorney's

fees expenses brought for or on account of any injuries or damages received or sustained by any person or persons or property, by or from the said contractor or his employees or by or in consequence of any negligence in safeguarding the work, or through the use of unacceptable materials in construction of the work, or by or on account of any act of omission, the Worker Compensation Law or any other law, ordinance, order or decree, and so much of the money due the said contractor under and by virtue of his contract as shall be considered necessary by Brazos County may be retained for the use of Brazos County, or in case no money is due, his sureties shall be held until suit or suits, action or actions, claim or claims for injury or damages as aforesaid shall have been settled and satisfactory evidence to that effect furnished Brazos County. Contractor shall defend, indemnify and save harmless Brazos County, its officers, agents and employees in accordance with this indemnification clause regardless of whether the injury or damage is caused in part by Brazos County, its officers, agents or employees.

The following items should be completed and included in your bid submission. Failure to include these items will disqualify your bid.

- V.T.C.A. Local Government Code §262.0276 for Tax Verification (PAGE 9)**
- House Bill 89 & Debarment Verification (PAGE 10)**
- All Addendums (if applicable)**
- Certification of Bid (PAGE 11)**

V.T.C.A. LOCAL GOVERNMENT CODE §262.0276

THIS SECTION MUST BE COMPLETED. FAILURE TO COMPLETE THIS SECTION WILL DISQUALIFY THE BID.

Brazos County shall refuse to enter into a contract or other transaction with a person who owes a debt to the County per V.T.C.A Local Government Code §262.0276.

- a. This refusal to award a contract to or enter into a transaction with a person, pertains to an apparent low bidder or successful proposer that is indebted to the County;
- b. "Person" includes an individual, sole proprietorship, corporation, nonprofit corporation, partnership, joint venture, limited liability company, and any other entity that proposes or otherwise seeks to enter into a contract or other transaction with the County requiring approval by the Commissioner's Court;
- c. "Debt shall include delinquent taxes, fines, fees, or delinquencies arising from written agreements with the County.
- d. Prior to award of a contract by the Commissioners' Court, the Purchasing Department will request a statement of account from the Brazos County Tax Office.
- e. Any "debt" as defined above, that is reflected on the statement of account, will be documented and placed in the bid file. The bid or proposal from the person with the debt shall be considered "non-responsive" and "not responsible", eliminating it from any further consideration of award.
- f. These provisions shall apply to any "person" owned, partially owned, managed, operated or represented by a "person" indebted to the County.

Please list all the names of the individuals that have ownership, officers, managers, and board of directors that you have associated with your entity below.

Name	Title (Owner, Officer, Director, Manager, Etc.)
JoAnn Neal	Director
Brian Neal	CEO

LEGISLATIVE CERTIFICATIONS

Brazos County is federally mandated to adhere to the directions provided in the President’s Executive Order (EO) 13224, Executive Order on Terrorist Financing – Blocking Property and Prohibiting Transactions With Persons Who Commit, Threaten to Commit, or Support Terrorism, effective 9/24/2001 and any subsequent changes made to it via cross-referencing respondents/vendors with the Federal General Services Administration’s Excluded Parties List System (EPLS, <https://www.sam.gov>), which is inclusive of the United States Treasury’s Office of Foreign Assets Control (OFAC) Specially Designated National (SDN) list. Respondent certifies that the responding entity and its principals are eligible to participate in this transaction and have not been subjected to suspension, debarment, or similar ineligibility determined by any federal, state or local governmental entity and that Respondent is in compliance with the State of Texas statutes and rules relating to procurement and that Respondent is not listed on the federal government's terrorism watch list as described in Executive Order 13224. Entities ineligible for federal procurement are listed at <https://www.sam.gov>. The undersigned affirms the non-debarment statement above, that they are duly authorized execute this contract. The company representative below further affirms, that the company submitting this proposal, under the provisions of Subtitle F, Title 10, Government Code Chapter 2271:

1. Does not boycott Israel currently; and
2. Will not boycott Israel during the term of the contract.

Pursuant to Section 2270.001, and 2274.002 Texas Government Code:

1. “Boycott Israel” means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made or ordinary business purposes; and
2. “Company” means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.
3. If Respondent is required to make a verification pursuant to Section 2274.002 of the Texas Government Code, Respondent verifies that Respondent does not boycott energy companies and will not boycott energy companies during the term of the Contract. If Respondent does not make that verification, Respondent must so indicate in its Response and state why the certification is not required.
4. If Respondent is required to make a verification pursuant to Section 2274.002 of the Texas Government Code, Respondent verifies that it (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and (2) will not discriminate during the term of the contract against a firearm entity or firearm trade association. If Respondent does not make that verification, Respondent must so indicate in its Response and state why the verification is not required.

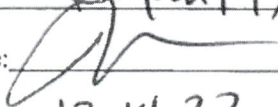
5.

Company Name: Any Time Analysis

Authorized Company Representative: JoAnn Neal

Address: 2719 Oslee Blvd

Bryan, TX 77802

Signature: 

Date: 12-14-22

Contract #: 23-028

CERTIFICATION OF BID

The undersigned further affirms the non-debarment statement above, that they are duly authorized execute this contract, that this bid has not been prepared in collusion with any other vendor, and that the contents of this bid have not been communicated to any other vendor prior to the official opening of this bid.

Signed By:  Title: DIRECTOR


Typed Name: Jo Annie Neal

Company Name: Any Time Analysis Phone Number: 405-517-7224

Email Address: joanniehall@hotmail.com

Mailing Address: 2719 OSBOR BVD BRYAN, TX 77802
P.O. Box or Street City State Zip

Employer Identification Number: 46-3803661

Approved by Commissioners' Court on this 20 day of DECEMBER 2022 by  Holding the position of COUNTY JUDGE



ANY TIME ANALYSIS
Consortium Third Party Administrator (C/TPA)

DOT / FMCSA Industry
RANDOM TESTING PROGRAM AGREEMENT

January 2023 - December 2023

1. **SCOPE & DUTIES.** ANY TIME ANALYSIS agrees to provide CLIENT with RANDOM DRUG TESTING IN COMPLIANCE WITH THE FEDERAL MOTOR CARRIER SAFETY ADMINISTRATION (FMCSA) AS SET FORTH IN 49 CFR PART 382.305

§ 382.301: Pre-employment testing.

(a) Prior to the first time a driver performs safety-sensitive functions for an employer, the driver shall undergo testing for controlled substances as a condition prior to being used, unless the employer uses the exception in paragraph (b) of this section.

No employer shall allow a driver, who the employer intends to hire or use, to perform safety-sensitive functions unless the employer has received a controlled substances test result from the MRO or C/TPA indicating a verified negative test result for that driver.

(b) An employer is not required to administer a controlled substances test required by paragraph (a) of this section if:

- (1) The driver has participated in a controlled substances testing program that meets the requirements of this part within the previous 30 days; and
- (2) While participating in that program, either:
 - (i) Was tested for controlled substances within the past 6 months (from the date of application with the employer), or
 - (ii) Participated in the random controlled substances testing program for the previous 12 months (from the date of application with the employer); and
- (3) The employer ensures that no prior employer of the driver of whom the employer has knowledge has records of a violation of this part or the controlled substances use rule of another DOT agency within the previous six months.

(c)(1) An employer who exercises the exception in paragraph (b) of this section shall contact the controlled substances testing program(s) in which the driver participates or participated and shall obtain and retain from the testing program(s) the following information:

- (i) Name(s) and address(es) of the program(s).
- (ii) Verification that the driver participates or participated in the program(s).
- (iii) Verification that the program(s) conforms to part 40 of this title.
- (iv) Verification that the driver is qualified under the rules of this part, including that the driver has not refused to be tested for controlled substances.
- (v) The date the driver was last tested for controlled substances.
- (vi) The results of any tests taken within the previous six months and any other violations of subpart B of this part.

(2) An employer who uses, but does not employ a driver more than once a year to operate commercial motor vehicles must obtain the information in paragraph (c)(1) of this section at least once every six months. The records prepared under this paragraph shall be maintained in accordance with § 382.401. If the employer cannot verify that the driver is participating in a controlled substances testing program in accordance with this part and part 40 of this title, the employer shall conduct a pre-employment controlled substances test.

§ 382.305: Random Testing

(a) Every employer shall comply with the requirements of this section. Every driver shall submit to random alcohol and controlled substance testing as required in this section.

(l) Each employer shall require that each driver who is notified of selection **for random alcohol and/or controlled substances testing proceeds to the test site immediately**; provided, however, that if the driver is performing a safety-sensitive function, other than driving a commercial motor vehicle, **at the time of notification, the employer shall instead ensure that the driver ceases to perform the safety-sensitive function and proceeds to the testing site as soon as possible.**

(m) **A driver shall only be tested for alcohol while the driver is performing safety-sensitive functions, just before the driver is to perform safety-sensitive functions, or just after the driver has ceased performing such functions.**

Client will provide **Any Time Analysis** with all employee name(s) and identification numbers for random selection. Any Time Analysis will electronically report to Client the results of each test in a timely manner. Any Time Analysis will perform those services required and shall take reasonable steps to keep Client informed of the progress of the matter and to respond to Client's inquiries.

§382.307 Reasonable suspicion testing. (a) An employer shall require a driver to submit to an alcohol test when the employer has reasonable suspicion to believe that the driver has violated the prohibitions of subpart B of this part concerning alcohol. The employer's determination that reasonable suspicion exists to require the driver to undergo an alcohol test must be based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech or body odors of the driver.

(b) An employer shall require a driver to submit to a controlled substances test when the employer has reasonable suspicion to believe that the driver has violated the prohibitions of subpart B of this part concerning controlled substances. The employer's determination that reasonable suspicion exists to require the driver to undergo a controlled substances test must be based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech or body odors of the driver. The observations may include indications of the chronic and withdrawal effects of controlled substances.

(c) The required observations for alcohol and/or controlled substances reasonable suspicion testing shall be made by a supervisor or company official who is **trained in accordance with §382.603**. The person who makes the determination that reasonable suspicion exists to conduct an alcohol test shall not conduct the alcohol test of the driver.

§382.303 Post-accident testing.

(a) As soon as practicable following an occurrence involving a commercial motor vehicle operating on a public road in commerce, each employer shall test for alcohol for each of its surviving drivers:

(1) Who was performing safety-sensitive functions with respect to the vehicle, if the accident involved the loss of human life; or

(2) Who receives a citation within 8 hours of the occurrence under State or local law for a moving traffic violation arising from the accident, if the accident involved:

(i) Bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or

(ii) One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.

(b) As soon as practicable following an occurrence involving a commercial motor vehicle operating on a public road in commerce, each employer shall test for controlled substances for each of its surviving drivers:

(1) Who was performing safety-sensitive functions with respect to the vehicle, if the accident involved the loss of human life; or

(2) Who receives a citation within thirty-two hours of the occurrence under State or local law for a moving traffic violation arising from the accident, if the accident involved:

(i) Bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or

(ii) One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.

(d) The following table notes when a post-accident test is required to be conducted by paragraphs (a)(1), (a)(2), (b)(1), and (b)(2) of this section:

TABLE FOR §382.303(A) AND (B)

Type of accident involved	Citation issued to the CMV driver	Test must be performed by employer
i. Human fatality	YES NO	YES YES
ii. Bodily injury with immediate medical treatment away from the scene	YES NO	YES NO
iii. Disabling damage to any motor vehicle requiring tow away	YES NO	YES NO

2. **FEES** Client agrees to pay **\$150 per year** to enroll employees into our random testing consortium pool and create annual MIS report at end of year as required by DOT. Any Time Analysis agrees to manage Client's drug and alcohol testing data for a period of 12 calendar months. Any Time Analysis shall enter active employee name(s) into a random testing consortium pool and randomly generate random selections spread out throughout the calendar year.

Client agrees to pay ANY TIME ANALYSIS for the following services:

- **PREPAID Annual Membership Fee \$150**
This fee shall INCLUDE: 2023 MIS annual report, data management, report and record keeping.
- **CREDIT CARD REQUIRED.** Individual operators and private companies requiring our services must have a valid credit card number on file. Client agrees and authorizes Any Time Analysis to AUTOMATICALLY draft from their credit card, services performed at our facility or services performed and coordinated with a third-party collection site facility if applicable. Invoices are due and payable at NET 30.
- DOT Drug Test \$60 Per Test (Pre-Employment, Random, Post Accident, Reasonable Suspicion)
- DOT Alcohol Test \$35 Per Test
- Supervisor Training, Reasonable Suspicion Training – Online \$50 (per person)
- Employee Training (Drug/Alcohol Awareness) – Online \$25 (per person)

AFTER HOURS TESTING (ON-CALL) / Weekends & Holidays – AS NEEDED ONLY

- STANDARD AFTER HOURS FEE at Any Time Analysis \$ 200 (includes cost of drug and/or alcohol test)
5pm – 11pm (\$200) or (\$300) if testing AFTER 11 pm
- HOLIDAY AFTER HOURS FEE at Any Time Analysis \$300 (includes cost of drug and/or alcohol test)

THIRD PARTY COLLECTION SITE FEE – AS NEEDED ONLY

Only applicable if sending employees to a collection site outside of Any Time Analysis (nationwide). This test must first be coordinated with Any Time Analysis prior to sending employees for testing.

- Third party collection site (included cost of test). **DRUG TEST \$100 ALCOHOL TEST: \$100**
- Third party collection site fee for POST-ACCIDENT TESTING may also incur following charges if applicable: AFTER HOURS fee + HOURLY fee + MILEAGE + cost of drug and/or alcohol test

3. **CLIENT RESPONSIBILITIES.** Client shall be responsible for the following:

- 3 Years Drug and Alcohol Background Check for all NEW HIRES
- ***ENROLL in FMCSA Clearinghouse before JAN 6, 2020*** <https://clearinghouse.fmcsa.dot.gov/>
- **Query the FMCSA Clearinghouse current and prospective employees'** drug and alcohol violations **BEFORE** permitting those employees to operate a CMV on public roads.
- Query the FMCSA Clearinghouse ANNUALLY for each driver they currently employ.
- Promptly conducting a PRE-EMPLOYMENT drug test on all NEW DRIVERS
- Promptly enrolling new employees into Random Drug Testing Program
- Following RANDOM testing instructions

The Clearinghouse Rule (NEW RULE effective JAN 6, 2020)

The Clearinghouse rule requires FMCSA-regulated employers, medical review officers (MROs), substance abuse professionals (SAPs), consortia/third-party administrators (C/TPAs), and other service agents to report to the Clearinghouse information related to violations of the drug and alcohol regulations in 49 Code of Federal Regulations, Parts 40 and 382 by current and prospective employees.

The Clearinghouse will also require the following:

- Employers will be required to query the Clearinghouse for current and prospective employees' drug and alcohol violations before permitting those employees to operate a CMV on public roads.
- Employers will be required to annually query the Clearinghouse for each driver they currently employ.
- **JANUARY 6, 2020:** Authorized users will be required to complete the actions described in the Clearinghouse final rule. At this time, employers will be required to conduct both electronic queries and traditional manual inquiries with previous employers to meet the three-year timeframe, required by FMCSA's drug and alcohol use testing program, for checking CDL driver violation histories. Drivers may also view their own records for information recorded on or after January 6, 2020.
- **JANUARY 6, 2023:** Once three years of violation data are stored in the Clearinghouse, employers are no longer required to also request information from the driver's previous FMCSA-regulated employers under 391.23(e); an employer's query of the Clearinghouse will satisfy that requirement.

Clearinghouse QUERIES <https://clearinghouse.fmcsa.dot.gov/Resource/Index/Query-Plan>

The Clearinghouse final rule requires that **employers** conduct queries:

- As part of **any pre-employment** driver investigation.
- At least **annually** for **every** CDL driver currently employed.

There are two types of queries:

- **LIMITED QUERIES** • check for the presence of information in the queried driver's Clearinghouse record. Driver consent is obtained outside the Clearinghouse.
- **FULL QUERIES** • disclose to employers and designated C/TPAs detailed information about any resolved or unresolved violations in a driver's Clearinghouse record. If a limited query returns a result that there is information recorded in the Clearinghouse about the queried driver, and the employer follows up with a full query to access the detailed violation information, **the employer will only be charged once for both queries.**

DESIGNATED EMPLOYER REPRESENTATIVE (DER)

The Designated Employer Representative, or DER, is an employee authorized to take immediate action to remove employees from (or have them removed from) safety-sensitive duties and to make required decisions in the testing and evaluation processes. The DER also receives drug/alcohol test results and other communications for the employer. Only an employee (or the employer directly) may act as a DER.

Company: _____

Address: _____

PRIMARY DER NAME: _____

Phone: _____ Cellphone: _____

Email: _____ Fax: _____

ALTERNATE DER NAME: _____

Phone: _____ Cellphone: _____

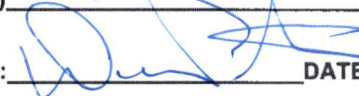
Email: _____ Fax: _____

ANY TIME ANALYSIS

Signature: JoAnnie Hall Neal

Name: JoAnnie (Hall) Neal

Client Name (COMPANY) BRAZOS COUNTY

AUTHORIZED SIGNATURE:  DATE 12/20/22

Printed name: DUANE PETERS



Any Time Analysis

Bryan: 2719 Osler Blvd Bryan, TX 77802
LaGrange: 264 S Reynolds Street La Grange, TX 78945

Email: anytimeanalysis@hotmail.com
Phone: 979-823-9000 Fax: 979-823-9005

Credit Card Authorization Form

CREDIT CARD REQUIRED. Individual operators and private companies requiring our services must have a valid credit card number on file. Client agrees and authorizes Any Time Analysis to AUTOMATICALLY draft from their credit card, services performed at our facility or services performed and coordinated with a third-party collection site facility if applicable.

Company Name: _____

VISA MASTER CARD AMERICAN EXPRESS

CREDIT CARD NUMBER: _____

Name on credit card:	Expiration Date:
CVV# (security code)	Billing Zip Code:

Authorized by (print name) _____

Authorized by (signature) _____

Date: _____



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 11/5/2024

ITEM: Permission to Advertise CIP #25-560 Architect for 101 North Texas Avenue.

TO: Commissioners Court

FROM: Kaitlyn Battles

DATE: 10/30/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[Request to Advertise.pdf](#)

Request to Advertise

Backup Material



Brazos County Purchasing Department

200 S. TX AVE., SUITE 352 BRYAN, TX 77803
PHONE (979) 361-4290 FAX (979) 361-4293

BRAZOS COUNTY BID/RFP/RFQ DOCUMENTATION SHEET

The Purchasing Department would like to request Commissioner's Court approval to advertise and go out for Bid on the following:

DATE: November 5, 2024

RFQ NUMBER: CIP 25-560

TITLE: Architect for 101 North Texas Avenue

REQUESTING DEPARTMENT: Commissioner's Court

APPROVAL SIGNATURE: _____

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

Duane Peters, County Judge

DATE APPROVED: _____

NOVEMBER 5, 2024



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:
DATE OF COURT MEETING: 11/5/2024
ITEM: Permission to Advertise CIP #25-563 Construction Manager at Risk for 101 North Texas Avenue.
TO: Commissioners Court
FROM: Kaitlyn Battles
DATE: 10/30/2024
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Request to Advertise.pdf	Request to Advertise	Backup Material



Brazos County Purchasing Department

200 S. TX AVE., SUITE 352 BRYAN, TX 77803
PHONE (979) 361-4290 FAX (979) 361-4293

BRAZOS COUNTY BID/RFP/RFQ DOCUMENTATION SHEET

The Purchasing Department would like to request Commissioner's Court approval to advertise and go out for Bid on the following:

DATE: November 5, 2024

RFQ NUMBER: CIP 25-563

TITLE: Construction Manager at Risk for 101 North Texas Avenue

REQUESTING DEPARTMENT: Commissioner's Court

APPROVAL SIGNATURE: _____

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

Duane Peters, County Judge

DATE APPROVED: _____

NOVEMBER 5, 2024



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 11/5/2024

ITEM: Approval of Pricing Proposals for Commissioning Services with Tom Green & Company Engineers, Inc.

- a. CIP #25-567 Road & Bridge Office Building for \$145,000.00
- b. CIP #25-568 Medical Examiner's Office Building for \$375,000.00

TO: Commissioners Court

FROM: Presley Nelson

DATE: 10/30/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Partly_Executed_Commissioning_Proposal_-_Medical_Examiner_s_Office.pdf	Medical Examiner's Office Proposal	Backup Material
Partly_Executed_Commissioning_Proposal_-_Road_Bridge.pdf	Road & Bridge Proposal	Backup Material

**Tom Green & Company
Engineers, Inc.**

October 30, 2024

PN 124147B
CONFIDENTIAL

Trevor Lansdown
Brazos County
200 S Texas Ave
Bryan, TX 77803

SUBJECT: Commissioning Services RFQ No. 24-135 – Brazos County Road & Bridge Building Remodels: Proposal for Commissioning Services

Trevor:

We appreciate this opportunity to present our proposal for commissioning (Cx) services for the subject project. We look forward to serving you with timely and quality services.

As I understand the project, it involves remodeling of two separate buildings: the office building and the shop building. The project is understood to have completed design and is currently in the bid/solicitation stage for the general contractor. It is our understanding that the office building remodel includes a renovation of the building envelope and does not include mechanical work. The shop building is understood to include renovation of the building envelope and upgrades to the mechanical systems.

Cx Services Description

To better define the expected Cx scope, I offer the following outline of Cx Services that will be provided. The depth at which certain tasks are performed will be adapted based on specific project needs in accordance with the project budget. Other tasks may be added or removed from scope based on project specific needs and confirmation from the Owner.

Pre-Construction Phase Cx Services

- Review of design documents issued for construction for compliance with general code requirements (primarily related to mechanical systems and building envelope) and engineering fundamentals. The focus of the review shall be for the purpose of general constructability, functionality, and maintainability of the systems.
- Meeting with the Owner for confirmation of critical design elements with Owner's needs and standards.
- Review design specifications for appropriate of Cx obligations and provide supplemental Cx specifications/obligations if/as necessary.
- Providing Cx review logs to the A/E team noting findings from review of design documents to be incorporated into revisions by the design team if/as necessary.
- Review of A/E responses to Cx log items and confirmation that items were addressed by the A/E team appropriately.

Brazos County Road & Bridge Building Remodels: Proposal for Cx Services

Bid/Solicitation Phase Cx Services

- Review Contractor qualifications, bids, and/or CMR's Guaranteed Maximum Prices (GMPs), as applicable for the project delivery type.
- Review inclusions/exclusions and clarifications of bids against Contract Documents in coordination with the A/E team.

Construction Phase Cx Services

- Review of pertinent construction documentation, including major equipment submittals, envelope construction submittals, Requests for Information (RFIs), and Contractor's Pay Applications.
- Review of addendums, revisions, Architects Supplemental Instructions (ASIs), etc., released during construction.
- Lead pre-Cx planning meeting(s) with project stakeholders (construction team, design team, Owner representatives, and others as applicable).
- Develop a Cx plan for the construction process to be incorporated into the Contractor's construction schedule, including pre-functional performance checklists (PFPCs), functional performance tests (FPTs), and an integrated systems test (IST). The level of detail and format of the PFPCs, FPTs, and IST will vary depending on the type/size of the project and overall project goals/needs.
- Attend construction progress meetings. In general, the CxA's attendance will be virtual, unless in-person attendance is beneficial to the project or if the CxA is already onsite for other Cx activities. Meeting minutes/records to be created and distributed by parties other than TGCE (unless otherwise agreed upon with Brazos County).
- Perform progress site visits to the project at critical points during the construction process to review installations and mockups, witness pertinent systems testing and equipment startups where determined to be important by the CxA or Owner, review contractor's pre-functional checks, and witness functional testing.
- Create, manage, and issue Cx deficiency logs based on observations made during the CxA's site visits, PFPCs, FPTs, and IST.
- Develop and issue a Cx report detailing the Cx activities performed, their outcomes, and any remaining work (if applicable) not completed through the Cx process.

Project Close-Out and Warranty Phase Cx Services

- Review close-out documentation provided by the A/E and Construction teams (e.g., as-builts, record drawings/specifications, record submittals, O&M manuals, etc.) and confirm that all documents required by the OPRs/CFRs and Contract Documents are provided.
- Perform warranty site visits to observe site conditions at stages throughout the warranty period as requested by the Owner.
- Confirm that the contractor provides all required Owner training.
- If necessary and appropriate, select system testing will be performed in specific seasons where such tests could not be performed in the season of original testing.

Understanding of Proposal Exclusions:

It is understood that the following items are currently not requested, not applicable, or not expected to be needed by this team. To the extent scope is determined to be otherwise as the project evolves, additional scope can be performed by the CxA with confirmation by the Owner.

- Design reviews and other Cx activities will generally be limited to MEP, fire alarm (FA), fire protection (FP), and building envelope systems. All other trades are not currently

Brazos County Road & Bridge Building Remodels: Proposal for Cx Services

included in the Cx scope, except where such scopes are understood to impact MEP, FA, FP, and building envelope systems. To the extent that they are deemed to be necessary for the respective project scope, TGCE will engage those services for inclusion in Cx services.

- Design milestone and other reviews will generally not include the CxA performing cooling/heating load calculations, hygrothermal analysis, or other detailed calculations/analysis.
- Permitting for the project is understood to be the responsibility of the Construction team/Contractor.
- Opinions of Probable Construction Costs (OPCCs) are to be provided by parties other than the CxA (e.g., the CMR).
- Testing, Adjusting, and Balancing (TAB) is to be procured by the Contractor or the Owner, depending on specific project requirements. TAB is not included under TGCE's contract. TGCE will support the TAB process as applicable to Cx services and as requested by the Owner.

Cx Services Fee

We believe an hourly fee budget approach best fits the potentially varying level of effort required for these Cx services. Effort will be billed against the contracted fee on an hourly personnel cost expended in each billing period. This approach provides both an upper-limit protection for the Owner as well as the assurance that the Owner receives the benefit of all economies we experience.

We have estimated our level of effort for this project to be \$145,000 and propose that estimate as the fee budget.

It is understood that hourly fee budgets may not be sufficient to complete all the necessary work for the project. As we approach the fee budget amount, TGCE so advises you to review the status of the project and expectations for further direction of work to mutually determine if an extension of the budget is appropriate or if we should pause our services upon reaching the budget. This review is to occur through our monthly invoicing for work performed for the prior work period, with direction by the Owner if it anticipates expansion of budget or restriction of work.

The required level of effort for each project is influenced by a number of factors, such as project complexity, project delivery method, project design team, project construction team, and procurement issues (e.g., long lead times, etc.) or other economic factors that impact project schedule. Some of these factors are outside of the CxA's control, but the CxA is committed to adapting their services to meet the varying needs of the project as the various project factors impact them as can reasonably be accomplished within the agreed-upon fee budgets. Where such factors are expected to limit the work that can be accomplished within the agreed-upon fee budget, TGCE will notify the Owner of such and receive direction from the Owner on how to proceed.

For reference, WJE's proposal for the building envelope commissioning services is attached. The fee budget presented in their proposal is included in the total fee budget indicated above.

Additional Services

Given the hourly budget approach to the project, additional services are not applicable, as all hourly efforts are invoiced.

Brazos County Road & Bridge Building Remodels: Proposal for Cx Services

Invoicing

Invoicing will be monthly with the net due in thirty (30) days, consistent with the Master Contract.

Ours and our subconsultant's normal hourly rates which apply to our services can be found attached. (These rates are subject to annual adjustments in accordance with our standard salary review practices.)

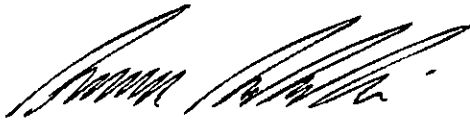
Reimbursables are in addition to labor charges. Reimbursables include costs of out-of-town travel (mileage at active IRS rates).

Acceptance

If this proposal is acceptable to you, please provide an approval consistent with your normal procedures. Should there be any questions or requested changes, please contact me to go over them at your earliest opportunity.

We appreciate this opportunity to serve you and the Owner, and look forward to a successful project!

Sincerely,



Cameron Labunski, P.E.
Principal Engineer

Texas Firm Registration No. 2929

CL:wh

APPROVED


11/5/24

Duane Peters
County Judge

Date

Tom Green & Company Engineers, Inc.

MEP Hourly Rates, Effective March, 2024

<u>Designation</u>	<u>Rate per Hour</u>
Principal Engineer,	\$340
Senior Engineer,	\$295
Staff Engineer,	\$260
Engineer,	\$230
Senior Designer,	\$215
Staff Designer,	\$195
Engineer-in-training,	\$170
Designer,	\$160
Tech Staff,	\$150
Administrator,	\$145
Clerical,	\$95

Licensed Engineers

<u>Principal Engineer</u>	<u>TX License No.</u>
Tom Green	51655
Tod Thompson	75752
Cameron Labunski	92707
<u>Senior Engineer</u>	
Sam Hammer	57683
Ruth Sulzer	97586
Jennifer Hall	104958
John A. Marsac	114415
<u>Staff Engineer</u>	
Yinling Ng	139459
<u>Engineer</u>	
Alvaro Gloria	141147
Wyatt Hahn	144591
Miguel Minick	148855

These rates are subject to annual adjustment in accordance with our standard salary review practices, and will be adjusted as such for invoicing.

**Tom Green & Company
Engineers, Inc.**

October 30, 2024

PN 124147A
CONFIDENTIAL

Trevor Lansdown
Brazos County
200 S Texas Ave
Bryan, TX 77803

SUBJECT: Commissioning Services RFQ No. 24-135 – Brazos County Medical Examiner's Office: Proposal for Commissioning Services

Trevor:

We appreciate this opportunity to present our proposal for commissioning (Cx) services for the subject project. We look forward to serving you with timely and quality services.

As I understand the project, it involves the design and construction of a new medical examiner's office (MEO) in Brazos County on a plot of land purchased by the County. While it is anticipated that this land will further be developed for future buildings, the current phase of the project only includes the MEO.

The project is understood to comprise two GMPs: GMP1, which generally covers the site development and site utilities, and GMP2, which generally consists of the remainder of the building construction. GMP1 is understood to be in the bid process through the construction manager at risk (CMR). GMP2 is understood to be at the 90% construction documents (CDs) level of development in design. The design team is working towards 100% CDs, currently expected to be issued in around February, and it is understood that the CMR will be bidding the 90% CDs to create the GMP.

Cx Services Description

To better define the expected Cx scope, I offer the following outline of Cx Services that will be provided. The depth at which certain tasks are performed will be adapted based on specific project needs in accordance with the project budget. Other tasks may be added or removed from scope based on project specific needs and confirmation from the Owner.

Design Phase Cx Services

- Review of 90% and 100% Construction Documents (CDs) for compliance with general code requirements (primarily related to mechanical systems and building envelope) and – engineering fundamentals. The focus of such reviews shall be for the purposes of general constructability, functionality, and maintainability of the systems.
- Meeting with the Owner for confirmation of critical design elements with Owner's needs and standards.
- Review design specifications for appropriate of Cx obligations and provide supplemental Cx specifications/obligations if/as necessary.

Brazos County Medical Examiner's Office: Proposal for Cx Services

- Providing Cx review logs to the A/E team noting findings from review of design documents.
- Review of A/E responses to Cx log items and confirmation that items were addressed by the A/E team appropriately.
- Attend design progress meetings, the frequency and length of which are to be as applicable for the particular project and determined by the Owner. In general, the commissioning authority's (CxA's) attendance will be virtual, unless in-person attendance is beneficial to the project or if the CxA is already onsite for other Cx activities. Meeting minutes/records are to be created and distributed by parties other than TGCE (unless otherwise agreed upon with the Owner).

Bid/Solicitation Phase Cx Services

- Review Contractor qualifications, bids, and/or CMR's Guaranteed Maximum Prices (GMPs), as applicable for the project delivery type.
- Review inclusions/exclusions and clarifications of bids against Contract Documents in coordination with the A/E team.

Construction Phase Cx Services

- Review of pertinent construction documentation, including major equipment submittals, envelope construction submittals, Requests for Information (RFIs), and Contractor's Pay Applications.
- Review of addendums, revisions, Architects Supplemental Instructions (ASIs), etc., released during construction.
- Lead pre-Cx planning meeting(s) with project stakeholders (construction team, design team, Owner representatives, and others as applicable).
- Develop a Cx plan for the construction process to be incorporated into the Contractor's construction schedule, including pre-functional performance checklists (PFPCs), functional performance tests (FPTs), and an integrated systems test (IST). The level of detail and format of the PFPCs, FPTs, and IST will vary depending on the type/size of the project and overall project goals/needs.
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Project Close-Out and Warranty Phase Cx Services

- Review close-out documentation provided by the A/E and Construction teams (e.g., as-builts, record drawings/specifications, record submittals, O&M manuals, etc.) and confirm that all documents required by the OPRs/CFRs and Contract Documents are provided.
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- If necessary and appropriate, select system testing will be performed in specific seasons where such tests could not be performed in the season of original testing.

Understanding of Proposal Exclusions:

It is understood that the following items are currently not requested, not applicable, or not expected to be needed by this team. To the extent scope is determined to be otherwise as the project evolves, additional scope can be performed by the CxA with confirmation by the Owner.

- Design reviews and other Cx activities will generally be limited to MEP, fire alarm (FA), fire protection (FP), and building envelope systems. All other trades are not currently included in the Cx scope, except where such scopes are understood to impact MEP, FA, FP, and building envelope systems. To the extent that they are deemed to be necessary for the respective project scope, TGCE will engage those services for inclusion in Cx services.
- Design milestone and other reviews will generally not include the CxA performing cooling/heating load calculations, hygrothermal analysis, or other detailed calculations/analysis.
- Permitting for the project is understood to be the responsibility of the Construction team/Contractor.
- Opinions of Probable Construction Costs (OPCCs) are to be provided by parties other than the CxA (e.g., the CMR).
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Cx Services Fee

We believe an hourly fee budget approach best fits the potentially varying level of effort required for these Cx services. Effort will be billed against the contracted fee on an hourly personnel cost expended in each billing period. This approach provides both an upper-limit protection for the Owner as well as the assurance that the Owner receives the benefit of all economies we experience.

We have estimated our level of effort for this project to be \$375,000 and propose that estimate as the fee budget.

It is understood that hourly fee budgets may not be sufficient to complete all the necessary work for the project. As we approach the fee budget amount, TGCE so advises you to review the status of the project and expectations for further direction of work to mutually determine if an extension of the budget is appropriate or if we should pause our services upon reaching the budget. This review is to occur through our monthly invoicing for work performed for the prior work period, with direction by the Owner if it anticipates expansion of budget or restriction of work.

The required level of effort for each project is influenced by a number of factors, such as project complexity, project delivery method, project design team, project construction team, and procurement issues (e.g., long lead times, etc.) or other economic factors that impact project schedule. Some of these factors are outside of the CxA's control, but the CxA is committed to adapting their services to meet the varying needs of the project as the various project factors impact them as can reasonably be accomplished within the agreed-upon fee budgets. Where such factors are expected to limit the work that can be accomplished within the agreed-upon fee budget, TGCE will notify the Owner of such and receive direction from the Owner on how to proceed.

Brazos County Medical Examiner's Office: Proposal for Cx Services

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Additional Services

Given the hourly budget approach to the project, additional services are not applicable, as all hourly efforts are invoiced.

Invoicing

Invoicing will be monthly with the net due in thirty (30) days, consistent with the Master Contract.

Ours and our subconsultant's normal hourly rates which apply to our services can be found attached. (These rates are subject to annual adjustments in accordance with our standard salary review practices.)

Reimbursables are in addition to labor charges. Reimbursables include costs of out-of-town travel (mileage at active IRS rates).

Acceptance

If this proposal is acceptable to you, please provide an approval consistent with your normal procedures. Should there be any questions or requested changes, please contact me to go over them at your earliest opportunity.

We appreciate this opportunity to serve you and the Owner, and look forward to a successful project!


Sincerely,



Cameron Labunski, P.E.
Principal Engineer

Texas Firm Registration No. 2929

CL:wh

APPROVED

Duane Peters
County Judge

11/5/24
Date

Tom Green & Company Engineers, Inc.

MEP Hourly Rates, Effective March, 2024

<u>Designation</u>	<u>Rate per Hour</u>
Principal Engineer,	\$340
Senior Engineer,	\$295
Staff Engineer,	\$260
Engineer,	\$230
Senior Designer,	\$215
Staff Designer,	\$195
Engineer-in-training,	\$170
Designer,	\$160
Tech Staff,	\$150
Administrator,	\$145
Clerical,	\$95

Licensed Engineers

<u>Principal Engineer</u>	<u>TX License No.</u>
Tom Green	51655
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<u>Senior Engineer</u>	
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Ruth Sulzer	97586
Jennifer Hall	104958
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<u>Staff Engineer</u>	
Yinling Ng	139459
<u>Engineer</u>	
Alvaro Gloria	141147
Wyatt Hahn	144591
Miguel Minick	148855

These rates are subject to annual adjustment in accordance with our standard salary review practices, and will be adjusted as such for invoicing.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 11/5/2024

ITEM:

Overpayments

- a. KJMC/Southern Comfort Homes - \$12.98
- b. KJMC/Southern Comfort Homes - \$123.37
- c. KJMC/Southern Comfort Homes - \$92.23
- d. University Title Company - \$300.37
- e. University Title Company - \$629.21
- f. Jesus Lopez - \$10.51

TO: Commissioners Court

DATE: 10/29/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[CC Refund Request 10 29 24 \(002\).pdf](#)

Tax Refund Applications

Backup Material

Melissa Leonard, PCAC
Brazos County Tax Assessor/Collector
 4151 County Park Ct
 Bryan TX 77802
 979-775-9930
 979-775-9938 Fax

REFUNDS PENDING 10/29/2024

REQUESTOR	KJMC/ SOUTHERN COMFORT HOMES
ADDRESS	7828 E ST HWY 21 BRYAN TX 77808
OWNER NAME	RICARDO GUERRERO
PROP ID#	356744
REFUND AMOUNT	\$ 12.98

REQUESTOR	KJMC/ SOUTHERN COMFORT HOMES
ADDRESS	7828 E ST HWY 21 BRYAN TX 77808
OWNER NAME	LIBERTY CHRISTIAN FELLOWSHIP
PROP ID#	98688
REFUND AMOUNT	\$ 123.37

REQUESTOR	KJMC/ SOUTHERN COMFORT HOMES
ADDRESS	7828 E ST HWY 21 BRYAN TX 77808
OWNER NAME	ABEL MALDONALDO
PROP ID#	406405
REFUND AMOUNT	\$ 92.23

REQUESTOR	UNIVERSITY TITLE COMPANY
ADDRESS	PO BOX DT COLLEGE STATION TX 77841
OWNER NAME	JESSICA STEPHENSON
PROP ID#	356756
REFUND AMOUNT	\$ 300.37

REQUESTOR	UNIVERSITY TITLE COMPANY
ADDRESS	PO BOX DT COLLEGE STATION TX 77841
OWNER NAME	ADRIAN PINEDA
PROP ID#	445615
REFUND AMOUNT	\$ 629.21

REQUESTOR	JESUS LOPEZ
ADDRESS	PO BOX 5121 BRYAN TX 77805
OWNER NAME	JESUS LOPEZ
PROP ID#	338872
REFUND AMOUNT	\$ 10.51

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

GUERRERO RICARDO SAENZ & EBELYN DELUNA
5646 BETH LN
BRYAN TX 77807-9022

PROPERTY DESCRIPTION

Legal: RIVERSIDE ESTATES, SPACE 5646 MEG LN, SER# 12314375A, HUD# TEX0398206
Address: 5646 BETH (PVT) LN ,
Account # 356744

TAX PAYMENT INFORMATION

Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	2024	10/21/2024	\$220.66	\$12.98


Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

KJMC / SOUTHERN COMFORT HOMES
7828 E ST HWY 21
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
979-778-8224

Phone #

10/23/24

Date
Karl@schomestx.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

11/5/24

Date

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

Authorized Officer Signature

Date

TAX RECEIPT

10/21/2024 01:45PM

MELISSA LEONARD, PCAC PH# (979) 775-9930
 BRAZOS COUNTY TAX ASSESSOR COLLECTOR
 4151 COUNTY PARK CT
 BRYAN, TX 77802

Receipt Number	
3367847	
Date Posted	10/21/2024
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$220.66

PAID BY:

KJMC INC
 DBA SOUTHERN COMFORT HOMES
 2106 E SH 21
 BRYAN, TX 77803

Property ID	Geo	Legal Acres	Owner Name and Address
356744	702018-0000-0847	0.0000	GUERRERO RICARDO SAENZ & EBELYN 5646 BETH LN BRYAN, TX 77807-9022
Legal Description			
RIVERSIDE ESTATES, SPACE 5646 MEG LN, SER# 12314375A, HUD# TEX0398208			
Situs	DBA Name		
5646 BETH (PVT) LN			

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2024	0.00000	0	149872	N	12.98	0.00	0.00	0.00	0.00	12.98
BRAZOS COUNTY	2024	0.41970	10,433	55114	N	43.79	0.00	0.00	0.00	0.00	43.79
CITY OF BRYAN	2024	0.62400	10,433	55114	N	65.10	0.00	0.00	0.00	0.00	65.10
BRYAN ISD	2024	0.94690	10,433	55114	N	98.79	0.00	0.00	0.00	0.00	98.79
											220.66

Balance Due As Of 10/21/2024: -12.98

Tender	Details	Description	Amount
Check	REPOST		220.66
			220.66

Operator	Batch		Total Paid
imoore	53438 (2024_MH Escrow_10212024)		220.66

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

LIBERTY CHRISTIAN FELLOWSHIP
OF BRYAN INC
7438 SANDY POINT RD.
BRYAN TX 77807-8424

PROPERTY DESCRIPTION

Legal: MOBILE HOME SERIAL # 8D530619I, LABEL # LOU0049423, DEER CROSSING, BK-1, LT-1
Address: 7440 SANDY POINT RD ,
Account # 98688

TAX PAYMENT INFORMATION

Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	2024	10/21/2024	\$123.37	\$123.37

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

KIMC INC.
DBA SOUTHERN COMFORT HOMES
7828 E STATE HIGHWAY 21
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]
Signature
979-778-8224
Phone #

10/23/24
Date
Karl@schomestx.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
[Signature]
Authorized Officer Signature

11/5/24
Date

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

Authorized Officer Signature

Date

TAX RECEIPT

10/21/2024 10:44AM

MELISSA LEONARD, PCAC PH# (979) 775-9930
 BRAZOS COUNTY TAX ASSESSOR COLLECTOR
 4151 COUNTY PARK CT
 BRYAN, TX 77802

Receipt Number	
3367770	
Date Posted	10/21/2024
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$123.37

PAID BY:

KJMC INC
 DBA SOUTHERN COMFORT HOMES
 7828 E STATE HIGHWAY 21
 BRYAN, TX 77808-8664

Property ID	Geo	Legal Acres	Owner Name and Address
98688	722530-0001-0010	0.0000	LIBERTY CHRISTIAN FELLOWSHIP OF BRYAN INC 7438 SANDY POINT RD BRYAN, TX 77807-8424
Legal Description			
MOBILE HOME SERIAL # 8D5306191, LABEL # LOU0049423, DEER CROSSING, BK-1, LT-1			
Situs	DBA Name		
7440 SANDY POINT RD	TEXAS ASSOCIATION OF X-OFFENDERS		

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2024	0.00000	0	149885	N	123.37	0.00	0.00	0.00	0.00	123.37
											123.37

Balance Due As Of 10/21/2024: -123.37

Tender	Details	Description	Amount
Check	REPOST	ESCROW	123.37
			123.37

Operator	Batch	Total Paid
lemerson	53438 (2024_MH Escrow_10212024)	123.37

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

MALDONADO ABEL JR & KRYSTAL RIOS
5569 FOWLER DR
BRYAN TX 77807-9047

PROPERTY DESCRIPTION

Legal: SER# TC01TX032622A, HUD# NTA1110103, A005901, T J WOOTEN (ICL), TRACT 49, 21.591 ACRES
Address: 5569 FOWLER (PVT) DR ,
Account # 406405

TAX PAYMENT INFORMATION


Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	2024	10/21/2024	\$1005.52	\$92.23

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

KIMC INC
DBA SOUTHERN COMFORT HOMES
7828 E STATE HIGHWAY 21
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
979-778-8224

Phone #

10/23/24


Date
Kar1@schomestx.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

11/5/24

Date

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

Authorized Officer Signature

Date

TAX RECEIPT

10/21/2024 11:23AM

MELISSA LEONARD, PCAC PH# (979) 775-9930
 BRAZOS COUNTY TAX ASSESSOR COLLECTOR
 4151 COUNTY PARK CT
 BRYAN, TX 77802

Receipt Number	
3367778	
Date Posted	10/21/2024
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$1,005.52

PAID BY:

KJMC INC
 DBA SOUTHERN COMFORT HOMES
 7828 E STATE HIGHWAY 21
 BRYAN, TX 77808-8664

Property ID 406405	Geo 702019-0000-0159	Legal Acres 0.0000	Owner Name and Address MALDONADO ABEL JR & KRYSTAL RIOS 5569 FOWLER DR BRYAN, TX 77807-9047
Legal Description SER# TC01TX032622A, HUD# NTA1110103, A005901, T J WOOTEN (ICL), TRACT 49, 21.591 ACRES			
Situs 5569 FOWLER (PVT) DR	DBA Name		

Entity	Year	Rate	Taxable Value	Stmf #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2024	0.00000	0	149887	N	92.23	0.00	0.00	0.00	0.00	92.23
BRAZOS COUNTY	2024	0.41970	45,880	82922	N	192.56	0.00	0.00	0.00	0.00	192.56
CITY OF BRYAN	2024	0.62400	45,880	82922	N	288.29	0.00	0.00	0.00	0.00	288.29
BRYAN ISD	2024	0.94690	45,880	82922	N	434.44	0.00	0.00	0.00	0.00	434.44
											1,005.52

Balance Due As Of 10/21/2024: -92.23

Tender	Details	Description	Amount
Check	REPOST	ESCROW	1005.52
			1005.52

Operator	Batch	Total Paid
Iemerson	53438 (2024_MH Escrow_10212024)	1,005.52

GF 2404214CS

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

STEPHENSON JESSICA RAE
5038 COUNTY ROAD 180
ANDERSON TX 77830-8407

PROPERTY DESCRIPTION

Legal: MOBILE HOME SER# OC011121571, HUD# NTA1522866, SAMUEL DAVIDSON-13, TR-99
Address: 4547 FRIERSON (PVT) RD ,
Account # 356756

TAX PAYMENT INFORMATION

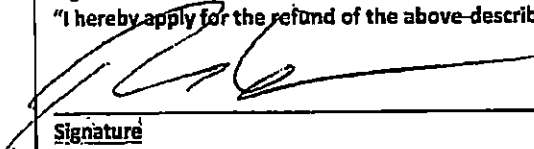
Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	2024	10/21/2024	\$831.08	\$300.37

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

UNIVERSITY TITLE COMPANY
PO BOX DT
COLLEGE STATION, TX 77841

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
929-260-4747

Phone #

10-27-24

Date
Daniel.Groba@utitle.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

11/5/24

Date

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

Authorized Officer Signature

Date

TAX RECEIPT

10/23/2024 11:22AM

** DUPLICATE **

MELISSA LEONARD, PCAC PH# (979) 775-9930
BRAZOS COUNTY TAX ASSESSOR COLLECTOR
4151 COUNTY PARK CT
BRYAN, TX 77802

Receipt Number	
3367858	
Date Posted	10/21/2024
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$831.08

PAID BY:

UNIVERSITY TITLE COMPANY
PO BOX DT
COLLEGE STATION, TX 77841-5079

Property ID 356756	Geo 702025-0000-0022	Legal Acres 0.0000	Owner Name and Address OLSON RAYMOND 16424 ROYDER RD COLLEGE STATION, TX 77845-4260
Legal Description MOBILE HOME SER# OC011121571, HUD# NTA1522866, SAMUEL DAVIDSON-13, TR-99			
Situs 4547 FRIERSON (PVT) RD		DBA Name	

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2024	0.00000	0	148919	N	300.37	0.00	0.00	0.00	0.00	300.37
EMG SVCS DIST #1 COLLEGE STATION	2024	0.05135	36,754	98466	N	18.87	0.00	0.00	0.00	0.00	18.87
ISD	2024	0.97290	36,754	98466	N	357.58	0.00	0.00	0.00	0.00	357.58
BRAZOS COUNTY	2024	0.41970	36,754	98466	N	154.26	0.00	0.00	0.00	0.00	154.26
											831.08

Balance Due As Of 10/21/2024: -300.37

Tender	Details	Description	Amount
Check	REPOST	ESCROW	831.08
			831.08

Operator	Batch	Total Paid
Iemerson	53438 (2024_MH Escrow_10212024)	831.08

GF 2403552CS

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

PINEDA ADRIAN GUTIERREZ
24644 OLD HIGHWAY 6
NAVASOTA TX 77868-8810

PROPERTY DESCRIPTION

Legal: SER# JH2W0147TX22B, HUD# NTA2084743, A004300, WILLIAM MILLICAN, TRACT 14.1, 500.0 ACRES
Address: 24644 OLD HWY 6 ,
Account # 445615

TAX PAYMENT INFORMATION

Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	2024	10/21/2024	\$2696.62	\$629.21

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

UNIVERSITY TITLE COMPANY
PO BOX DT
COLLEGE STATION, TX 77841

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

928-260-4747

Phone #

Date

10-24-24

David. Guber @ Utitle.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

11/5/24

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

Authorized Officer Signature

Date

TAX RECEIPT

10/23/2024 11:44AM

** DUPLICATE **

MELISSA LEONARD, PCAC PH# (979) 775-9930
BRAZOS COUNTY TAX ASSESSOR COLLECTOR
4151 COUNTY PARK CT
BRYAN, TX 77802

Receipt Number	
3367878	
Date Posted	10/21/2024
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$2,696.62

PAID BY:

UNIVERSITY TITLE COMPANY
PO BOX DT
COLLEGE STATION, TX 77841-5079

Property ID	Geo	Legal Acres	Owner Name and Address
445615	702023-0000-0167	0.0000	PINEDA ADRIAN GUTIERREZ 24644 OLD HIGHWAY 6 NAVASOTA, TX 77868-8810
Legal Description			
SER# JH2W0147TX22B, HUD# NTA2084743, A004300, WILLIAM MILLICAN, TRACT 14.1, 500.0 ACRES			
Situs		DBA Name	
24644 OLD HWY 6			

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2024	0.00000	0	149897	N	629.21	0.00	0.00	0.00	0.00	629.21
EMG SVCS DIST #1	2024	0.05135	142,572	104676	N	73.21	0.00	0.00	0.00	0.00	73.21
NAVASOTA ISD	2024	0.97903	142,572	104676	N	1,395.82	0.00	0.00	0.00	0.00	1,395.82
BRAZOS COUNTY	2024	0.41970	142,572	104676	N	598.38	0.00	0.00	0.00	0.00	598.38
2,696.62											

Balance Due As Of 10/21/2024: -629.21

Tender	Details	Description	Amount
Check	REPOST	ESCROW	2696.62
			2696.62

Operator	Batch	Total Paid
Iemerson	53438 (2024_MH Escrow_10212024)	2,696.62

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

LOPEZ JESUS
PO BOX 5121
BRYAN TX 77805-5121

PROPERTY DESCRIPTION

Legal: OAKWOOD MHC, SPACE 163, SER# CLWOO6497TX, HUD# HWC0227543
Address: 920 CLEAR LEAF (PVT) DR 163 ,
Account # 338872

TAX PAYMENT INFORMATION

Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	2024	10/21/2024	\$178.30	\$10.51

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

LOPEZ JESUS
PO BOX 5121
BRYAN TX 77805-5121

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."

Jesús Lopez
Signature

Date

737 484 6147
Phone #

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

[Signature]
Authorized Officer Signature

11/5/24
Date

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

Authorized Officer Signature

Date

TAX RECEIPT

10/23/2024 09:22AM

** DUPLICATE **

MELISSA LEONARD, PCAC PH# (979) 775-9930
BRAZOS COUNTY TAX ASSESSOR COLLECTOR
4151 COUNTY PARK CT
BRYAN, TX 77802

Receipt Number	
3367774	
Date Posted	10/21/2024
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$178.30

PAID BY:

LOPEZ JESUS
PO BOX 5121
BRYAN, TX 77805-5121

Property ID	Geo	Legal Acres	Owner Name and Address
338872	702021-0000-0198	0.0000	LOPEZ JESUS PO BOX 5121 BRYAN, TX 77805-5121
Legal Description			
OAKWOOD MHC, SPACE 163, SER# CLW006497TX, HUD# HWC0227543			
Situs			
820 CLEAR LEAF (PVT) DR 163			
DBA Name			

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2024	0.00000	0	149886	N	10.51	0.00	0.00	0.00	0.00	10.51
BRAZOS COUNTY	2024	0.41970	8,429	80403	N	35.37	0.00	0.00	0.00	0.00	35.37
CITY OF BRYAN	2024	0.62400	8,429	80403	N	52.60	0.00	0.00	0.00	0.00	52.60
BRYAN ISD	2024	0.94690	8,429	80403	N	79.82	0.00	0.00	0.00	0.00	79.82
178.30											

Balance Due As Of 10/21/2024: -10.51

Tender	Details	Description	Amount
Check	REPOST	ESCROW	178.30
			178.30

Operator	Batch	Total Paid
temerson	53438 (2024_MH Escrow_10212024)	178.30



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office NUMBER:
DATE OF COURT MEETING: 11/5/2024
ITEM:

- a. FY 23/24 Budget Amendments 54.01 - 54.02
- b. FY 24/25 Budget Amendments 6.01 - 6.04

TO: Commissioners Court
FROM: Nina Payne
DATE: 10/30/2024
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00
ACTION REQUESTED OR ALTERNATIVES: Request approval.

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
54_Coversheet.pdf	FY 2024 - 54 Coversheet	Cover Memo
54.01 - 54.02.pdf	FY 2024 Budget Amendments 54.01 - 54.02	Budget Amendment
6_Coversheet.pdf	FY 2024 - 6 Coversheet	Cover Memo
6.01 - 6.04.pdf	FY 2025 Budget Amendments 6.01 - 6.04	Budget Amendment

BRAZOS COUNTY, TEXAS

BUDGET AMENDMENT(S) FOR THE 2023-2024 BUDGET YEAR

NO. 23/24 54.01 – 54.02

On this the 5th day of November 2024 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 5th day of November 2024 the Court heard and approved a budget amendment(s) for the 2023-2024 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 19 September 2023, the following amendment(s) to the original budget are hereby authorized, as described on the attached page(s).

ADOPTED AND APPROVED this the 5th day of November 2024.

THE COMMISSIONERS COURT OF BRAZOS COUNTY, TEXAS.

By: 
Duane Peters, County Judge

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

**BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 23/24 - 54.02
11/5/2024**

FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
Capital Improvement Fund		Other Financing Sources	Revenue	693,428.00	
Capital Improvement Fund	Constable Precinct 1 - Capital	Capital Outlay	Expenditure	77,722.00	
Capital Improvement Fund	Constable Precinct 2 - Capital	Capital Outlay	Expenditure	103,720.00	
Capital Improvement Fund	Constable Precinct 3 - Capital	Capital Outlay	Expenditure	33,876.00	
Capital Improvement Fund	Constable Precinct 4 - Capital	Capital Outlay	Expenditure	109,153.00	
Capital Improvement Fund	County Attorney - Capital	Capital Outlay	Expenditure	23,420.00	
Capital Improvement Fund	85th District Court - Capital	Capital Outlay	Expenditure	4,163.00	
Capital Improvement Fund	272nd District Court - Capital	Capital Outlay	Expenditure	4,802.00	
Capital Improvement Fund	361st District Court - Capital	Capital Outlay	Expenditure	4,802.00	
Capital Improvement Fund	Felony Associate Judge/Juvenile Court Referee - Capital	Capital Outlay	Expenditure	4,802.00	
Capital Improvement Fund	Misdemeanor Associate Court - Capital	Capital Outlay	Expenditure	4,802.00	
Capital Improvement Fund	County Court at Law #1 Capital	Capital Outlay	Expenditure	4,802.00	
Capital Improvement Fund	County Court at Law #2 Capital	Capital Outlay	Expenditure	4,802.00	
Capital Improvement Fund	Sheriff Office - Capital	Capital Outlay	Expenditure	202,454.00	
Capital Improvement Fund	Sheriff Office - Jail - Capital	Capital Outlay	Expenditure	110,108.00	

Capital Improvement Fund

Axon SBITA additional licenses for tasers and body cameras as well as in-car camera's in accordance with GASB 96. This BA is for a non-cash accrual entry required under GASB 96 - Subscription Based IT Arrangements. GASB 96 requires all expenditures paid with general governmental resources be reported in the period the subscription asset is initially recognized or if amended in the period it is amended. This requires an accrual of expenditures and other financing sources for the future years' contact terms.

Date: _____ NNP
10/30/2024


County Judge Approval Date 11/5/24

For Oracle Entry Only				
FUND	DIV	ACCT	Change in Budget	ACCOUNT NAME
45000	00000000	49081000	693,428.00	
45000	63301001	80212000	77,722.00	
45000	63302001	80212000	103,720.00	
45000	63303001	80212000	33,876.00	
45000	63304001	80212000	109,153.00	
45000	63180001	80212000	23,420.00	
45000	63220001	80212000	4,163.00	
45000	63221001	80212000	4,802.00	
45000	63222001	80212000	4,802.00	
45000	63225001	80212000	4,802.00	
45000	63226001	80212000	4,802.00	
45000	63230001	80212000	4,802.00	
45000	63231001	80212000	4,802.00	
45000	63280001	80212000	202,454.00	
45000	63280021	80212000	110,108.00	

BRAZOS COUNTY, TEXAS

BUDGET AMENDMENT(S) FOR THE 2024-2025 BUDGET YEAR

NO. 24/25 6.01 – 6.04

On this the 5th day of November 2024 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 5th day of November 2024 the Court heard and approved a budget amendment(s) for the 2023-2024 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 10 September 2024, the following amendment(s) to the original budget are hereby authorized, as described on the attached page(s).

ADOPTED AND APPROVED this the 5th day of November 2024.

THE COMMISSIONERS COURT OF BRAZOS COUNTY, TEXAS.

By: 
Duane Peters, County Judge

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



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources NUMBER:
DATE OF COURT MEETING: 11/5/2024
ITEM: • Approval for Personnel Change of Status
TO: Commissioners Court
DATE: 10/31/2024
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Employment Separations - Public - 11-5-2024.pdf	Cover Sheet	Cover Memo

Personnel Change of Status

(Oct 31, 2024)

Commissioners' Court Date: 11-05-2024
Department Submitting Information: Human Resources
Purpose of Submissions: Consider and Take Action on Change

Employment

Department Name	Employee Name
Juvenile Services - Detention	Douglas, Marcus
Juvenile Services - Detention	Grimaldo, Raymond
Juvenile Services - Detention	Kearney-Love, Tonia
Juvenile Services - Detention	Parks, Tenicia
Juvenile Services - Detention	Randle, Derrion
Juvenile Services - Detention	Thomas, Charisma

Separations

Department Name	Employee Name
District Attorney - Administration	Burns, Kristin
District Attorney - Administration	McLemore, Philip
Juvenile Services - Detention	Dennis, Jamaycia
Sheriff Office - Jail Administration	Nero, Teoshia
Sheriff Office - Jail Administration	Wallett, Ronnie

Personnel Action Forms

Department Name	Employee Name
Elections Administrator	Rivera-Palma, Vanesa
Information Technology	Joyner, Kevin
Information Technology	Melzow, William
Juvenile Services - Detention	Jackson-Cryer, Danielle
Sheriff's Office - Jail Administration	Bennatt, James
Sheriff's Office - Jail Administration	Boff, Erin
Sheriff's Office - Jail Administration	Carswell, Mark
Sheriff's Office - Jail Administration	Chambers, Carl
Sheriff's Office - Jail Administration	Daily, Bethany
Sheriff's Office - Jail Administration	Hales, Brian
Sheriff's Office - Jail Administration	Holmes, Nancy
Sheriff's Office - Jail Administration	Howden, Corey

Sheriff's Office - Jail Administration	Leeth, Clayton
Sheriff's Office - Jail Administration	Marinari, Justin
Sheriff's Office - Jail Administration	McNulty, James
Sheriff's Office - Jail Administration	Medeiros, Logan
Sheriff's Office - Jail Administration	Ornelas, Cesar
Sheriff's Office - Jail Administration	Robinson, Robert Jr.
Sheriff's Office - Jail Administration	Ruland, Joseph
Sheriff's Office - Jail Administration	Russell, David
Sheriff's Office - Jail Administration	Salazar, Marie
Sheriff's Office - Jail Administration	Sandle, Vincent
Sheriff's Office - Jail Administration	Smith, Jessica
Sheriff's Office - Jail Administration	Zolli, Jared
Tax Assessor - Collector - Administration	Harris, Sireesha
Tax Assessor - Collector - Administration	Moore, Michele

Approved in Commissioners' Court:

County Judge's or Commissioner's Signature: _____



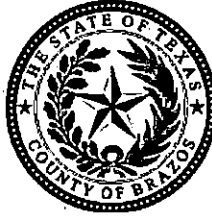


**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: NUMBER:
DATE OF COURT MEETING: 11/5/2024
ITEM: Approval of Payment of Claims
• a. 8206089 - 8206203
• b. 9202702 - 9202756
TO: Commissioners Court
DATE: 11/01/2024
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Bill_List-Public_11.05.24.pdf	Payment of Claims	Backup Material



BRAZOS COUNTY
BRYAN, TEXAS

DEPARTMENT: NUMBER:
 DATE OF COURT MEETING: 11/5/2024
 ITEM: Approval of Payment of Claims
 • a. 8206089 - 8206203
 • b. 9202702 - 9202756
 TO: Commissioners Court
 DATE: 11/01/2024
 FISCAL IMPACT: False
 BUDGETED: False
 DOLLAR AMOUNT: \$0.00

ATTACHMENTS:


<u>File Name</u>	<u>Description</u>	<u>Type</u>
Bill_List-Public_11.05.24.pdf	Payment of Claims	Backup Material
Bill_List-Internal_11.05.24.pdf	Payment of Claims - Internal	Backup Material

ATTEST:

Karen McQueen

 KAREN McQUEEN
 COUNTY CLERK
 By: *Amelia Peterson*

 Chief Deputy

APPROVED


 Duane Peters
 County Judge
 11/5/24

 Date

Bill List Commissioners Court

Time run: 11/1/2024 10:28:41 AM

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
01000-00000000-2000100-00000-0000-000000	General Fund-No Value-Cash Advance \- Subledger Total-No Value-No Value-No Value	Employee	Garre*****		TRVL000278654206	(860.05)
			Regin*****		TRVL000274568186	(1,415.46)
			Steph*****		TRVL000278654511	(860.05)
			Zane*****		TRVL000278654444	(860.05)
			Edwar*****		ADV000277178856	1,194.71
			Kaish*****		ADV000276826078	560.12
			Tonia*****		ADV000275569622	548.55
			Treni*****		ADV000276332234	525.13
01000-00000000-27150000-00000-0000-000000	General Fund-No Value-Diesel-No Value-No Value-No Value	97508	Fikes*****	250000502	INV-037239	3,459.12
01000-00000000-27210000-00000-0000-000000	General Fund-No Value-Gasoline-No Value-No Value-No Value	97508	Fikes*****	250000502	INV-037239	14,347.69
01000-00000000-30090000-00000-0000-000000	General Fund-No Value-A/P Executions Pending-No Value-No Value-No Value	21268	Brazo*****		1112MJ060524Corr	24,127.30
01000-00000000-30340000-00000-0000-000000	General Fund-No Value-Deposits Payable \- Brazos Center-No Value-No Value-No Value	102397	Aggie*****und		19386	150.00
		102966	1775*****Refund		10222022	100.00
		102967	BB Ca*****		19002	100.00
		102968	Becky*****fund		18225	100.00
		102969	El Bi*****Refund		18932	100.00
		102970	Green*****nd		19357	75.00
		102971	Gaita*****und		19139	500.00
		102972	Throu*****ring - Refund		18839	100.00
01000-00000000-37200100-00000-0000-000000	General Fund-No Value-Deferred Revenue \- District Clerk-No Value-No Value-No Value	102973	Kaufm*****		KAUFMANSESEP2024	100.00
		10468	Harri*****		HARRISPCT3SEP24	150.00
			Harri*****		HARRISPCT1SET24	225.00
			Harri*****		HARRISPCT4SEP24	225.00
		19432	McCre*****g & Allen		ABSTRACTFEESEP2024	4,875.00
		802205	Cune,*****		ADLITEMSEP2024	450.00
		90240	Tarra*****		TARRANTPCT6SEP24	75.00
			Tarra*****		TARRANTPCT1SEP24	150.00
		90476	Milam*****		MILAMSO100SEP24	100.00
		91681	Grime*****		GRIMESPCT2SEP24	100.00
			Grime*****		GRIMESPCT3SEP24	100.00
		91926	Rusk*****		RUSKSOSEP24	99.00
		96377	Willi*****		WILLIAMSONPCT4SEP24	70.00
		96520	Thoma*****		ADLITEMSEP2024	450.00
97139	Fort*****		FORTBENDPCT1SEP24	80.00		
01000-10000100-61210000-00000-0000-000000	General Fund-County Judge \- Administration-Court Costs-No Value-No Value-No Value	95956	Diner*****	250000968	66253138	7.50
01000-10000100-61801000-00000-0000-000000	General Fund-County Judge \-	Employee	Edgar*****		TRVL000277203627	800.96

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
	Administration-Travel-No Value-No Value-No Value					
01000-10000100-65540000-00000-0000-000000	General Fund-County Judge \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	10.00
01000-10002000-60500000-00000-0000-000000	General Fund-Veteran Services-Equipment & I.T. Enhancement-No Value-No Value-No Value	94874	GovCo*****	250000792	75814644	321.91
				250000810	75805674	24.38
01000-10500000-61280000-00000-0000-000000	General Fund-Budget Office \- Administration-Dues-No Value-No Value-No Value	9302	Gover*****ficers Association	250001022	3367	665.00
01000-11000100-61801000-00000-0000-000000	General Fund-Commissioners Court \- Administration-Travel-No Value-No Value-No Value	Employee	Steve*****		TRVL000277432425	681.75
01000-11001000-60500000-00000-0000-000000	General Fund-Boonville Cemetery-Equipment & I.T. Enhancement-No Value-No Value-No Value	97439	Kronb*****Flagpoles	250000805	156248	2,082.00
01000-11002000-73006000-00000-0000-000000	General Fund-Community Support-Amber Alert Network Brazos Valley-No Value-No Value-No Value	100399	Amber*****razos Valley	250000307	132	5,000.00
01000-11002000-73060000-00000-0000-000000	General Fund-Community Support-Brazos Beautiful, Inc.-No Value-No Value-No Value	1127	Keep ***** Inc	250000408	2025	15,000.00
01000-11002000-73190000-00000-0000-000000	General Fund-Community Support-Brazos Food Bank-No Value-No Value-No Value	16505	Brazo*****nk	250000553	12482	10,000.00
01000-11002000-73250000-00000-0000-000000	General Fund-Community Support-Brazos Valley Veterans Memorial-No Value-No Value-No Value	16605	Brazo*****s Memorial	250000200	BVVM2025	30,000.00
01000-11002000-73690000-00000-0000-000000	General Fund-Community Support-Sexual Assault Res Center-No Value-No Value-No Value	94662	SARC *****Resource Center)	250000399	083125	60,000.00
01000-11010000-71025000-00000-0000-000000	General Fund-Court Support \- Criminal-Contract Services-No Value-No Value-No Value	10803	Texas*****ublic Safety	250001039	253039	16,354.99
01000-11010000-72201000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- County Court at Law #1-No Value-Adult Misdemeanor-No Value	100000	Law O*****Andreski, PC		2304865	1,965.00
		101451	Navar*****rney at Law		2402707	650.00
		800568	Lewis*****y		2400906	650.00
		95611	Law O*****helps, PC, The	2401584	650.00	
				2402347	1,000.00	
				2402742	650.00	
		Law O*****helps, PC, The	2304727	468.75		
			2304776	468.75		
			2402655	468.75		
			2402698	468.75		
96520	Thoma*****		2400956	0.00		
01000-11010000-72202000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys	100000	Law O*****Andreski, PC		2400160	650.00

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
01000-11010000-72202000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- County Court at Law #2-No Value-Adult Misdemeanor-No Value	800568	Lewis*****y		2200407	650.00
		800687	Shime*****		2401755	650.00
		95611	Law O*****helps, PC, The		2400328	650.00
01000-11010000-72203000-00000-0000-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- Preindictment/Dismissal-No Value-No Value-No Value	96520	Thoma*****		unfiled102524	0.00
					unfiled102524-	0.00
01000-11010000-72203000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- Preindictment/Dismissal-No Value-Adult Felony-No Value	95611	Law O*****helps, PC, The		unfiled102424	650.00
		96520	Thoma*****		unfiled102524	750.00
01000-11010000-72203000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- Preindictment/Dismissal-No Value-Adult Misdemeanor-No Value	96520	Thoma*****		unfiled102524-	650.00
01000-11010000-72205000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 85th-No Value-Adult Felony-No Value	100000	Law O*****Andreski, PC		2403387	1,825.00
		102106	The G*****P		2100216	525.00
					2400725	525.00
		800687	Shime*****		2103282	1,000.00
		96520	Thoma*****		2403827	1,000.00
01000-11010000-72205000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 85th-No Value-Adult Misdemeanor-No Value	96520	Thoma*****		2400956	1,650.00
01000-11010000-72206000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 272nd-No Value-Adult Felony-No Value	100000	Law O*****Andreski, PC		2401223	1,000.00
		102106	The G*****P		2401055	1,075.00
		102621	Law O*****Medina PLLC		2400702	408.33
					2403362	408.34
					2403398	408.33
		805046	Gusti*****orney PLLC		2401238	1,000.00
		92302	Turnb*****PLLC		2204570	12,937.50
	2303472			1,312.50		
	2303473			1,312.50		
	2303474			1,312.50		
01000-11010000-72206000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 272nd-No Value-Adult Misdemeanor-No Value	100000	Law O*****Andreski, PC		2400258	750.00
		102621	Law O*****Medina PLLC		2403012	650.00
		92302	Turnb*****PLLC		2302910	650.00
					2402385	650.00
01000-11010000-72207000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 361st-No Value-Adult Felony-No Value	100000	Law O*****Andreski, PC		2300533	1,000.00
		102621	Law O*****Medina PLLC		2300305	1,000.00
					2401812	1,000.00
		800687	Shime*****		1703367-	1,000.00
		801423	Davis*****		2200967-	1,750.00
		802239	Gimbe*****		1803529	1,000.00
95611	Law O*****helps, PC, The		2402989	1,000.00		

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
01000-11010000-72207000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 361st-No Value-Adult Felony-No Value	96520	Thoma*****		2304006	1,000.00
01000-11010000-72207000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 361st-No Value-Adult Misdemeanor-No Value	100000	Law O*****Andreski, PC		2203831	650.00
		102621	Law O*****Medina PLLC		2300770	650.00
01000-11010000-72209000-00000-0000-000000	General Fund-Court Support \- Criminal-Court Appointed Interpreter-No Value-No Value-No Value	101573	Lone *****g LLC		2203	200.00
		802262	Harwe*****and Translation LLC		5986	201.44
		91804	Sanch*****		2238	997.15
		95313	USA C*****eters		2805	560.40
01000-11010000-72660000-00000-0000-000000	General Fund-Court Support \- Criminal-Psychiatric Services-No Value-No Value-No Value	92512	Sam H*****ersity		21275	550.00
					21277	0.00
01000-11010000-72670000-00000-0000-000000	General Fund-Court Support \- Criminal-Psychological Services-No Value-No Value-No Value	92512	Sam H*****ersity		21277	550.00
01000-11020000-72209000-00000-0000-000000	General Fund-Court Support \- Civil-Court Appointed Interpreter-No Value-No Value-No Value	802262	Harwe*****and Translation LLC		5985	201.44
		95313	USA C*****eters		2801	560.40
01000-11020000-72660000-00000-0000-000000	General Fund-Court Support \- Civil-Psychiatric Services-No Value-No Value	102832	Buzza*****sulting PA		724-G	1,200.00
01000-11022720-72110000-00000-1001-000000	General Fund-Court Support \- Child Protective Svc \- 272nd-Attorney Fees-No Value-Custodial Parents-No Value	101406	Law O*****e J Latray		21002083-102524,720	720.00
01000-11050000-72194000-00000-0000-000000	General Fund-Court Support \- Guardianship-Guardians -No Value-No Value-No Value	100065	Mir C*****	240001614	09152024	6,666.00
					10012024	6,666.00
01000-11070000-73400000-00000-0000-000000	General Fund-Alternative Dispute Resolution-Dispute Resolution Center-No Value-No Value-No Value	9756	Dispu*****nter - Brazos Valley	250000778	210084	50,000.00
01000-11100000-65720000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Shop Supplies-No Value-No Value-No Value	101274	AutoZ*****	250000049	03966706452	100.00
		3354	O'Rei*****	250000006	2016-268201	31.98
					2016-268668	107.97
01000-11100000-65850000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Tires-No Value-No Value-No Value	94243	South*****C	250000761	4590142518	1,129.17
01000-11100000-65950000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Vehicle Maintenance-No Value-No Value-No Value	100311	Dogge*****	250000909	152863	145.00
		3354	O'Rei*****	250000027	2016-268414	166.02
					2016-268748	50.00
					2016-268955	22.76
					2016-268975	39.01
					2016-269092	74.49
	2016-269102	155.80				

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
01000-11100000-65950000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Vehicle Maintenance-No Value-No Value-No Value	91904	Lithi*****Dodge of Bryan Inc	250000015	264523	283.14
01000-11100000-71512000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Rental \- Uniforms-No Value-No Value-No Value	19837	Unifi*****	250000101	2960103647	23.88
					2960104608	23.88
					2960105665	23.88
01000-11200200-65540000-00000-0000-000000	General Fund-Collections \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	30.00
01000-11210020-60500000-00000-0000-000000	General Fund-Elections Administrator-Equipment & I.T. Enhancement-No Value-No Value-No Value	94806	Perry*****	250000925	IN-1562067	25.40
01000-11210020-60600000-00000-0000-000000	General Fund-Elections Administrator-Office Supplies-No Value-No Value-No Value	94806	Perry*****	250000820	IN-1561471	229.56
01000-11210020-61750000-00000-0000-000000	General Fund-Elections Administrator-Telephone/Data \- Cellular-No Value-No Value-No Value	102376	Hapn *****	250000731	840709	1,000.00
		97548	Veriz*****	250000732	9975938932	143.28
01000-11210020-65540000-00000-0000-000000	General Fund-Elections Administrator-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	55.00
01000-12500100-65540000-00000-0000-000000	General Fund-Risk Management \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	5.00
01000-13000100-61060000-00000-0000-000000	General Fund-Tax Assessor \- Collector \- Administration-Bonds-No Value-No Value-No Value	161	Anco *****es of Bryan/College Station Inc	250001023	32316	1,900.00
				250001024	32317	1,900.00
01000-13000100-61880000-00000-0000-000000	General Fund-Tax Assessor \- Collector \- Administration-Utilities Expenditure-No Value-No Value-No Value	20	Bryan*****	250000600	2337093 1024	2,371.11
01000-13005000-71020000-00000-0000-000000	General Fund-Voter Registration-Computer Contracts-No Value-No Value-No Value	101642	Vista***** LP	250000923	11995	13,515.00
01000-14000006-61880000-00000-0000-000000	General Fund-Information Technology \- Non Capital-Utilities Expenditure-No Value-No Value-No Value	97206	Optim*****	250000147	07707-146117-01-1 Oct 24	256.74
01000-14000006-71020000-00000-0000-000000	General Fund-Information Technology \- Non Capital-Computer Contracts-No Value-No Value-No Value	102102	Opex *****	250000985	10026621	12,815.00
		96176	Oak S*****C	250000653	77312	919.00
		96308	Celle*****	250000698	INVUS276276	6,900.00
				250000699	INVUS276312	6,900.00
01000-14000100-60211000-00000-0000-000000	General Fund-Information Technology \- Administration-	11978	SHI G*****ons Inc	250000943	GB00542806	239.16

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
	Software \- No Tag-No Value-No Value-No Value					
01000-14000100-65540000-00000-0000-000000	General Fund-Information Technology \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	5.00
01000-14500100-71020000-00000-0000-000000	General Fund-Project Management \- Administration-Computer Contracts-No Value-No Value-No Value	97050	Proco*****Inc	250000912	INV00226914	24,971.35
01000-15000100-60350000-00000-0000-000000	General Fund-Human Resources \- Administration-Food and Food Supplements-No Value-No Value-No Value	16490	Wal-M*****c	250000897	TR# 05354	201.81
01000-15000100-61520000-00000-0000-000000	General Fund-Human Resources \- Administration-Recruiting-No Value-No Value-No Value	16490	Wal-M*****c	250000910	TR# 05353	72.08
		94914	4 Imp*****	250000381	13089692	5,046.50
		95956	Diner*****	250000971	Dollar Tree 10.28.24	6.25
01000-15000100-65540000-00000-0000-000000	General Fund-Human Resources \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	5.00
01000-16000100-65540000-00000-0000-000000	General Fund-County Auditor \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	50.00
01000-16500100-65540000-00000-0000-000000	General Fund-Purchasing \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	10.00
01000-17000006-71206000-00000-0000-000000	General Fund-Facility Services \- Non Capital-Maintenance-No Value-No Value	96753	Norma*****ervices LLC	250000935	Pay App #2-2095	47,025.00
01000-17000100-60440000-00000-0000-000000	General Fund-Facilities Services \- Administration-Janitorial Supplies-No Value-No Value-No Value	21638	Home *****	250000190	828606442	6,798.06
				250000193	832309066	1,205.44
01000-17000100-61501000-00000-0000-000000	General Fund-Facilities Services \- Administration-Radio Service-No Value-No Value-No Value	800912	Skyj*****s	250000043	47663	412.50
01000-17000100-65050000-00000-0000-000000	General Fund-Facilities Services \- Administration-Building Maintenance-No Value-No Value-No Value	11807	Grain*****	250000183	9289729049	292.26
		11869	Lowe*****	250000143	984470	55.01
		21638	Home *****	250000149	995314	79.71
					832774087	281.70
		73	Musta*****	250000207	833043896	53.87
		96213	Acme *****rdware	250000549	PART6751798	813.92
01000-17000100-65051000-00000-0000-000000	General Fund-Facilities Services \- Administration-Air Conditioning/Heating Maintenance-No Value-No Value-No Value	11807	Grain*****	250000154	4104899	1,392.26
					9295610134	339.42
					9296022362	99.19
		21688	Carri*****C	250000217	13314615-00	46.14
		321	Johns*****	250000077	10433084	46.47

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
01000-17000100-65051000-00000-0000-000000	General Fund-Facilities Services \- Administration-Air Conditioning/Heating Maintenance-No Value-No Value-No Value	321	Johns*****	250000077	10433106	836.94
					10433113	41.32
					10433114	(13.55)
		7141	Baker*****mpany LLC	250000216	FJ32040	262.70
					FJ54770	223.70
		97431	Johns*****llege Station	250000075	8033066	226.28
250000743	8032890				31,372.32	
250000823	8032990				1,793.66	
01000-17000100-65052000-00000-0000-000000	General Fund-Facilities Services \- Administration-Carpentry & Building Repair-No Value-No Value-No Value	11869	Lowe*****	250000110	998784	74.06
		21638	Home*****	250000148	832361497	8.98
		95001	Sherw*****nc	250000084	8164-3	46.73
01000-17000100-65053000-00000-0000-000000	General Fund-Facilities Services \- Administration-Electrical System Maintenance-No Value-No Value-No Value	262	Deale*****pply	250000181	S101358864.001	135.00
					S101359973.001	163.50
					S101365214.001	87.79
01000-17000100-65054000-00000-0000-000000	General Fund-Facilities Services \- Administration-Fire & Safety System Maintenance-No Value-No Value-No Value	101050	Briga*****s LLC	250000300	SI-08185	1,149.00
01000-17000100-65055000-00000-0000-000000	General Fund-Facilities Services \- Administration-Surveillance & Security Maintenance-No Value-No Value-No Value	9794	CDW G*****	250000649	AB1FI2F	8,608.60
01000-17000100-65056000-00000-0000-000000	General Fund-Facilities Services \- Administration-Plumbing Maintenance-No Value-No Value-No Value	11807	Grain*****	250000151	9289620495	444.53
		494	Valle*****upply Co Inc	250000080	405987	199.15
		92196	Fergu*****Inc	250000060	1202404	164.61
1205005	50.40					
01000-17000100-65540000-00000-0000-000000	General Fund-Facilities Services \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	5.00
01000-17000200-65056000-00000-0000-000000	General Fund-Landscaping-Plumbing Maintenance-No Value-No Value-No Value	95228	SiteO*****ply Holding	250000875	147478865-001	51.45
		97596	Amazo*****	250000868	1G6V-VRRP-3VVC	26.98
01000-17000200-65400000-00000-0000-000000	General Fund-Landscaping-Grounds Maintenance-No Value-No Value-No Value	11869	Lowe*****	250000046	978218	72.04
01000-18000100-61970000-00000-0000-000000	General Fund-County Attorney \- Administration-Witness Reimbursement-No Value-No Value-No Value	95956	Diner*****	250001017	2MSEJQ	583.45
01000-18000100-65540000-00000-0000-000000	General Fund-County Attorney \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	20.00
01000-19000100-65540000-00000-0000-000000	General Fund-District Attorney \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	75.00

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
	Value					
01000-20000100-60600000-00000-0000-000000	General Fund-District Clerk \- Administration-Office Supplies-No Value-No Value-No Value	9728	Wlto*****Ltd	250000735	371764	310.11
					371764.1	2.30
					371799	27.33
					8053cm	(27.33)
01000-20000100-65540000-00000-0000-000000	General Fund-District Clerk \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	115.00
01000-20010000-60620000-00000-0000-000000	General Fund-District Clerk \- Jury Services-Postage & Shipping-No Value-No Value-No Value	102352	Xpedi*****	250000980	20669	5,089.70
01000-20010000-65540000-00000-0000-000000	General Fund-District Clerk \- Jury Services-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	10.00
01000-21000100-65540000-00000-0000-000000	General Fund-County Clerk \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	175.00
01000-21000100-71300000-00000-0000-000000	General Fund-County Clerk \- Administration-Microfilming, Recording & Scan-No Value-No Value-No Value	101248	GovOS*****		INV-7820*	2,774.39
01000-22000100-65540000-00000-0000-000000	General Fund-85th District Court \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	20.00
01000-22100100-65540000-00000-0000-000000	General Fund-272nd District Court \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	15.00
01000-22200100-61900000-00000-0000-000000	General Fund-361st District Court \- Administration-Visiting Court Reporters-No Value-No Value-No Value	100469	Raine*****		793	1,753.26
		102391	Cooks*****		05-C	594.06
01000-22200100-65540000-00000-0000-000000	General Fund-361st District Court \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	10.00
01000-22200300-61900000-00000-0000-000000	General Fund-361st District Court \- Staff Support-Visiting Court Reporters-No Value-No Value-No Value	100469	Raine*****		793	0.00
01000-22300100-65540000-00000-0000-000000	General Fund-472nd District Court \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	5.00
01000-22600100-61680000-00000-0000-000000	General Fund-Misdemeanor Associate Court \- Administration-Training-No Value-No Value-No Value	100665	Texas*****Judiciary	250000481	44116.00	35.00
				250000482	44117.00	35.00

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
01000-22600100-61680000-00000-0000-000000	General Fund-Misdemeanor Associate Court \- Administration-Training-No Value-No Value-No Value	100665	Texas*****Judiciary			
01000-22600100-65540000-00000-0000-000000	General Fund-Misdemeanor Associate Court \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	130.00
01000-22800100-60600000-00000-0000-000000	General Fund-Family Associate Court - Administration-Office Supplies-No Value-No Value-No Value	94806	Perry*****	250000917	IN-1562068	141.68
01000-22800100-65540000-00000-0000-000000	General Fund-Family Associate Court - Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	5.00
01000-23100100-65540000-00000-0000-000000	General Fund-County Court at Law #2 \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	10.00
01000-24101100-61500000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 1 \- Administration-Printing-No Value-No Value-No Value	1229	Alpha*****	250000016	67622	160.00
01000-24101100-61880000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 1 \- Administration-Utilities Expenditure-No Value-No Value-No Value	7490	Colle*****ties	250000610	5613977515 1024*	1,162.61
01000-24101100-65540000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 1 \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	15.00
01000-24201100-65540000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 2 \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	15.00
01000-24301100-60500000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 3 \- Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	9728	Wilto*****Ltd	250000873	371867	37.91
01000-24301100-60600000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 3 \- Administration-Office Supplies-No Value-No Value-No Value	9728	Wilto*****Ltd	250000873	371867 371867.1	179.41 66.93
01000-24301100-65540000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 3 \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	40.00
01000-24401100-61110000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 4 \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	21410	Texas*****y		11049	150.00
01000-24401100-61801000-00000-0000-000000	General Fund-Justice of Peace \-	21410	Texas*****y		11049	120.00

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
	Precinct 4 \- Administration-Travel-No Value-No Value-No Value					
01000-24401100-65540000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 4 \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	35.00
01000-26001000-65540000-00000-0000-000000	General Fund-Community Supervision \- Support-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	100.00
01000-28000100-60080000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Clothing/Uniforms-No Value-No Value-No Value	93357	Galls*****	250000255	029405970	297.00
		97337	Custo***** Bea	250000813	119	80.25
01000-28000100-60170000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Copier/Printer/Fax Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250000740	6015018147	49.86
01000-28000100-60400000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Investigation Supplies-No Value-No Value-No Value	102326	BDS T***** LP	250000999	61455	95.00
		102939	Batte*****	250000916	2226600	35.60
		16490	Wal-M*****c	250001028	03163	10.98
01000-28000100-60500000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	92439	Anima***** & Services	250000947	129512	469.45
01000-28000100-60600000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Office Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250000385	6015018130	10.99
					615018131	71.32
				250000740	6015018147	60.06
01000-28000100-61520000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Recruiting-No Value-No Value-No Value	16490	Wal-M*****c	250000926	08715	50.82
					09037	36.44
				250000983	03165	69.00
		91345	CC Cr*****	250000476	N772360	745.25
					N772765	467.00
		94914	4 Imp*****	250000475	13101468	2,826.66
01000-28000100-61801000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Travel-No Value-No Value-No Value	Employee	Garre*****		TRVL000278654206	860.05
			Regin*****		TRVL000274568186	1,415.46
			Steph*****		TRVL000278654511	860.05
			Lawon*****		TRVL000275789446	393.46
01000-28000100-65540000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	10.00
01000-28000100-71502000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Rental \- Facility-No Value-No Value-No Value	10336	Texas***** Extension Service	250000521	EH7310925	125.00
01000-28002000-60080000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Clothing/Uniforms-No Value-No Value-No Value	93357	Galls*****	250000667	029473570	517.00
		97337	Custo***** Bea	250000155	10252024	12.75
				250000280	10/22/24Brown	12.75

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount	
01000-28002000-60080000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Clothing/Uniforms-No Value-No Value-No Value	97337	Custo***** Bea	250000280	10/29/24Gibbs	42.00	
01000-28002000-60170000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Copier/Printer/Fax Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250000274	6015018139	198.61	
					6015018143	158.90	
					6015018162	514.59	
01000-28002000-60240000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Detention Supplies-No Value-No Value-No Value	96876	North*****	250000499	IN845878	705.52	
01000-28002000-60350000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Food and Food Supplements-No Value-No Value-No Value	96384	Best *****p	250000784	27109	11,136.72	
01000-28002000-60440000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Janitorial Supplies-No Value-No Value-No Value	94806	Perry*****	250000478	IN-1560182	4,060.95	
					IN-1560389	44.60	
01000-28002000-60500000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	11497	South*****house	250000782	INV00823748	630.00	
					INV00823749	60.00	
					250000867	INV00823428	49.76
					INV00823532	39.80	
		1335	Avine*****roage)	250000722	330487	26,100.00	
01000-28002000-60600000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Office Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250000270	6015018128	23.68	
					6015018129	28.59	
					6015018133	1,140.38	
					6015018136	73.42	
					6015018141	129.99	
					6015018142	338.53	
					6015018145	32.55	
					6015018148	129.99	
					6015018151	7.16	
01000-28002000-61040000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Awards & Recognitions-No Value-No Value-No Value	7800	Award*****	250000575	52103-2	939.00	
					250000695	52103-1	1,329.00
		94914	4 Imp*****	250000474	13107515	6,699.63	
01000-28002000-61680000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Training-No Value-No Value-No Value	10336	Texas***** Extension Service	250000906	EH7310941	524.00	
01000-28002000-61801000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Travel-No Value-No Value-No Value	Employee	Zane *****		TRVL000278654444	860.05	
01000-28002000-65540000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	15.00	

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
01000-28002000-71500000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Rental \- Equipment-No Value-No Value-No Value	10153	Musta*****es	250000838	A9491101	799.00
01000-28003000-61395000-00000-0000-000000	General Fund-Jail Medical Services-Inmate \- Health Care-No Value-No Value-No Value	93814	Henry*****	250000268	17335248	167.39
					17651906	330.18
					19280218	370.57
					19440837	43.29
01000-28003000-72270000-00000-0000-000000	General Fund-Jail Medical Services-Dental Services-No Value-No Value-No Value	92883	Dentr***** PC Inc		BZTX019274	3,460.00
01000-30101100-60320000-00000-0000-000000	General Fund-Constable Precinct 1 \- Administration-Firearms Readiness-No Value-No Value-No Value	3486	GT Di*****	250000520	INV1021013	1,071.55
01000-30101100-61880000-00000-0000-000000	General Fund-Constable Precinct 1 \- Administration-Utilities Expenditure-No Value-No Value-No Value	7490	Colle*****ties	250000610	5613977515 1024*	1,162.60
01000-30201100-60600000-00000-0000-000000	General Fund-Constable Precinct 2 \- Administration-Office Supplies-No Value-No Value-No Value	94806	Perry*****	250000471	IN-1562283	7.96
		95710	Tyler*****c	250000250	130-151208	107.00
01000-30201100-61500000-00000-0000-000000	General Fund-Constable Precinct 2 \- Administration-Printing-No Value-No Value-No Value	1229	Alpha*****	250000651	67729	140.00
01000-30201100-65540000-00000-0000-000000	General Fund-Constable Precinct 2 \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	10.00
01000-30301100-65540000-00000-0000-000000	General Fund-Constable Precinct 3 \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	5.00
01000-30401100-60080000-00000-0000-000000	General Fund-Constable Precinct 4 \- Administration-Clothing/Uniforms-No Value-No Value-No Value	3486	GT Di*****	250000187	UNIV0054417	121.19
01000-30401100-65540000-00000-0000-000000	General Fund-Constable Precinct 4 \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	5.00
01000-31000100-60170000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Copier/Printer/Fax Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250000413	6015018134	442.27
01000-31000100-60600000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Office Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250000413	6015018134	65.35
				250000517	6015018138	86.52
				250000539	6015018144	259.95
				250000746	6015018149	53.39
01000-31000100-61465000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Polygraph Tests-No Value-No Value-No Value	101226	Texas*****ces	250000161	10172024J	825.00

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
01000-31000100-65540000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	15.00
01000-31000130-60600000-00000-0000-000000	General Fund-Juvenile Services \- Administration Community Based-Office Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250000539	6015018144	12.81
01000-31000220-60170000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Copier/Printer/Fax Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250000413	6015018134	215.17
01000-31000220-60240000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Detention Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250000413	6015018134	44.84
01000-31000220-60287000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Equipment \- Radio-No Value-No Value-No Value	95528	Bearc*****	250000818	5802752	30,822.85
01000-31000220-60350000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Food and Food Supplements-No Value-No Value-No Value	101854	Hilan*****mpany LLC	250000018	0541028249037870	289.00
		102244	Broth*****	250000199	00051126	338.85
		96917	Gord*****nc	250000031	9015603958	1,958.78
01000-36000100-65540000-00000-0000-000000	General Fund-Exposition Center \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	20.00
01000-36500100-41010000-00000-0000-000000	General Fund-Brazos Center \- Administration-Fees \- Brazos Center-No Value-No Value-No Value	102956	Dorse*****d		19388	12.50
01000-36500100-60315000-00000-0000-000000	General Fund-Brazos Center \- Administration-Event Supplies/Services-No Value-No Value-No Value	16490	Wal-M*****c	250000410	04067	9.28
01000-36500100-60600000-00000-0000-000000	General Fund-Brazos Center \- Administration-Office Supplies-No Value-No Value-No Value	93424	ULINE*****	250000937	184763474	152.97
01000-36500100-61880000-00000-0000-000000	General Fund-Brazos Center \- Administration-Utilities Expenditure-No Value-No Value-No Value	60	Atmos*****	250000635	3061319194 1024	1,171.53
01000-36500100-65050000-00000-0000-000000	General Fund-Brazos Center \- Administration-Building Maintenance-No Value-No Value-No Value	21638	Home *****	250000809	832309058	990.10
01000-37000100-60600000-00000-0000-000000	General Fund-County Agriculture Extension \- Administration-Office Supplies-No Value-No Value-No Value	9728	Wilto*****Ltd	250000729	371754.3	34.69
01000-37000100-61110000-00000-0000-000000	General Fund-County Agriculture Extension \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	Employee	Rober*****		TRVL000277057046	40.00

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
01000-37000100-61801000-00000-0000-000000	General Fund-County Agriculture Extension \- Administration-Travel-No Value-No Value-No Value	Employee	Ashle*****		TRVL000278345780	169.71
			Emily*****		TRVL000278636027	118.39
01000-37000100-61880000-00000-0000-000000	General Fund-County Agriculture Extension \- Administration-Utilities Expenditure-No Value-No Value-No Value	20	Bryan*****	250000636	2222726 1024	872.16
01000-39000100-73700000-00000-0000-000000	General Fund-Family Protection Service \- Administration-Scotty's House-No Value-No Value-No Value	801649	Scott*****	250000453	102024-25-041	20,000.00
01000-50000100-61110000-00000-0000-000000	General Fund-County Records Management \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	95956	Diner*****	250000977	SMCHLOCJ	85.00
01000-50000100-61801000-00000-0000-000000	General Fund-County Records Management \- Administration-Travel-No Value-No Value-No Value	95956	Diner*****	250000967	EMP24-0201-0170-0176	717.69
01000-50000100-65540000-00000-0000-000000	General Fund-County Records Management \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	5.00
01000-56001000-61880000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Utilities Expenditure-No Value-No Value-No Value	20	Bryan*****	250000638	2042814 1024	27.30
01000-56001000-65660000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Road and Bridge \- Field Supplies-No Value-No Value-No Value	95956	Diner*****	250000754	54963EC	699.00
01000-56001000-65670000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Road and Bridge \- Maintenance\-General-No Value-No Value-No Value	102380	BPI M*****	250000160	1024-94	1,717.99
				250000758	1024-100	479.91
					1024-101	507.67
					1024-96	199.96
					1024-97	453.09
					1024-98	459.21
		1024-99	240.90			
		1038	Wicks***** Utility District		117322-10092024	40.28
		11108	Cleve*****ducts Inc	250000192	28524	2,649.35
					28548	2,733.77
90361	State*****ransport Ltd	250000264	SMT323069	57,746.75		
01000-56001000-71500000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Rental \- Equipment-No Value-No Value-No Value	10153	Musta*****es	250000195	A5558710	3,815.00
01000-56001000-71512000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Rental \- Uniforms-No Value-No Value-No Value	19837	Unifi*****	250000135	2960105663	169.71
01000-56002000-65320000-00000-0000-000000	General Fund-Fleet Shop \- Heavy Equipment-Equipment Maintenance-No Value-No Value-No Value	102949	Holt ***** Texas LLC	250000764	X303046292:01.	84.13
					X303046295:01	409.96
					X303046341:01	(819.92)

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
01000-56002000-65320000-00000-0000-000000	General Fund-Fleet Shop \- Heavy Equipment-Equipment Maintenance-No Value-No Value-No Value	102949	Holt ***** Texas LLC	250000764	X303046535:01	11.37
					X303046575:01	979.38
					X303046596:01	26.44
		11682	Napa *****	250000093	333137	57.61
					333203	99.53
					333579	3.24
		7002	Unite*****	250000079	13648187	66.92
					13648500	63.30
		96119	Bobca*****	250000083	31036105	163.21
97529	Lones*****- Bryan	250000898	X220207595:01	233.45		
01000-56002000-65720000-00000-0000-000000	General Fund-Fleet Shop \- Heavy Equipment-Shop Supplies-No Value-No Value-No Value	11682	Napa *****	250000093	332513	298.99
		97311	Kimba*****	250000911	102732017	228.52
01000-56002000-65950000-00000-0000-000000	General Fund-Fleet Shop \- Heavy Equipment-Vehicle Maintenance-No Value-No Value-No Value	11682	Napa *****	250000093	332507	373.65
					332509	26.43
					333565	122.28
		21268	Brazo*****	250000055	172675-25	7.50
		91345	CC C*****	250000757	N770077	1,500.00
95889	Inspe*****	250000058	11024	7.00		
01000-56005000-61880000-00000-0000-000000	General Fund-Environmental Protection-Utilities Expenditure-No Value-No Value-No Value	1038	Wicks***** Utility District	250000334	102464 1024	0.76
		4582	Wellb*****ity District	250000335	202-1420-00 1024	38.58
20000-21005000-71500000-00000-0000-000000	County Clerk Records Management Fund-County Clerk Management Fund-Rental \- Equipment-No Value-No Value-No Value	101248	GovOS*****		INV-7820	4,911.90
20010-21006000-71025000-00000-0000-000000	County Clerk Archival Fund-County Clerk Archival Fund-Contract Services-No Value-No Value-No Value	101248	GovOS*****		INV-7784	65.61
27000-12006000-60170000-00000-0000-000000	Bail Bond Board Fund-Bail Bond Board Fund-Copier/Printer/Fax Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250000384	6015018132	665.19
30000-100022-60500000-00000-0000-000000	Brazos County Grant Fund-Texas Veterans Commission \- Employment Services-Equipment & I.T. Enhancement-No Value-No Value-No Value	11497	South*****ehouse	250000891	INV00823564	676.83
					INV00823565	55.30
					INV00823880	24.86
30000-272200-60500000-00000-0000-000000	Brazos County Grant Fund-Texas Indigent Defense Commission Grant-Equipment & I.T. Enhancement-No Value-No Value-No Value	9728	Wilto*****Ltd	250000927	371906	10.88
30000-272200-60600000-00000-0000-000000	Brazos County Grant Fund-Texas Indigent Defense Commission Grant-Office Supplies-No Value-No Value-No Value	9728	Wilto*****Ltd	250000927	371906	83.19
					371906.1	82.54

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
30000-272200-61620000-00000-0000-000000	Brazos County Grant Fund-Texas Indigent Defense Commission Grant-Subscriptions & Publications-No Value-No Value-No Value	95956	Diner*****	250001037	2045265	801.00
30000-272200-65540000-00000-0000-000000	Brazos County Grant Fund-Texas Indigent Defense Commission Grant-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	10.00
30000-283700-61620000-00000-0000-000000	Brazos County Grant Fund-BV Human Trafficking Task Force Development-Subscriptions & Publications-No Value-No Value-No Value	11978	SHI G*****ons Inc	240004808	GB00538170	9,625.00
45000-00000000-30302000-00000-0000-000000	Capital Improvement Fund-No Value-Contract Pay \- Retainages-No Value-No Value-No Value	96753	Norma*****ervices LLC	250000935	Pay App #2-2095	(2,351.25)
45000-63111000-80890000-00000-0000-000000	Capital Improvement Fund-Fleet Shop\Light Equipment\Capital-Vehicles-No Value-No Value-No Value	21268	Brazo*****	250000948	251490	7.50
50000-64005000-71112000-00000-0000-000000	Health and Life Insurance Fund-Group Insurance \- Administration-Medical Claims \- County-No Value-No Value-No Value	6313	Texas*****Counties		2177252024101800	120,410.32
					2177252024102500	249,243.91
50000-64005000-71113000-00000-0000-000000	Health and Life Insurance Fund-Group Insurance \- Administration-Dental Claims \- County-No Value-No Value-No Value	6313	Texas*****Counties		2177252024101800	9,982.00
					2177252024102500	10,447.40
50000-64005000-72590000-00000-0000-000000	Health and Life Insurance Fund-Group Insurance \- Administration-Professional Fees \- Other-No Value-No Value-No Value	96024	Gabri*****& Company Inc	240003065	489894	15,284.50
50000-64005100-60380000-00000-0000-000000	Health and Life Insurance Fund-Health & Wellness Clinic-Health Supplies-No Value-No Value-No Value	93814	Henry*****	250000446	1666796	3,472.28
					17791500	2,820.72
55000-28006000-65540000-00000-0000-000000	Jail Commissary Fund-Jail Commissary-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV932062	10.00
91000-53000100-60620000-00000-0000-000000	Health \- County Health District-Health Department \- Administration-Postage & Shipping-No Value-No Value-No Value	95832	UPS S*****	250000346	70642	17.64
91000-53001000-60500000-00000-0000-000000	Health \- County Health District-Environmental Services Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	9728	Wilto*****Ltd	250000949	371935	867.84
91000-53003000-60380000-00000-0000-000000	Health \- County Health District-Lab Administration-Health Supplies-No Value-No Value-No Value	92898	Fishe*****pany LLC	250000138	6151109	156.50
		93814	Henry*****	250000771	18852574	160.99

Account	Account Description	Supplier Number	Party Name	Identifying PO	Invoice Number	Invoice Line Amount
91000-53003000-60380000-00000-0000-000000	Health \- County Health District-Lab Administration-Health Supplies-No Value-No Value-No Value	96340	Ameri*****Institute	250000890	706248	2,123.00
91000-53003000-72540000-00000-0000-000000	Health \- County Health District-Lab Administration-Physician Services-No Value-No Value-No Value	96741	Brazo*****gy	250000960	8854	600.00
91000-531000-60380000-00000-0000-000000	Health \- County Health District-Immunization-Health Supplies-No Value-No Value-No Value	93814	Henry*****	250000505	17055073	590.94
				250000648	17826478	407.91
				250000670	1817302	1,144.65
				250000771	18852574	1,573.80
91000-535000-60500000-00000-0000-000000	Health \- County Health District-Texas Healthy Communities-Equipment & I.T. Enhancement-No Value-No Value-No Value	9728	Wילו*****Ltd	250000822	371827	15.39
					371827.1	36.96
91000-535000-60600000-00000-0000-000000	Health \- County Health District-Texas Healthy Communities-Office Supplies-No Value-No Value-No Value	9728	Wילו*****Ltd	250000822	371827	219.59
					371827.2	33.26
97000-00000000-20000100-00000-0000-000000	CSCD \- Community Supervision-No Value-Cash Advance \- Subledger Total-No Value-No Value-No Value	Employee	Amber*****		TRVL000273695492	(171.00)
			Jenni*****		TRVL000273593153	(745.75)
			Julia*****		TRVL000273592881	(504.00)
97000-551100-69100100-00000-0000-000000	CSCD \- Community Supervision-Basic Supervision-Travel \- Per Diem-No Value-No Value-No Value	Employee	Amber*****		TRVL000273695492	171.00
			Jenni*****		TRVL000273593153	745.75
			Julia*****		TRVL000273592881	504.00
Grand Total						1,156,660.79



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office

NUMBER:

DATE OF COURT MEETING: 11/5/2024

ITEM: Acknowledgement of the 2024-2025 Budget to Actuals by Fund as of October 30, 2024.
Acknowledgement of the 2024-2025 Contingency Budget to Actuals by Fund as of October 30, 2024.

TO: Commissioners Court

FROM: Nina Payne

DATE: 10/29/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Budget to Actuals FY 2025.pdf	FY 2024-2025 Budget to Actuals by Fund as of 10/30/2024	Backup Material
FY 25 Contingency Budget to Actuals Fund.pdf	FY 2024-2025 Contingency Budget to Actuals by Fund as of 10/30/2024	Backup Material

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 01000 General Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Taxes	119,608,263	131,167,122	139,852,629	51,803	0%
Charges for Services	14,373,002	13,857,520	13,624,275	187,413	1%
Interest Income	8,311,341	13,119,771	10,275,000	(466,401)	(5)
Other Revenue	1,265,902	2,820,246	1,086,700	12,888	1%
Reserves	-	0	101,741,160	-	-
Intergovernmental	8,218,468	841,440	857,002	249,531	29%
Other Financing Sources	215,777	181,452	210,000	-	-
Total Revenue	\$151,992,753	\$161,987,551	\$267,646,766	\$35,234	0%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	49,486,058	56,995,467	65,886,023	1,952,044	3%
Outside Labor Costs	104,348	177,763	163,000	-	-
Benefits	27,183,091	31,575,201	37,844,757	2,903,196	8%
Supplies and Other Charges	9,058,121	9,413,489	12,861,535	1,264,879	10%
Contingency	-	-	7,173,793	-	-
Repairs and Maintenance	4,532,190	9,676,174	21,788,638	181,526	1%
Contractual Services	9,372,616	8,105,473	10,745,147	483,888	5%
Professional Services	6,379,393	6,285,138	14,152,695	154,030	1%
Community Contracts	4,716,979	5,616,842	7,570,308	661,765	9%
Capital Outlay	7,260,102	9,629,795	12,168,102	(172,985)	(1)
Other Financing Uses	20,917,731	(157,651)	77,292,768	-	-
Total Expense	\$139,010,628	\$137,317,690	\$267,646,766	\$7,428,345	3%

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 11000 Hotel Occupancy Tax Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Taxes	3,689,821	3,952,824	3,780,000	0
Interest Income	119,177	318,887	250,000	-
Other Revenue	1,500	2,750	-	-
Reserves	-	-	2,340,838	-
Other Financing Sources	246,080	-	-	-
Total Revenue	\$4,056,579	\$4,274,461	\$6,370,838	\$0

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	84,744	75,019	170,364	2,588	2%
Benefits	41,481	36,337	76,620	2,057	3%
Supplies and Other Charges	30,866	32,748	139,175	-	-
Contingency	-	-	548,989	-	-
Repairs and Maintenance	-	-	2,502,500	-	-
Contractual Services	347,894	175,950	187,690	58,334	31%
Professional Services	24,960	5,300	5,500	-	-
Community Contracts	1,370,205	803,981	1,050,000	-	-
Capital Outlay	554,303	516,864	440,000	-	-
Other Financing Uses	-	1,250,000	1,250,000	-	-
Total Expense	\$2,454,451	\$2,896,198	\$6,370,838	\$62,978	1%

**Brazos County, Texas
 FY 2024-2025 Budget to Actuals -
 Revenue and Expenditure
 Categories Report by Fund**

Fund: 12000 State Lateral Road Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	5,056	13,763	11,000	-	-
Reserves	-	-	244,000	-	-
Intergovernmental	30,347	29,508	29,000	29,502	102%
Total Revenue	\$35,403	\$43,271	\$284,000	\$29,502	10%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Repairs and Maintenance	-	-	284,000	-
Total Expense	-	-	\$284,000	-

**Brazos County, Texas
 FY 2024-2025 Budget to Actuals -
 Revenue and Expenditure
 Categories Report by Fund**

Fund: 13000 Unclaimed Property Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Interest Income	9,140	23,062	15,000	-
Reserves	-	-	94,000	-
Total Revenue	\$9,140	\$23,062	\$109,000	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Supplies and Other Charges	-	-	21,800	-
Contingency	-	-	87,200	-
Total Expense	-	-	\$109,000	-

**Brazos County, Texas
 FY 2024-2025 Budget to Actuals -
 Revenue and Expenditure
 Categories Report by Fund**

Fund: 15000 Law Library Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	164,116	105,074	95,000	-
Interest Income	1,942	8,101	5,000	-
Reserves	-	-	167,500	-
Total Revenue	\$166,057	\$113,175	\$267,500	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	62,593	65,385	267,500	537	0%
Total Expense	\$62,593	\$65,385	\$267,500	\$537	0%

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 16000 Local Provider Participation
Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Taxes	31,728,216	40,008,694	38,000,000	28,047,962	74%
Interest Income	433,637	1,392,213	1,000,000	-	-
Other Revenue	397,231	487,494	480,000	318,276	66%
Reserves	-	-	23,000,000	-	-
Total Revenue	\$32,559,083	\$41,888,401	\$62,480,000	\$28,366,238	45%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	134,246	-	-	-	-
Community Contracts	26,044,743	37,357,270	62,460,000	233,607	0%
Other Financing Uses	20,000	20,000	20,000	-	-
Total Expense	\$26,198,989	\$37,377,270	\$62,480,000	\$233,607	0%

**Brazos County, Texas
 FY 2024-2025 Budget to Actuals -
 Revenue and Expenditure
 Categories Report by Fund**

Fund: 18000 Law Enforcement Education
 Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Reserves	-	-	82,738	-
Intergovernmental	14,872	37,584	36,900	-
Total Revenue	\$14,872	\$37,584	\$119,638	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	12,741	25,911	119,638	144	0%
Total Expense	\$12,741	\$25,911	\$119,638	\$144	0%

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 19000 Court Records Preservation
Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	623	410	400	-
Interest Income	15,192	36,545	30,000	-
Reserves	-	-	699,000	-
Total Revenue	\$15,815	\$36,955	\$729,400	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Supplies and Other Charges	-	-	30,400	-
Contractual Services	-	-	699,000	-
Total Expense	-	-	\$729,400	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 20000 County Clerk Records Management Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	364,311	305,258	300,000	-
Interest Income	31,036	69,629	60,000	-
Reserves	-	-	1,268,000	-
Total Revenue	\$395,347	\$374,888	\$1,628,000	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	104,059	124,374	134,033	4,337	3%
Benefits	56,889	62,648	84,743	3,881	5%
Supplies and Other Charges	725	17,345	8,500	-	-
Contingency	-	-	1,074,884	-	-
Repairs and Maintenance	-	-	500	-	-
Contractual Services	327,291	128,211	325,340	336	0%
Capital Outlay	-	22,822	-	-	-
Total Expense	\$488,964	\$355,401	\$1,628,000	\$8,554	1%

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 20010 County Clerk Archival Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	290,550	280,855	275,000	-
Interest Income	30,786	74,394	66,000	-
Reserves	-	-	1,440,000	-
Total Revenue	\$321,336	\$355,249	\$1,781,000	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Contingency	-	-	1,206,000	-
Contractual Services	253,734	220,887	575,000	-
Total Expense	\$253,734	\$220,887	\$1,781,000	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 22000 Courthouse Security Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	115,046	89,005	90,800	500	1%
Interest Income	5,325	6,601	-	-	-
Reserves	-	-	161,000	-	-
Other Financing Sources	294,951	-	-	-	-
Total Revenue	\$415,322	\$95,606	\$251,800	\$500	0%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	375,202	-	-	-	-
Benefits	155,455	0	-	-	-
Supplies and Other Charges	4,033	2,936	2,510	220	9%
Contingency	-	-	168,131	-	-
Repairs and Maintenance	13,633	4,633	20,000	-	-
Contractual Services	-	-	50,000	-	-
Community Contracts	1,011	1,062	1,159	-	-
Capital Outlay	-	6,263	10,000	-	-
Total Expense	\$549,334	\$14,895	\$251,800	\$220	0%

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 22010 Justice Court Security Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	33,424	35,820	34,800	-
Interest Income	4,523	12,673	11,000	-
Reserves	-	-	256,000	-
Total Revenue	\$37,947	\$48,492	\$301,800	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Repairs and Maintenance	-	-	64,800	-
Contractual Services	-	-	30,000	-
Professional Services	-	-	57,000	-
Capital Outlay	-	-	150,000	-
Total Expense	-	-	\$301,800	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 23000 District Clerk Records
Management Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	84,461	126,480	120,000	-
Interest Income	5,326	14,174	12,000	-
Reserves	-	-	297,000	-
Total Revenue	\$89,788	\$140,653	\$429,000	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	19,979	60,195	77,300	2,111	3%
Benefits	1,553	4,718	19,304	523	3%
Contractual Services	149,231	-	312,396	-	-
Professional Services	-	-	20,000	-	-
Total Expense	\$170,763	\$64,914	\$429,000	\$2,634	1%

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 23010 District Clerk Archival Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	595	320	200	-
Interest Income	131	75	65	-
Reserves	-	-	1,500	-
Total Revenue	\$726	\$395	\$1,765	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Salaries and Wages	18,345	-	-	-
Benefits	1,426	-	-	-
Professional Services	-	-	1,765	-
Total Expense	\$19,771	-	\$1,765	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 24000 Justice of the Peace
 Technology Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	28,209	30,068	29,200	-
Interest Income	4,324	10,515	10,000	-
Reserves	-	-	82,000	-
Total Revenue	\$32,534	\$40,584	\$121,200	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Supplies and Other Charges	10,166	13,388	17,800	-
Contingency	-	-	97,200	-
Contractual Services	889	-	6,200	-
Capital Outlay	-	148,938	-	-
Total Expense	\$11,055	\$162,326	\$121,200	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 24010 County and District Court
 Technology Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	10,059	8,304	8,400	-
Interest Income	2,647	6,831	6,000	-
Reserves	-	-	134,000	-
Total Revenue	\$12,706	\$15,135	\$148,400	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Supplies and Other Charges	-	-	148,400	-
Total Expense	-	-	\$148,400	-

**Brazos County, Texas
 FY 2024-2025 Budget to Actuals -
 Revenue and Expenditure
 Categories Report by Fund**

Fund: 25000 Forfeiture Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	5,329	304	-	-
Interest Income	918	1,965	-	-
Reserves	-	-	37,827	-
Total Revenue	\$6,247	\$2,269	\$37,827	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Supplies and Other Charges	2,563	235	17,636	-
Contingency	-	-	20,191	-
Capital Outlay	5,133	-	-	-
Total Expense	\$7,696	\$235	\$37,827	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 26000 District Attorney Hot Check
 Collections Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	113	277	100	-	-
Other Revenue	150	75	150	75	50%
Reserves	-	-	5,300	-	-
Total Revenue	\$263	\$352	\$5,550	\$75	1%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Contingency	-	-	5,550	-
Total Expense	-	-	\$5,550	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 27000 Bail Bond Board Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Interest Income	2,428	5,975	5,000	-
Other Revenue	2,500	2,500	2,500	-
Reserves	-	-	114,000	-
Total Revenue	\$4,928	\$8,475	\$121,500	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Salaries and Wages	321	-	4,001	-
Benefits	113	-	1,011	-
Supplies and Other Charges	-	419	6,660	-
Contingency	-	-	109,828	-
Total Expense	\$433	\$419	\$121,500	-

**Brazos County, Texas
 FY 2024-2025 Budget to Actuals -
 Revenue and Expenditure
 Categories Report by Fund**

Fund: 28000 Voter Registration Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Intergovernmental	16,804	-	-	-
Total Revenue	\$16,804	-	-	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Supplies and Other Charges	1,071	-	-	-
Contractual Services	15,733	-	-	-
Total Expense	\$16,804	-	-	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 29000 Vehicle Inventory Interest
Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Taxes	8,389	2,465	2,500	-
Interest Income	23,620	53,643	48,000	-
Reserves	-	-	378,266	-
Total Revenue	\$32,009	\$56,108	\$428,766	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Salaries and Wages	-	-	11,100	-
Benefits	-	-	2,805	-
Supplies and Other Charges	5,117	2,196	26,750	-
Contingency	-	-	357,611	-
Repairs and Maintenance	240	-	1,000	-
Contractual Services	-	-	2,000	-
Professional Services	-	-	7,500	-
Capital Outlay	-	-	20,000	-
Total Expense	\$5,357	\$2,196	\$428,766	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 30000 Brazos County Grant Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Public Health Revenue	0	60,000	-	-	-
Other Revenue	32	-	-	-	-
Intergovernmental	2,603,804	4,272,026	4,261,239	1,767,523	41%
Other Financing Sources	336,489	78,893	1,148,482	-	-
Total Revenue	\$2,940,325	\$4,410,919	\$5,409,721	\$1,767,523	33%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	1,748,464	2,794,329	3,394,634	90,660	3%
Benefits	813,685	1,211,302	1,461,116	61,739	4%
Supplies and Other Charges	106,792	176,139	115,324	4,316	4%
Contingency	-	-	303,192	-	-
Repairs and Maintenance	5,186	3,637	4,900	-	-
Contractual Services	116,713	403,012	110,055	10,912	10%
Professional Services	-	2,500	2,500	-	-
Capital Outlay	158,206	613,940	18,000	-	-
Total Expense	\$2,949,047	\$5,204,858	\$5,409,721	\$167,627	3%

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 31000 American Rescue Plan Act

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Intergovernmental	7,495,180	1,325,104	20,884,000	-
Other Financing Sources	-	-	15,784,000	-
Total Revenue	\$7,495,180	\$1,325,104	\$36,668,000	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Expenditures Budgeted in Excess of Actual	7,299,824	-	-	-
Supplies and Other Charges	-	(5,180)	-	-
Contractual Services	132,000	813,154	1,668,000	-
Capital Outlay	63,356	1,180,752	35,000,000	-
Total Expense	\$7,495,180	\$1,988,725	\$36,668,000	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 32000 SB 22 2023 Rural Law
 Enforcement Salary Assistance Program

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	-	24,592	-	-	-
Intergovernmental	-	1,024,632	1,050,000	1,050,000	100%
Total Revenue	-	\$1,049,224	\$1,050,000	\$1,050,000	100%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	-	446,978	439,118	14,758	3%
Benefits	-	110,487	110,880	3,638	3%
Supplies and Other Charges	-	105,586	67,000	-	-
Contingency	-	-	2	-	-
Repairs and Maintenance	-	40,000	-	-	-
Contractual Services	-	-	100,000	-	-
Capital Outlay	-	346,174	333,000	-	-
Total Expense	-	\$1,049,224	\$1,050,000	\$18,396	2%

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 33000 Sheriff's Office Crime Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Interest Income	1,599	4,597	4,300	-
Other Revenue	8,000	60	-	-
Reserves	-	-	116,311	-
Total Revenue	\$9,599	\$4,657	\$120,611	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Supplies and Other Charges	4,796	3,237	63,100	-
Contingency	-	-	23,511	-
Repairs and Maintenance	1,369	-	4,000	-
Capital Outlay	7,608	-	30,000	-
Total Expense	\$13,773	\$3,237	\$120,611	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 34000 District Attorney Crime
Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	32,611	11,242	20,000	-
Interest Income	5,816	12,302	11,000	-
Reserves	-	-	215,900	-
Total Revenue	\$38,427	\$23,544	\$246,900	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	20,383	27,105	84,512	1,563	2%
Benefits	9,588	10,539	39,520	669	2%
Supplies and Other Charges	11,007	18,986	20,649	2,234	11%
Contingency	-	-	82,219	-	-
Contractual Services	360	360	20,000	-	-
Total Expense	\$41,339	\$56,990	\$246,900	\$4,466	2%

**Brazos County, Texas
 FY 2024-2025 Budget to Actuals -
 Revenue and Expenditure
 Categories Report by Fund**

Fund: 35000 Primary Election Services
 Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	70,904	14,088	25,000	-
Interest Income	1,264	3,591	2,500	-
Reserves	-	-	64,000	-
Total Revenue	\$72,167	\$17,679	\$91,500	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	5,479	7,163	11,700	-	-
Contingency	-	-	53,800	-	-
Repairs and Maintenance	-	5,620	10,000	-	-
Contractual Services	13,414	14,166	16,000	4,671	29%
Total Expense	\$18,893	\$26,949	\$91,500	\$4,671	5%

**Brazos County, Texas
 FY 2024-2025 Budget to Actuals -
 Revenue and Expenditure
 Categories Report by Fund**

Fund: 39010 Brazos County Housing
 Finance Corporation

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	402,125	5,334	5,000	-
Interest Income	5,259	27,592	0	-
Reserves	-	-	104,000	-
Total Revenue	\$407,384	\$32,926	\$109,000	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Supplies and Other Charges	-	174	4,735	-
Professional Services	-	-	104,265	-
Total Expense	-	\$174	\$109,000	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 41000 General Obligation Debt
 Service Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Taxes	9,799,037	11,772,533	10,607,305	5,887
Interest Income	345,490	541,787	450,000	-
Reserves	-	-	2,500,000	-
Other Financing Sources	-	1,250,000	1,250,000	-
Total Revenue	\$10,144,527	\$13,564,320	\$14,807,305	\$5,887

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Debt Service	9,028,173	11,864,575	14,807,305	750	0%
Total Expense	\$9,028,173	\$11,864,575	\$14,807,305	\$750	0%

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 43200 2020 Certificates of
Obligation

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Interest Income	515,615	411,956	482,000	-
Other Revenue	2,929	-	-	-
Reserves	-	-	5,600,000	-
Total Revenue	\$518,544	\$411,956	\$6,082,000	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Supplies and Other Charges	54,447	1,200	-	-
Contingency	-	-	782,000	-
Contractual Services	2,656,302	2,398,009	-	-
Capital Outlay	1,891,648	618,110	5,300,000	-
Total Expense	\$4,602,397	\$3,017,319	\$6,082,000	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 43230 On System Road Bond -
TXDOT

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Interest Income	212,288	1,070,010	1,040,000	-
Reserves	-	-	16,298,000	-
Other Financing Sources	20,009,102	-	-	-
Total Revenue	\$20,221,390	\$1,070,010	\$17,338,000	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Contractual Services	-	5,741,125	17,338,000	-
Debt Service	203,216	-	-	-
Total Expense	\$203,216	\$5,741,125	\$17,338,000	-

**Brazos County, Texas
 FY 2024-2025 Budget to Actuals -
 Revenue and Expenditure
 Categories Report by Fund**

Fund: 43231 Off System Road Bond

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Interest Income	109,492	500,363	263,000	-
Reserves	-	-	5,788,000	-
Other Financing Sources	10,307,719	-	-	-
Total Revenue	\$10,417,211	\$500,363	\$6,051,000	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Capital Outlay	81,700	3,929,511	6,051,000	-
Debt Service	102,830	-	-	-
Total Expense	\$184,530	\$3,929,511	\$6,051,000	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 43232 2023 Certificates of
Obligation

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Interest Income	106,296	561,066	540,000	-
Reserves	-	-	10,420,000	-
Other Financing Sources	10,165,860	-	50,040,000	-
Total Revenue	\$10,272,156	\$561,066	\$61,000,000	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Capital Outlay	61,762	98,459	61,000,000	-
Debt Service	163,164	-	-	-
Total Expense	\$224,926	\$98,459	\$61,000,000	-

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 45000 Capital Improvement Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Other Revenue	102,356	(37,500)	-	-
Reserves	-	0	18,090,000	-
Other Financing Sources	20,893,118	2,681,365	10,320,286	-
Total Revenue	\$20,995,474	\$2,643,865	\$28,410,286	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Contingency	-	-	1,945,000	-	-
Capital Outlay	5,391,415	8,406,136	26,465,286	189,941	1%
Total Expense	\$5,391,415	\$8,406,136	\$28,410,286	\$189,941	1%

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 50000 Health and Life Insurance
Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Other Revenue	23,006,476	27,347,734	23,136,458	1,791,902	8%
Reserves	-	-	10,500,000	-	-
Total Revenue	\$23,006,476	\$27,347,734	\$33,636,458	\$1,791,902	5%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	227,069	221,846	613,622	13,686	2%
Benefits	133,569	106,496	255,837	8,217	3%
Supplies and Other Charges	53,669	58,937	124,895	1,084	1%
Contingency	-	-	5,524,827	-	-
Repairs and Maintenance	75	65	125	-	-
Contractual Services	21,346,651	23,805,807	26,691,952	711,516	3%
Professional Services	379,176	372,198	425,200	20,000	5%
Total Expense	\$22,140,208	\$24,565,349	\$33,636,458	\$754,503	2%

Brazos County, Texas
FY 2024-2025 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 93000 Regional Mobility Authority

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Interest Income	494	497	500	-
Other Revenue	-	30,000	10,000	-
Reserves	-	-	37,436	-
Total Revenue	\$494	\$30,497	\$47,936	-

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Salaries and Wages	12,120	-	-	-
Benefits	2,949	-	-	-
Supplies and Other Charges	557	-	-	-
Contingency	-	-	40,436	-
Contractual Services	25	-	-	-
Professional Services	7,875	7,500	7,500	-
Total Expense	\$23,527	\$7,500	\$47,936	-

**Brazos County, Texas
FY 2024-2025 Contingency
Budget to Actuals by Fund**

Fund: 01000 General Fund - Contingency

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Pre-Trial Bond Supervision Contingency - 10003000 *	10,000.00	-	10,000.00
Commissioner's Court Contingency - 11001500	7,093,741.00	(148,295.00)	6,945,446.00
Voter Registration - 13005000 *	3,152.00	(1,000.00)	2,152.00
District Attorney - Child Protective Services Contingency - 19010000 *	1,900.00	-	1,900.00
Vital Statistics/Preservation - 21010000 *	5,000.00	-	5,000.00
County Specialty Court Program Contingency - 22700100 *	20,000.00	-	20,000.00
Court Facility - Administration - 54001410 *	40,000.00	-	40,000.00
Total General Fund Contingency	7,173,793.00	(149,295.00)	7,024,498.00

* Can only be used for that program or division

**Brazos County, Texas
FY 2024-2025 Contingency
Budget to Actuals by Fund**

Fund: 11000 HOT Fund Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
HOT Fund Contingency - 11002500	548,989.00	-	548,989.00
Total HOT Fund Contingency	548,989.00	-	548,989.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 13000 Unclaimed Property Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 12005000	87,200.00	-	87,200.00
Total Unclaimed Property Fund Contingency	87,200.00	-	87,200.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 20000 County Clerk Records Management Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 21005000	1,074,884.00	-	1,074,884.00
Total Count Clerk Records Management Fund Contingency	1,074,884.00	-	1,074,884.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 20010 County Clerk Archival Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 21006000	1,206,000.00	-	1,206,000.00
Total Count Clerk Archival Fund Contingency	1,206,000.00	-	1,206,000.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 22000 Courthouse Security Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 51000100	168,131.00	-	168,131.00
Total Courthouse Security Fund Contingency	168,131.00	-	168,131.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 24000 Justice of the Peace Technology Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
JP Technology Administration - 24005000	77,200.00	-	77,200.00
JP Technology - JP #1 - 24005100	5,000.00	-	5,000.00
JP Technology - JP #2 - 24005200	5,000.00	-	5,000.00
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	97,200.00	-	97,200.00

* Can only be used for this fund and specific divisions

**Brazos County, Texas
FY 2024-2025 Contingency
Budget to Actuals by Fund**

Fund: 25000 Forfeiture Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Sheriff Forfeiture Fund - 2801000	20,191.00	-	20,191.00
Total Forfeiture Fund Contingency	20,191.00	-	20,191.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 26000 District Attorney Hot Check Collections Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 19006000	5,550.00	-	5,550.00
Total District Attorney Hot Check Collections Fund - Contingency	5,550.00	-	5,550.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 27000 Bail Bond Board Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 12006000	109,828.00	-	109,828.00
Total Bail Bond Board Fund - Contingency	109,828.00	-	109,828.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 29000 Vehicle Inventory Interest Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 13006000	357,611.00	-	357,611.00
Total Vehicle Inventory Interest Fund - Contingency	357,611.00	-	357,611.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 30000 Grant Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Texas Indigent Defense Commission - 272200	191,075.00	-	191,075.00
BV Human Trafficking Task Force Development - 283700	93,101.00	-	93,101.00
Metropolitan Planning - 424100	19,016.00	-	19,016.00
Total Grant Fund Contingency	303,192.00	-	303,192.00

* Can only be used for this fund and specific divisions

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 33000 Sheriff's Office Crime Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 28050000	23,511.00	-	23,511.00
Total Sheriff's Office Crime Fund Contingency	23,511.00	-	23,511.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 34000 District Attorney Crime Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 19200100	82,219.00	-	82,219.00
Total District Attorney Crime Fund Contingency	82,219.00	-	82,219.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 35000 Primary Election Services Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 21130000	53,800.00	(4,500.00)	49,300.00
Total Primary Election Services Fund Contingency	53,800.00	(4,500.00)	49,300.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 43200 2020 Certificates of Obligation - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Commissioner's Court Contingency - 11001500	782,000.00	-	782,000.00
Total 43200 2020 Certificates of Obligation Contingency	782,000.00	-	782,000.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 45000 General Permanent Improvement Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Commissioner's Court Contingency - 63110001	1,945,000.00	(351,849.20)	1,593,150.80
Total General Permanent Improvement Fund Contingency	1,945,000.00	(351,849.20)	1,593,150.80

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 50000 Health and Life Insurance Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Group Insurance - Admiration - 64005000	5,504,827.00	-	5,504,827.00
Health and Wellness Clinic - 64005100	20,000.00	-	20,000.00
Total Health and Life Insurance Fund Contingency	5,524,827.00	-	5,524,827.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 55000 Jail Commissary Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Jail Commissary - 28006000	346,688.00	-	346,688.00
Total Jail Commissary Fund Contingency	346,688.00	-	346,688.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2024-2025 Contingency
 Budget to Actuals by Fund**

Fund: 58000 County Attorney Operating Fund - Contingency *

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 18006000	64,000.00	-	64,000.00
Total County Attorney Operating Fund Contingency	64,000.00	-	64,000.00

* Can only be used for this fund