



MINUTES

MAY 13, 2025

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, May 13, 2025 with the following members of the Court present:

Duane Peters, County Judge, Absent;
Bentley Nettles, Commissioner of Precinct 1;
Chuck Konderla, Commissioner of Precinct 2;
Fred Brown, Commissioner of Precinct 3;
Wanda J. Watson, Commissioner of Precinct 4, Presiding;
Karen McQueen, County Clerk;

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

1. Invocation and Pledge of Allegiance

- U.S. and Texas Flag - Commissioner Konderla

2. Call for Citizen input and/or concerns

Jaclyn Tech expressed her opposition to the East Loop Project and concerns as to how the project was presented to the citizens. Ms. Tech addressed comments made by Judge Peters during the May 6, 2025 Commissioners Court meeting.

Beverly Greenwood responded to Judge Peters' comments during the May 6, 2025 Commissioners Court meeting regarding the East Loop Project. Specifically, Ms. Greenwood discussed issues with the mailers received by registered voters.

Robert Johnson thanked the Judge and other Court members for attending the East Loop public meeting on May 6, 2025. Mr. Johnson expressed continued opposition to

the East Loop Project and addressed a previous conversation that he had with Judge Peters about the possibility of cancelling the contract with Quiddity due to concerns regarding a lack of transparency and necessity.

Kyle Greenwood stated that contrary to what the Court and John Polster have claimed, property owners were never properly notified about the East Loop Project. He discussed a lack of honesty and transparency related to the project. Mr. Greenwood requested that the contract with Quiddity be paused for 90 days and an agenda item be added to discuss the East Loop Project.

Adam Perdue requested that the Quiddity contract be paused and an agenda item be added to discuss the East Loop Project. Mr. Perdue then requested a workshop to discuss John Polster's role in the project. He went on to discuss his belief that the project is unnecessary.

Charlotte Stivers responded to Judge Peters' comments from the May 6, 2025 Commissioners Court meeting. Ms. Stivers expressed concerns with lack of transparency and lack of citizen engagement regarding the East Loop Project.

Connie Banks shared concerns about citizens not being informed on the East Loop Project, noting the information that has been shared is confusing and citizens are not getting answers to their questions. Ms. Banks stated her opposition to the East Loop Project.

Ronnie Vitulli stated that there is a disconnect between the Court and their constituents. He provided several examples that he believes demonstrates the Court going against the will of the people and he reiterated that Elected Officials are supposed to serve the citizens.

Russell McGee expressed his concerns about the ballot language for Proposition A in the November 2022 Election. He stated that the language was vaguely worded and the people thought they were voting for improvements to existing roads and bridges not a new East Loop.

Cathie Viens stated that she was appalled by the way the community was treated during the May 6, 2025 Commissioners Court meeting, noting that she does not feel the meetings are being run transparently or allowing citizens to have their questions addressed appropriately.

Consider and take action on agenda items: 3 - 21

3. Approval of Proclamation #25-024 proclaiming the week of May 11-17, 2025 as National Police Week and May 15, 2025 as Peace Officers Memorial Day.

As Presiding Officer, Commissioner Watson read aloud Proclamation 25-024 designating the week of May 11 -17, 2025 as National Police Week and May 15, 2025 as Peace Officers Memorial Day.

Sheriff Wayne Dicky thanked the Court for recognizing the sacrifices that peace officers make to protect and serve, noting that last year 147 peace officers gave their lives in the line of duty. Sheriff Dicky thanked the officers for all that they do to keep the peace and protect the community.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Bentley Nettles. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

4. Approval to cancel the Regular Meeting for Commissioners Court on Tuesday, July 22, 2025 due to lack of a quorum. Members of the Court will be attending a conference.

Motion: Approve, Moved by Commissioner Fred Brown, Seconded by Commissioner Chuck Konderla. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

5. Approval requested from the Veterans Service Officer for acceptance of four (4) \$25.00 Walmart gift cards donated by a Veteran spouse to be used for Veterans in need of assistance.

A copy of the donation form is attached.

Motion: Approve, Moved by Commissioner Bentley Nettles, Seconded by Commissioner Chuck Konderla. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

6. Approval requested for authorization to wire transfer up to \$421,712.67 to Health and Human Services Commission (HHSC) for Uncompensated Care Demonstration Year 8 (Federal Fiscal Year 2019) for the benefit of participating hospitals using funding from the Brazos County Local Provider Participation Fund.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Fred Brown. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

7. Approval requested for authorization to wire transfer up to \$778,375.83 for the Fiscal Year 2025 Hospital Augmented Reimbursement Program (HARP) IGT for the benefit of participating hospitals using funding from Brazos County Local Provider Participating Fund.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Bentley Nettles. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

8. Approval of the following Job Description:

- a. Juvenile Services - Administration Community Based - B2814 - Juvenile Probation Officer I - Juvenile Services - Mental

A copy of the job description is attached.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Bentley Nettles. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

9. Approval requested from the Sheriff's Office to issue Diners Club credit cards to Investigators Hugh Wallace and Daniel Wagnon with a credit limit for each of \$1,000.00 for travel and emergency use during investigations and work outside of the county.

Commissioner Brown questioned the County's use of Diners Club cards and suggested switching to Mastercard to receive cash back and rewards.

Purchasing Agent Charles Wendt shared that they are currently researching different options to determine what will be the best deal for the County.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Bentley Nettles. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

10. Award of BID #25-090 Mowing of County Rights of Way for Brazos County Road & Bridge. Recommended Vendor: Wayne Pool, LLC.

Commissioner Brown shared his disappointment that no Brazos County businesses bid on this contract. A copy of the contract and bid tabulation is attached.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Fred Brown. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

11. Approval of Contract #25-129 for the Statewide Automated Victim Notification Service with SylogistGov, Inc.

Commissioner Brown questioned whether or not the State pays for this mandate. County Auditor Katie Connor confirmed that it is funded by the State.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Bentley Nettles. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

12. Permission to Advertise RFP #CIP 25-580 Ferrill Creek Road Reconstruction.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Fred Brown. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

13. Approval of the following committee for RFP #CIP 25-580 Ferrill Creek Road Reconstruction.

- a. Jimmy LeFlore - General Superintendent - Road & Bridge
- b. William "Bill" Hadley - Capital Project Manager - Road & Bridge
- c. Robert Perry - Area Supervisor - Road & Bridge
- d. Purchasing (Non-Voting)
- e. Legal (Non-Voting)
- f. GLS - Engineer of Record (Non-Voting)

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Fred Brown. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

14. Request approval of the Final Plat of 7-11 Ranch Phase 1 Lot 6R being a Replat of Lots 6 and 7; 17.337 Acres; Thomas Mays Survey, A-160; Brazos County, Texas. Site is located in Precinct 1.

Commissioner Brown stated that he is glad this will be done through a local company.

Motion: Approve, Moved by Commissioner Bentley Nettles, Seconded by Commissioner Chuck Konderla. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

15. Consider and take action on the Optimum utility permit to construct a road bore at 1520 Crosswind Drive for fiber optic conduit. Site is located in Precinct 2.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Bentley Nettles. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

16. Commissioners Court minutes for the following dates:

- a. April 01, 2025 - Workshop Session
- b. April 01, 2025 - Regular Meeting
- c. April 08, 2025 - Regular Meeting
- d. April 15, 2025 - Regular Meeting
- e. April 22, 2025 - Regular Meeting
- f. April 29, 2025 - Regular Meeting

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Bentley Nettles. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

17. Budget Amendments.

- FY 24/25 Budget Amendments 30.01 - 30.06

Commissioner Brown asked for clarification on amendment 30.03 and amendment 30.06.

Budget Officer Nina Payne explained that Budget Amendment 30.03 is related to Hotel Occupancy Tax funds.

First Assistant Auditor Marci Turner provided clarification for amendment 30.06, stating that this sets funds aside to honor an Interlocal Agreement with the City of College Station. The Court voted unanimously to approve the budget amendments as follows:

30.01 - Recognizing Revenue for Human Resources.

30.02 - Recognizing Revenue for Human Resources.

30.03 - Reallocate funds for Hotel Occupancy Tax.

30.04 - Reallocate funds for Landscaping.

30.05 - Transfer funds from Information Technology to Tax Assessor-Collector.

30.06 - Transfer funds from Contingency to Community Support.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Bentley Nettles. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

18. Personnel Change of Status.

- Approval of Personnel Change of Status

A copy of the Personnel Change of Status is attached.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Bentley Nettles. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

19. Payment of Claims.

Approval of Payment of Claims

- a. 8209544 - 8209691
- b. 9204323 - 9204415

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Fred Brown. Passed. 4-0. Ayes: Brown, Konderla, Nettles, Watson. Absent: Peters.

20. Convene into Executive Session pursuant to Texas Government Code §551.0725 to deliberate business and financial issues related to a contract being negotiated.

Commissioner Watson announced that the Executive Session was not needed at this time and the Court would skip down to agenda item number 22.

21. Consider and possible action on Executive Session.

22. Acknowledgement of the FY 2024-2025 Budget to Actuals by Fund as of May 7, 2025.
Acknowledgement of the FY 2024-2025 Contingency Budget to Actuals by Fund as of May 7, 2025.

The Court acknowledged receipt of the 2024-2025 Budget to Actuals by Fund and Contingency Fund Budget to Actuals as of May 7, 2025.

23. Juvenile director's report on detention population.

Juvenile Director Linda Ricketson reported there are 36 juveniles in the detention center, 18 are male, 18 are female, and 32 have electronic monitors.

24. Sheriff's report on inmate population.

Sheriff Wayne Dicky reported there were 725 inmates in jail, 629 inmates are male, 96 are female, and 50 have electronic monitors.

Sheriff Dicky invited the Court and the community to come out to Veterans Park on May 14, 2025 at 12:00 p.m. for the Peace Officers Memorial.

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

Commissioner Brown announced that former Commissioner Steve Aldrich is home and recovering from his recent surgery. He asked for continued prayers for the Aldrich family during this time. Commissioner Brown then requested a Public Hearing on the Inner East Loop Project.

Commissioner Konderla thanked all the law enforcement men and women that serve our community for their sacrifice and dedication to keeping us safe. He also asked that we keep them all in our prayers.

26. Adjourn.



**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 MAY 13, 2025 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 ON THE BRAZOS
COUNTY COMMISSIONERS COURT YOUTUBE CHANNEL AT:
[HTTPS://WWW.YOUTUBE.COM/@BRAZOSCOUNTY3227](https://www.youtube.com/@BRAZOSCOUNTY3227). THIS
MEETING WILL BE CONDUCTED BY VIDEO CONFERENCE WITH
AT LEAST A QUORUM OF COMMISSIONERS COURT MEMBERS
PARTICIPATING IN PERSON AT THE COUNTY ADMINISTRATION
BUILDING IN ACCORDANCE WITH THE PROVISIONS SET FORTH
IN SECTION 551.127 OF THE TEXAS GOVERNMENT CODE.**

-
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 - U.S. and Texas Flag - Commissioner Konderla
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6. Approval requested for authorization to wire transfer up to \$421,712.67 to Health and

FILED

2025 MAY -9 P 1:31

WHEN MAILED, CLERK OF
BRAZOS COUNTY, BRYAN, TEXAS
DE. *Heather Bowma*

Human Services Commission (HHSC) for Uncompensated Care Demonstration Year 8 (Federal Fiscal Year 2019) for the benefit of participating hospitals using funding from the Brazos County Local Provider Participation Fund.

7. Approval requested for authorization to wire transfer up to \$778,375.83 for the Fiscal Year 2025 Hospital Augmented Reimbursement Program (HARP) IGT for the benefit of participating hospitals using funding from Brazos County Local Provider Participating Fund.
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23. Juvenile director's report on detention population.
24. Sheriff's report on inmate population.
25. Announcement of interest items and possible future agenda topics.
26. Adjourn.

PUBLIC COMMENTS

Public Comment during the Commission Meeting may be for all matters, both on and off the agenda, and be limited to four minutes per person. Public participation sign-up sheets must be submitted at least five (5) minutes prior to the start of the posted meeting time. 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 81.023 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 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

13 DAY OF May, 2025
10:00 AM PM, Regular

Name

(PLEASE PRINT)

Organization

(PLEASE PRINT)

KYLE GREENWOOD	NO EAST LOOP
BEVERLY GREENWOOD	NO EAST LOOP
Robert D. Johnson	No East Loop
Ronnie Vitelli	Citizen
Charlotte Stivers	NEL
Connie Banks	No East Loop
CHARLES G. MANCOSO	
Jeff Hobbs	Self
Katie Conner	Auditor
Nina Payne	Budget
BOBBY ROSIER	NEL
Snky Ruple	NEL
Jaclyn Tech	NEL
Adam W. Ferdue	citizen
Victoria Limon McCoy	Co. Clerk

BRAZOS COUNTY COMMISSIONER'S COURT

13 DAY OF May, 2025
10:00 ~~AM~~PM, Regular

Name

(PLEASE PRINT)

Organization

(PLEASE PRINT)

Bruce Erratt

Co. Judge

Marsha Anderson

Co. Judge

Cynde Wiley

Self

Kevin Stuart

BCSO

Salomon Hernandez

BCSO

Mike Trumpf

BCSO

Nick ALO

BCSO

Wayne Dickes

S.O.

Charli Recker

Exps

Joe Sathern

Eagle

Kimi Timnell

Self

Eric Thomas

BCSO

Quwan Prockmuth

BCSO

Derrick Ratliff

Self

David Villanueva

BCSO

BRAZOS COUNTY COMMISSIONER'S COURT

13 DAY OF May, 2025
10:00 ~~AM~~PM, Regular

Name

(PLEASE PRINT)

Amykay Sicinski
 Sam Baller

Jane Waller
 Teresa Sykes
 Garrett House

Donald Lampo

Erika Garcia

Kevin Taylor

Michah Whip

ERIC CALDWELL

Jason Davis

Billy Melzow

Justin Marshall

James Mitchell

Jonathan Jones

Organization

(PLEASE PRINT)

my self tax payer
 BCSO - Courthouse

BCSU

Const. Pct. 2

SO

IT

loop

BCIT

SO

BCIT

BCSO

BCSO

BCSO

BRAZOS COUNTY COMMISSIONER'S COURT

13 DAY OF May, 2025
10:00 AM PM, Regular

Name

(PLEASE PRINT)

Aubrey Leggett

Sherry Lowe

Delia Sandaal

Russell McGee

Convin Daulton

MIKE STREET

Allen Hammack

Daleen Barnes

Beverly Greenwood

Cathie Viers

Linda Ricketson

Ashlie Peters-Brown

Brad Myers

Mary Ruth Fosier

Jacqueline Foster

Organization

(PLEASE PRINT)

Comm. Court

Comm Court

Comm Court

Comm Ct.

No East Loop

No East Loop

Citizen

No East Loop

Chapman

Juvenile

Co. Clerk

NEL

NEL

Expo

BRAZOS COUNTY COMMISSIONER'S COURT

13th DAY OF May, 2025
10:00 AM PM, Regular

Name

(PLEASE PRINT)

GABRIEL SUAREZ
Christopher Vaughn
Allen Libby
Theresa Holland
Bowen Johnson
Barbara T Coker
Kimberly Roach
Ed Bull
David Wilcox
Dillon Donaldson
Teresa White
Spencer Mays
Ann Boney
Celina Nann
Kathryn Butler

Organization

(PLEASE PRINT)

Brazos County S.O.
Brazos County SO
Co JUDGE
Citizen
BCSO
citizen
CO Judge
Comm Court
BCSO
BCSO
Loop
Budget
NAAE
Purchasing
Purchasing

BRAZOS COUNTY COMMISSIONER'S COURT

13th DAY OF May, 2025
10:00 (AM/PM, Regular

Name

(PLEASE PRINT)

Chenees Nunn

Barbara Birdwell

Abigail Belanger

James West

Barbara Smith

Charles Coats

Shen Myrha

Callie Mattson

Cristian Villarreal

MATT BELL

Ryan Pae

James Hall

Prathana Banerji

Leslie Contreras

Organization

(PLEASE PRINT)

Purchasing

citizen

BCSO

West Webb

Co Judge

BCS HFH

BCSO

HR

Treas

BCSO

BCSO

BCSO

R&B

Risk

BRAZOS COUNTY
COMMISSIONER'S COURT

13 DAY OF May, 2025
10:00 AM/PM, Regular

Name

(PLEASE PRINT)

Organization

(PLEASE PRINT)

JOEY QUIMBY

SELF

~~Helel Wadsworth~~
maratunaDeeta
aluto

TREVOR LANSDOWN

BCPM

Paula Dorcet

HR

Raeanne McConathy

HR

JOE SALVATO

R+B
BCSO

Ed Ramirez

BCSO.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Brazos County Office of the Sheriff-Detention Ctr. NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval of Proclamation #25-024 proclaiming the week of May 11-17, 2025 as National Police Week and May 15, 2025 as Peace Officers Memorial Day.

TO: Commissioners Court

FROM: Chief Kevin Stuart, CJM

DATE: 04/09/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

REQUIREMENTS: Approval and signature of the Proclamation

NOTES/EXCEPTIONS: This Proclamation for National Peace Officer week is to raise awareness for the Peace Officer in the Brazos County.

ACTION REQUESTED OR ALTERNATIVES: approval and signature

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
2025 National Police - Peace Officers Proclamation.pdf	2025 National Police - Peace Officers Proclamation	Cover Memo
1962 Oct Kennedy signed Public Law 87-726.docx	Kennedy Proclamation	Backup Material



PROCLAMATION

National Police Week and Peace Officers Memorial Day

WHEREAS, President John F. Kennedy signed Public Law 87-726, October 1, 1962, designating May 15 as Peace Officers Memorial Day and the week in which the date falls as Police Week.

WHEREAS, all Law Enforcement agencies of Brazos County play an essential role in safeguarding the rights and freedom of the citizens of the county; and

WHEREAS, members of Law Enforcement recognize their duty to serve the people of Brazos County by safeguarding life and property, by protection against violence and disorder, and by protecting the innocent against deception, the weak against oppression or intimidation; and

WHEREAS, during National Police Week, and throughout the year, the County of Brazos recognizes and appreciates the critical contributions and sacrifices of members of Law Enforcement at all levels; and

WHEREAS, during National Police Week, the County of Brazos recognizes and appreciates the incredibly dangerous risks that these individuals face every day while serving their communities. It serves as a reminder of the sacrifices they make to protect and serve others; and

WHEREAS, Police Week recognizes and honors Hometown Heroes who have passed away in the line of duty and recognizes current Peace Officers in Law Enforcement; and

NOW, THEREFORE, BE IT RESOLVED that the Commissioners Court of Brazos County, does hereby proclaim May 11-17, 2025, as "National Police Week" and May 15, 2025 as "Peace Officers Memorial Day" where all citizens are encouraged to pay tribute to all the many Law Enforcement employees working in Brazos County for the vital public service they provide.

PROCLAIMED this 13 day of MAY 2025.

Absent

Duane Peters, County Judge

[Signature]
Commissioner Bentley Nettles, Precinct 1

[Signature]
Commissioner Chuck Konderla, Precinct 2

[Signature]
Commissioner Fred Brown, Precinct 3

[Signature]
Commissioner Wanda J. Watson, Precinct 4
County Judge, Pro Tem



[PUBLIC LAW 87-726]

H. J. Res. 730

Eighty-seventh Congress of the United States of America
AT THE SECOND SESSION
*Began and held at the City of Washington on Wednesday, the tenth day of January,
one thousand nine hundred and sixty-two*

Joint Resolution

To authorize the President to proclaim May 15 of each year as Peace Officers Memorial Day and the calendar week of each year during which such May 15 occurs as Police Week.

Whereas the police officers of America have worked devotedly and selflessly in behalf of the people of this Nation, regardless of the peril or hazard to themselves; and
Whereas these officers have safeguarded the lives and property of their fellow Americans; and
Whereas by the enforcement of our laws, these same officers have given our country internal freedom from fear of the violence and civil disorder that is presently afflicting other nations; and
Whereas these men and women by their patriotic service and their dedicated efforts have earned the gratitude of the Republic: Now, therefore, be it

Resolved by the Senate and House of Representatives of the United States of America in Congress assembled, That the President is authorized and requested to issue proclamations (1) designating May 15 of each year as Peace Officers Memorial Day in honor of the Federal, State, and municipal officers who have been killed or disabled in the line of duty, (2) designating in each year the calendar week during which such May 15 occurs as Police Week, in recognition of the service given by the men and women who, night and day, stand guard in our midst to protect us through enforcement of our laws, and (3) inviting the governments of the States and communities and the people of the United States to observe such day and week with appropriate ceremonies and activities.

John F. Kennedy
Speaker of the House of Representatives.

Lyndon B. Johnson
Vice President of the United States and
President of the Senate.

APPROVED
OCT - 1 1962

Lyndon B. Johnson

SEP 25 1962
RECEIVED

SEP 25 1962
RECEIVED

Proclamation 3537—Peace Officers Memorial Day and Police Week



A Proclamation

Whereas, from the beginning of this Nation, law enforcement officers have played an important role in safeguarding the rights and freedoms which are guaranteed by the Constitution and in protecting the lives and property of our citizens; and

Whereas, through constant application of new procedures and techniques, such officers are becoming more efficient in their enforcement of our laws; and

Whereas it is important that our people know and understand the problems, duties, and responsibilities of their police departments and the necessity for cooperating with them in maintaining law and order; and

Whereas it is fitting and proper that we express our gratitude for the dedicated service and courageous deeds of law enforcement officers and for the contributions they have made to the security and well-being of all our people; and

Whereas, by a joint resolution approved October 1, 1962 (76 Stat. 676), the Congress has requested the President to designate May 15 of each year as Peace Officers Memorial Day and the calendar week during which such May 15 occurs as Police Week:

Now, Therefore, I, John F. Kennedy, President of the United States of America, do hereby designate May 15, 1963, and May 15 of each succeeding year, as Peace Officers Memorial Day, in honor of those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.

I also designate the week of May 12 through May 18, 1963, and the calendar week during which May 15 occurs of each succeeding year, as **Police Week**, in recognition of the service given by the men and women who, night and day, protect us through enforcement of our laws.

I invite State and local governments, patriotic, civic, and educational organizations, and the people of the United States generally, to observe Peace Officers Memorial Day and Police Week in this year and each succeeding year with appropriate ceremonies in which all our people may join in commemorating law enforcement officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities, and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the United States of America to be affixed.

DONE at the City of Washington this fourth day of May in the year of our Lord nineteen hundred and sixty-three, and of the Independence of the United States of America the one hundred and eighty-seventh.

A handwritten signature of John F. Kennedy in dark ink, written in a cursive style.

JOHN F. KENNEDY



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval to cancel the Regular Meeting for Commissioners Court on Tuesday, July 22, 2025 due to lack of a quorum. Members of the Court will be attending a conference.

TO: Commissioners Court

DATE: 04/23/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval to cancel the Regular Meeting for Commissioners Court on Tuesday, July 22, 2025 due to lack of a quorum. Members of the Court will be attending a conference.

TO: Commissioners Court

DATE: 04/23/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

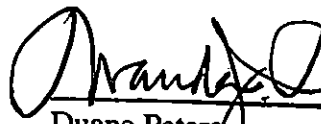

File Name

Description

Type

No Attachments Available

APPROVED

 5/13/25
Duane Peters Date
County Judge

County Judge Pro Tem



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Veteran Service Officer NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval requested from the Veterans Service Officer for acceptance of four (4) \$25.00 Walmart gift cards donated by a Veteran spouse to be used for Veterans in need of assistance.

TO: Commissioners Court

FROM: Pamela Robertson

DATE: 05/06/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

SOURCE OF FUNDS: Veteran Spouse (Terry Church)

REQUIREMENTS: N/A

ATTACHMENTS:

File Name

[donation_form.pdf](#)

Description

Donation Form

Type

Cover Memo



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

Date: 05/06/2025

☒ Acceptance of Donated/Awarded Property
(Awarded property requires signed court documentation)

☐ Donation of County Property

☐ Acceptance of Donated Inmate Property
(Requires signed inmate documentation – NO VALUE ASSESSED)

Item Description: 4 X \$25.00 WalMart 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: Donated by Veteran Spouse (Terry Church) to be given to Veterans in need.

Estimated Value: \$ 100.00

Check box if the donated property is in possession of the County department.

Acceptance of Donated Property	Donation of County Property
<p>Check the appropriate account based on estimated value of property being accepted:</p> <p><input type="checkbox"/> 61235000 (Donation - Other)*</p> <p><input checked="" type="checkbox"/> 60010000 (Minor Property - \$1 - \$4999)</p> <p><input type="checkbox"/> 80010000 (Capital Property - Over \$5000)</p> <p><i>For Budget use only</i></p>	<p>Check the appropriate entity property being donated to:</p> <p>Government Entity: _____</p> <p style="text-align: right;">Organization Name</p> <p>Other (Due to Statutory requirements prior approval is required by Purchasing: _____</p> <p style="text-align: right;">Organization Name</p>

**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. The determination to accept or reject the donation will be made at the sole discretion of Commissioners Court based upon such things as usefulness, projected operating, maintenance, and insurance costs.

Requesting Department: 10002000
Division

Veteran Service Officer
Department Name

[Signature]
Authorized Signature

Organization Receiving Donated Property: _____
Authorized Signature

Approved by Commissioners Court on this 13 day of May 2025.

[Signature]
Commissioners Court Approval
County Judge Pro Tem

For Treasurer's Use Only	
Division:	<u>10002000</u>
Account:	<u>46023000</u>



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office

NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval requested for authorization to wire transfer up to \$421,712.67 to Health and Human Services Commission (HHSC) for Uncompensated Care Demonstration Year 8 (Federal Fiscal Year 2019) for the benefit of participating hospitals using funding from the Brazos County Local Provider Participation Fund.

TO: Commissioners Court

FROM: Nina Payne

DATE: 05/01/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

SOURCE OF FUNDS: Brazos County Local Provider Participation Fund (Fund 16000)

Funds must be set up using the TexNet system as required by HHSC. Last day to submit IGT on TexNet is Thursday, May 15, 2025, with a settlement date of Friday, May 16, 2025.

REQUIREMENTS: If request is not approved, funding will not be allocated to the following hospitals:

- St. Joseph Regional Health Center
- CHI St. Joseph Regional Hospital
- College Station Hospital

NOTES/EXCEPTIONS: In accordance with Texas Administrative Code 1 TAC §355.8212, beginning in Federal Fiscal Year (FFY) 2024, all hospitals, except for state-owned and rural hospitals, are required to enroll, participate in, and comply with requirements for voluntary supplemental Medicaid or directed Medicaid programs for which the hospital is eligible within the State of Texas to participate in UC. For additional information, please visit: <https://pfd.hhs.texas.gov/hospitals-clinic/hospital-services/uncompensated-care-payments>.

ACTION REQUESTED OR
ALTERNATIVES: Request approval.

ATTACHMENTS:

File Name

Description

Type

[UC_DY_8_Redistribution_IGT_Notification.pdf](#)

IGT - US Request

Cover Memo

[DY8_Redistribution_UC_IGT_Alloc_Model_-_Brazos_LPPF.pdf](#)

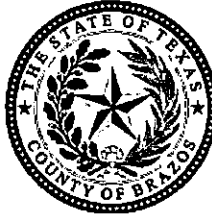
UC IGT Backup

Backup Material

[Uncompensated_Care_Overview.pdf](#)

Uncompensated Care Overview

Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval requested for authorization to wire transfer up to \$421,712.67 to Health and Human Services Commission (HHSC) for Uncompensated Care Demonstration Year 8 (Federal Fiscal Year 2019) for the benefit of participating hospitals using funding from the Brazos County Local Provider Participation Fund.

TO: Commissioners Court

FROM: Nina Payne

DATE: 05/01/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

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NOTES/EXCEPTIONS:

ACTION REQUESTED OR ALTERNATIVES: Request approval.

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
UC_DY_8_Redistribution_IGT_Notification.pdf	IGT - US Request	Cover Memo
DY8_Redistribution_UC_IGT_Alloc_Model_-_Brazos_LPPF.pdf	UC IGT Backup	Backup Material
Uncompensated_Care_Overview.pdf	Uncompensated Care Overview	Backup Material

APPROVED


Duane Peters Date
County Judge
County Judge Pro Tem

Nina Payne

From: Caroline Simpson <caroline@ahcv.com>
Sent: Thursday, May 1, 2025 1:18 PM
To: Nina Payne; Edward C. Bull; Jamie L. Cartwright; Cristian T. Villarreal; Katie D. Conner
Cc: Justin Flores; Zach Ervin; Sherra Mershon
Subject: UC DY 8 Redistribution Payment and IGT Call - Brazos LPPF
Attachments: DY8 Redistribution UC IGT Alloc Model - Brazos LPPF.xlsx

Brazos County Disclaimer

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Hello, Brazos County Team,

As you know, the upcoming UC DY 8 Redistribution Payment IGT is taking place on **Thursday, May 15th, 2025**. Accordingly, the hospitals participating within the Brazos LPPF would like to request the following IGT amount noted below. (Please review the accompanying allocation.)

UC DY 8 Redistribution IGT – total requested IGT amount \$421,712.67

HHSC requires this amount to be entered into TexNet no later than the close of business **5/15/2025** with a settlement date of **5/16/2025**. These funds will need to be placed in the "UC Hospital" Bucket. Upon successful completion of the IGT, please submit the PDF of the TexNet trace sheet and allocation form to PFD_UC_Payments@hhs.texas.gov.

AHCV also kindly requests to be copied on the TexNet trace sheet submission to HHSC on or before the deadline noted above.

Please do not hesitate to contact us with any questions.

Best Regards,

Caroline Simpson | Senior Financial Analyst

Adelanto Healthcare Ventures, L.L.C.

Mobile: 270-991-6430

Web: www.ahcv.com

Email: caroline@ahcv.com

174 Saundersville Road, Suite 503 & 504
Hendersonville, TN 37075

From: Texas Health and Human Services Commission <txhhs@public.govdelivery.com>

Sent: Thursday, April 24, 2025 1:02 PM

Subject: UC DY 8 Redistribution Payment and IGT Call

CAUTION EXTERNAL EMAIL: This email originated from an external email address. Do not click links, open attachments, or share information unless you recognize the sender and know the content is safe.



UC DY 8 Redistribution Payment and IGT Call

HHSC has identified additional funds available for Uncompensated Care (UC) Demonstration Year (DY) 8 (Federal Fiscal Year 2019), totaling approximately \$112 million, all funds. These additional funds result from recoupments from overpaid providers that have now been collected.

To fund this payment, an additional Intergovernmental Transfer (IGT) is required, which will be collected based on these Federal Medical Assistance Percentages (FMAP):

- 58.19% for Oct. 2018 through Aug. 2019.

Additional payments and IGT are included in the "UC DY 8 Redistribution" tab of the UC DY 8 Final Reconciliation Redistribution File. The IGT file is updated as of Feb. 28, 2025. It is available for review on the [Provider Finance Department \(PFD\) website](#), under the "UC Redistribution Files" heading.

If the payments are not fully funded, HHSC may be required to adjust payments proportionately.

To ensure that all government entities receive this notification, HHSC strongly encourages providers to send this information to any government entity submitting IGT on their behalf.

Below are the pertinent dates associated with the UC Redistribution payment:

- May 15: Last date to schedule a transfer in TexNet.
- May 16: IGT settlement date.
- May 26: State-owned Hospitals submit their Journal Entry.
- May 30: State-owned Hospitals Payments Processed.
- May 30: Payments Expected to Providers.

Late IGTs will not be accepted.

Select the UC bucket in TexNet when entering your IGT. Send a screenshot or a PDF copy of the confirmation or trace sheet from TexNet, or an email with the

confirmation number, to the [PFD UC Payments team](#). Additional information regarding the TexNet process can be found on the [Comptroller's website](#).

State-owned hospitals must send a copy of their Journal Entry (JE) to the [PFD UC Payments team](#).

Include the names, phone numbers, and email addresses of two contacts in case HHSC has any questions regarding the TexNet or JE received.

Email any questions regarding the Uncompensated Care (UC) payment process to the [PFD UC Payments team](#).

Email any questions regarding the Uncompensated Care (UC) calculation to the [PFD Hospital Services Team](#).

You have subscribed to get updates about Texas Health and Human Services (HHS). For more information about HHS, [please visit our website](#).

Stay Connected



(en español)



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This email was sent to spatrick@ahcv.com using govDelivery Communications Cloud on behalf of: Texas Health and Human Services Commission · 707 17th St, Suite 4000 · Denver, CO 80202



**Brazos County LPPF
DY8 UC Redistribution/SDA Allocation Form**

TRACE Number:



Agenda Date: Tuesday, May 13, 2025

TexNet: Thursday, May 15, 2025

Settlement Date: Friday, May 16, 2025

Bucket: "UC Hospital" Bucket

The Trace Number is in the receipt you receive from the Comptroller once you have submitted your IGT into TexNet.

The Trace Sheet and Allocation Form must be submitted together in the same email. All Trace Sheet submissions must be accompanied by an Allocation Form. If a governmental entity is submitting in multiple SDA's, a separate allocation form must be submitted for each SDA

SDA		Government Entity	IGT Total
MRSA Central		Brazos County LPPF	\$ 421,712.67
		Total	\$ 421,712.67

Check

-

Nina Payne

npayne@brazoscountytexas.gov

979-361-4186

Katie Conner

kconner@brazoscountytexas.gov

979-361-4359

**Brazos County LPPF
DY8 UC Redistribution Facility Allocation**

TRACE Number:



Agenda Date: Tuesday, March 18, 2025

TexNet: Tuesday, March 18, 2025

Settlement Date: Wednesday, March 19, 2025

Bucket: "UC Hospital" Bucket

SDA	TPI	Hospital	Government Entity	IGT Total	% of Funding from GE	IGT from GE
MRSA Central	127267603	ST. JOSEPH REGIONAL HEALTH CENTER	Brazos County LPPF	\$ 239,589.61	100%	\$ 239,589.61
MRSA Central	409332001	CHI ST JOSEPH REGIONAL HOSPITAL	Brazos County LPPF	\$ 57,720.72	100%	\$ 57,720.72
MRSA Central	326725404	COLLEGE STATION HOSPITAL	Brazos County LPPF	\$ 124,402.34	100%	\$ 124,402.34
			Brazos County LPPF	\$ 421,712.67		\$ 421,712.67
			Total	\$ 421,712.67		\$ 421,712.67

Check

-

OVERVIEW

The intent of the Texas Medicaid Waiver Application (“UC Application”) is to provide a simplified way to subsidize the costs incurred by hospitals and physicians for patient care services (as further defined below) provided to Medicaid and Uninsured patients that are not reimbursed through the claims adjudication process or by other supplemental payments. All UC payments to providers and all expenditures described as UC permissible expenditures must not exceed the cost of services provided to Medicaid and Uninsured patients as defined and discussed in this protocol. These unreimbursed Medicaid and Uninsured costs are determined based on one of two UC tools depending on the type of entity providing the service. These tools have been approved by the Centers for Medicare and Medicaid Services (CMS). To the extent that there are UC expenditures a hospital provider wants to make against the UC cost limit, and the methodology for capturing such expenditures is not stated in this protocol, the expenditures must be approved by CMS prior to the submission of the reconciliation for the applicable period for the expenditures.

The Medicaid coverage limitations under Section 1905(a) of the Act, which excludes coverage for patients in an IMD who are under age 65, except for coverage of inpatient psychiatric hospital services for individuals under age 21, are applicable.

The Texas Hospital Uncompensated Care tool (“TXHUC”) will be utilized by hospitals to determine their unreimbursed costs for Medicaid and Uninsured patients for physician’s and mid-level professional’s direct patient care services where the hospital incurs these costs. In addition, if the hospital has unreimbursed hospital costs for services provided to Medicaid and Uninsured patients that were not paid via the claims adjudication process or thru the Medicaid Disproportionate Share (DSH) pool, these costs can be included in the TXHUC application. Also, for some hospitals meeting the criteria, unreimbursed pharmacy costs for take home drugs provided by the hospital to Medicaid and Uninsured patients will be included in the TXHUC application.

The Texas Physicians Uncompensated Care tool (“TXPUC”) will be utilized by physician entities that provide direct patient care physician and mid-level professional services to Medicaid and Uninsured patients in a hospital setting and the professional entity is not reimbursed under a contractual or employment relationship by the hospital for these services. The professional entity may also include in its TXPUC application the costs related to direct patient care services provided to Medicaid and Uninsured patients in a non-hospital setting. Only physician entities that had previously received payments under the Texas Medicaid Physician UPL (Upper Payment Limit) program and their successor organizations are eligible to submit a TXPUC application under the 1115 Waiver program.

The costs and other data included in the initial UC application should be representative of the fiscal period from October 1, 2009 through September 30, 2010. The UC application should be submitted to the Texas Health and Human Services Commission (HHSC) by the deadline specified by HHSC on its website at <http://www.hhsc.state.tx.us/rad/hospital-svcs/1115-waiver.shtml>. Applications for future fiscal periods which will cover the period from October 1 through September 30 of the applicable years will be due to HHSC by the deadline specified by HHSC. For hospitals, due to the five (5) month time period for the completion of the Medicare cost report which serves as the basis for the costs to be reported on the UC application, some entities will not have completed their cost report prior to the deadline for the submission of their UC application. In these situations, the hospital should submit a full 12 months of data on the UC application based on the most recently completed Medicare cost reporting period that includes a minimum of twelve (12) months. It should be noted that when HHSC completes the reconciliation process, HHSC will utilize the hospital’s actual data reported on their respective UC applications, weighted accordingly, to determine the hospital’s final UC Pool distribution. This should not be an issue

for physician and mid-level professional organizations since their financial data should be available immediately following the end of their respective fiscal years.

All costs and other data reported in the UC Application are subject to the Medicare regulations and Program instructions. The entity submitting the UC Application must maintain adequate supporting documentation for all information included in the UC Application in accordance with the Medicare program's data retention policies. The entity must submit the supporting documentation upon request from HHSC.

For purposes of the UC Application, a mid-level professional is defined as:

- Certified Registered Nurse Anesthetist (CRNA)
- Nurse Practitioner
- Physician Assistant
- Dentist
- Certified Nurse Midwife
- Clinical Social Worker
- Clinical Psychologist
- Optometrist

For purposes of the UC Application, a visit is defined as:

A face-to-face encounter between a patient and a physician. Multiple encounters with the same physician that take place on the same day and at a single location constitute a single visit. More than one visit may be counted on the same day (which may be at a different location) in either of the following situations:

- a) When the patient, after the first visit, suffers illness or injury requiring another diagnosis or treatment, two visits may be counted.
- b) When the patient is seen by a dentist and sees a physician, two visits may be counted.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval requested for authorization to wire transfer up to \$778,375.83 for the Fiscal Year 2025 Hospital Augmented Reimbursement Program (HARP) IGT for the benefit of participating hospitals using funding from Brazos County Local Provider Participating Fund.

TO: Commissioners Court

FROM: Nina Payne

DATE: 05/07/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

SOURCE OF FUNDS: Brazos County LPPF (Fund 16000)

REQUIREMENTS: HHSC requires the IGT to be entered into TexNet no later than close of business Thursday, May 15, 2025, with a settlement date of Friday, May 16, 2025.

NOTES/EXCEPTIONS: The Hospital Augmented Reimbursement Program (HARP) is a statewide supplement program providing Medicaid payments to hospitals for inpatient and outpatient services that serve Texas Medicaid fee-for-service (FFS) patients. The program serves as a financial transition for providers historically participating in the Delivery System Reform Incentive Payment Program. HARP will provide additional funding to hospitals to assist in offsetting the cost hospitals incur while providing Medicaid services. Subject to CMS approval, eligible participants in Federal Fiscal Year 2022 include non-state government-owned and operated hospitals and private hospitals. The public HARP SPA was approved for non-state government-owned and -operated hospitals on August 31, 2022. The private HARP SPA was approved for private hospitals on August 15, 2023. Reimbursement rules are located at Title 1 of the Texas Administrative Code, Part 15, Chapter 355, SubChapter J, Division 4, Rule 8070.

ACTION REQUESTED OR ALTERNATIVES: Request approval.

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
HARP_Final_IGT_Request.pdf	HARP IGT Request	Cover Memo
FFY25_HARP_Final_IGT_Alloc_Model_-_Brazos_LPPF.pdf	HARP IGT Backup	Cover Memo
HARP_Rules.pdf	Texas Administrative Code - HARP	Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office

NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval requested for authorization to wire transfer up to \$778,375.83 for the Fiscal Year 2025 Hospital Augmented Reimbursement Program (HARP) IGT for the benefit of participating hospitals using funding from Brazos County Local Provider Participating Fund.

TO: Commissioners Court

FROM: Nina Payne

DATE: 05/07/2025

FISCAL IMPACT: False

BUDGETED: False

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SOURCE OF FUNDS: Brazos County LPPF (Fund 16000)

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ACTION REQUESTED OR Request approval.

ALTERNATIVES:

ATTACHMENTS:

File Name

HARP_Final_IGT_Request.pdf

FFY25_HARP_Final_IGT_Alloc_Model_-_Brazos_LPPF.pdf

HARP_Rules.pdf

Description

HARP IGT Request

HARP IGT Backup

Texas Administrative Code - HARP

Type

Cover Memo

Cover Memo

Backup Material

APPROVED

Duane Peters 5/13/25
Duane Peters County Judge
County Judge Date
Duane Peters

Nina Payne

From: Caroline Simpson <caroline@ahcv.com>
Sent: Tuesday, May 6, 2025 12:14 PM
To: Mindy L. Junek; Nina Payne; Edward C. Bull; Jamie L. Cartwright; Cristian T. Villarreal; Katie D. Conner
Cc: Justin Flores; Alex Russell; Zach Ervin; Sherra Mershon
Subject: FFY25 HARP Final - Brazos LPPF
Attachments: FFY25 HARP Final IGT Alloc Model - Brazos LPPF.xlsx

Brazos County Disclaimer

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Hello, Brazos County Team,

As you know, the upcoming HARP FFY25 Final IGT is taking place on **Thursday, May 15th, 2025**. Accordingly, the hospitals participating in the Brazos LPPF would like to request the following IGT amount noted below. (Please review the accompanying allocation.)

FFY25 Final – total requested IGT amount \$778,375.83

HHSC requires this amount to be entered into TexNet no later than the close of business **5/15/2025 with a settlement date of 5/16/2025**. These funds will need to be placed in the “HARP Private” bucket. Upon successful completion of the IGT, please submit the PDF of the TexNet Trace Sheets and allocation forms to hhscpfldharppayments@hhs.texas.gov.

AHCV also kindly requests to be copied on the TexNet submission to HHSC on or before the deadline noted above.

Please do not hesitate to contact us with any questions.

Best Regards,

Caroline Simpson | Senior Financial Analyst
Adelanto Healthcare Ventures, L.L.C.

Mobile: 270-991-6430

Web: www.ahcv.com

Email: caroline@ahcv.com

174 Saundersville Road, Suite 503 & 504
Hendersonville, TN 37075

Nina Payne

From: Caroline Simpson <caroline@ahcv.com>
Sent: Wednesday, April 30, 2025 2:00 PM
To: Nina Payne; Edward C. Bull; Jamie L. Cartwright; Cristian T. Villarreal; Katie D. Conner
Cc: Sherra Mershon; Justin Flores; Alex Russell; Zach Ervin
Subject: HARP IGT Notification – Second Half Year 4 (FFY25) Public and Private

Categories: EDF

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Good afternoon, Brazos County Team,

We hope this email finds you well.

We want to make you aware of the most recent timeline from HHSC regarding the upcoming HARP FFY25 Final IGT call. Below is the timeline provided by HHSC, which shows a **TexNet due date of Thursday, May 15th, 2025**, with a settlement date of May 16th.

HARP FFY25 Final IGT Timeline

- Last day to enter the transfer into TexNet/IGT Due Date: Thursday, May 15th, 2025
- IGT Settlement Date: Friday, May 16th, 2025

We will work to provide you with recommended IGT amounts no later than **Thursday, May 8th, 2025**. ***Please confirm that this timeline is sufficient to ensure the IGT can be submitted on or before the May 15th deadline.***

Let us know if you have any questions and thank you for your continued assistance and flexibility.

Best Regards,

Caroline Simpson | Senior Financial Analyst

Adelanto Healthcare Ventures, L.L.C.

Mobile: 270-991-6430

Web: www.ahcv.com

Email: caroline@ahcv.com

174 Saundersville Road, Suite 503 & 504
Hendersonville, TN 37075

From: Texas Health and Human Services Commission <txhhs@public.govdelivery.com>

Sent: Monday, April 28, 2025 12:10 PM

Subject: HARP IGT Notification – Second Half Year 4 (FFY25) Public and Private

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HARP IGT Notification – Second Half Year 4 (FFY25) Public and Private

HHSC is notifying Public and Private entities of the Intergovernmental Transfers (IGT) call for the second half of the Hospital Augmented Reimbursement Program (HARP) Year 4, federal fiscal year 2025 (FFY25).

The IGT amounts can be found in the **HARP FFY25** Suggested IGT file, in Column V on the **"HARP Calculation"** tab. This file was updated on April 25, 2025, and can be found under the Suggested IGT, FFY 2025, Second Half Year 4 (FFY 2025) Suggested IGT Transfer headings on the [Provider Finance Department's \(PFD\) HARP website](#).

Important dates associated with the 2025 HARP Second Half Payment Year 4, Public and Private entities are listed below:

- May 15, 2025: Last date to schedule transfer in TexNet.
- May 16, 2025: IGT Settlement Date.
- May 28, 2025: Expected HARP payment date.

The May 16, 2025 settlement date is non-negotiable.

The funds must be placed in the appropriate "HARP NonState" or "HARP Private" bucket.

Follow the [TexNet instructions](#) to transfer funds through TexNet. After transferring funds, a screenshot or PDF of the confirmation or trace sheet *must* be sent to [PFD Payments](#).

If the payments are not fully funded, HHSC may be required to adjust payments proportionately, as provided in [1 Texas Administrative Code Section 355.8070](#).

If you have questions regarding the calculation in general, [email PFD Hospital Finance](#).

You have subscribed to get updates about Texas Health and Human Services (HHS). For more information about HHS, [please visit our website](#).

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Brazos County LPPF FFY25 HARP Final Allocation Form

TRACE Number:



Agenda Date: Tuesday, May 13, 2025

TexNet: Thursday, May 15, 2025

Settlement Date: Friday, May 16, 2025

Bucket: "HARP Private" Bucket

The Trace Number is in the receipt you receive from the Comptroller once you have

The Trace Sheet and Allocation Form must be submitted together in the same email. All Trace Sheet submissions must be accompanied by an Allocation Form.

Government Entity	IGT Total
Brazos County LPPF	778,375.83
	\$ 778,375.83

Nina Payne
Katie Conner

npayne@brazoscountytexas.gov
kconner@brazoscountytexas.gov

979-361-4186
979-361-4359

**Brazos County LPPF
FFY25 HARP Facility Allocation**

TRACE Number:

Agenda Date: Tuesday, May 13, 2025
TexNet: Thursday, May 15, 2025
Settlement Date: Friday, May 16, 2025
Bucket: "HARP Private" Bucket

TPI	Hospital	Government Entity	IGT Total	% of Funding from GE	IGT from GE
127267603	SAINT JOSEPH REGIONAL HEALTH CENTER	Brazos County LPPF	\$ 665,510.94	100%	\$ 665,510.94
353712801	SCOTT & WHITE HOSPITAL-MARBLE FALLS-BAYLOR SCOTT & WHITE MEDICAL CENTER-MARBLE FALLS	Brazos County LPPF	\$ 16.89	100%	\$ 16.89
326725404	SCOTT AND WHITE HOSPITAL COLLEGE STATION-BAYLOR SCOTT & WHITE MEDICAL CENTER COLLEGE STATIO	Brazos County LPPF	\$ 112,848.00	100%	\$ 112,848.00
		Brazos County LPPF	\$ 778,375.83		\$ 778,375.83
		Total	\$ 778,375.83		\$ 778,375.83

TEXAS ADMINISTRATIVE CODE: As in effect on 4/22/2025.

TITLE 1. ADMINISTRATION

PART 15. TEXAS HEALTH AND HUMAN SERVICES COMMISSION

CHAPTER 355. REIMBURSEMENT RATES

SUBCHAPTER J. PURCHASED HEALTH SERVICES

DIVISION 4. MEDICAID HOSPITAL SERVICES

§355.8070. Hospital Augmented Reimbursement Program.

(a) Introduction. This section establishes the Hospital Augmented Reimbursement (HARP) Program, wherein the Texas Health and Human Services Commission (HHSC) directs payments to certain providers that serve Texas Medicaid fee-for-service patients, including eligible non-state government owned hospitals, private hospitals, state-owned hospitals, state government-owned Institutions for Mental Diseases (IMDs), and private IMDs. This section also describes the methodology used by HHSC to calculate and administer such payments. A provider is eligible for a payment under this section only if HHSC has submitted and CMS has approved a state plan amendment permitting HHSC to make payments under this section to the hospital class to which the provider belongs.

(b) Definitions. The following definitions apply when the terms are used in this section.

(1) Fee-for-Service (FFS)--A system of the health insurance payment in which a health care provider is paid a fee by HHSC through the contracted Medicaid claims administrator directly, for each service rendered. For Texas Medicaid purposes, fee-for-service excludes any service rendered under a managed care program through a managed care organization.

(2) Inpatient hospital services--Services ordinarily furnished in a hospital for the care and treatment of inpatients under the direction of a physician or dentist, or a subset of these services identified by HHSC. Inpatient hospital services do not include services furnished in a skilled nursing facility, intermediate care facility services furnished by a hospital with swing-bed approval, or any other services that HHSC determines should not be subject to payment.

(3) Intergovernmental transfer (IGT)--A transfer of public funds from another state agency or a non-state governmental entity to HHSC.

(4) Medicare payment gap--The difference between what Medicare is estimated to pay for the services and what Medicaid actually paid for the same services from the most recent FFS upper payment limit (UPL) demonstration.

(5) Nominal charge provider--A provider that charges an amount equal to 60 percent or less of the reasonable cost of service or services. Nominal charges mean Medicare charges are at or below a ratio equal to 0.6 of reasonable costs which equates to a Medicare ratio of cost to charge (RCC) that exceeds 1.67. Charges and costs are based on inpatient hospital services only.

(6) Non-state government-owned and operated hospital--A hospital that is owned and operated by a local government entity, including but not limited to a city, county, or hospital district.

(7) Outpatient hospital services--Preventive, diagnostic, therapeutic, rehabilitative, or palliative services that are furnished to outpatients of a hospital under the direction of a physician or dentist, or a subset of these services identified by HHSC.

(8) Private hospital--Any hospital that is not government-owned and operated.

(9) Private Institution for Mental Diseases (IMD)--A hospital that is primarily engaged in providing psychiatric diagnosis, treatment or care of individuals with mental illness and that is not government-owned and operated.

(10) Program period--Each program period is equal to a federal fiscal year beginning October 1 and ending September 30 of the following year.

(11) Prospective Payment System--A method of reimbursement in which payment is made based on a predetermined, fixed amount.

(12) Sponsoring governmental entity--A state or non-state governmental entity that agrees to transfer to HHSC some or all of the non-federal share of program expenditures under this subchapter.

(13) State government-owned hospital--Any hospital owned by the state of Texas that is not considered an IMD.

(14) State government-owned IMD--A hospital that is primarily engaged in providing psychiatric diagnosis, treatment or care of individuals with mental illness and that is owned by the state of Texas that is considered an IMD.

(c) Participation requirements. As a condition of participation, all hospitals participating in the program must allow for the following.

(1) The hospital must submit a properly completed enrollment application by the due date determined by HHSC. The enrollment period must be no less than 15 business days, and the final date of the enrollment period will be at least nine days prior to the intergovernmental transfer (IGT) notification.

(2) If a provider has changed ownership in the past five years in a way that impacts eligibility for this program, the provider must submit to HHSC, upon demand, copies of contracts it has with third parties with respect to the transfer of ownership or the management of the provider and which reference the administration of, or payment from, this program.

(d) Payments for non-state government-owned and operated hospitals.

(1) Eligible hospitals. Payments under this subsection will be limited to hospitals defined as "non-state government owned and operated hospital" that are enrolled in Medicare and participate in Texas Medicaid fee-for-service.

(2) Non-federal share of program payments. The non-federal share of the payments is funded through IGTs from sponsoring governmental entities. No state general revenue is available to support the program.

(A) HHSC will communicate suggested IGT responsibilities. Suggested IGT responsibilities will be based on the maximum dollars to be available under the program for the program period as determined by HHSC. HHSC will also communicate estimated revenues each enrolled hospital could earn under the program for the program period with those estimates based on HHSC's suggested IGT responsibilities.

(B) HHSC will issue an IGT notification to specify the date that IGT is requested to be transferred not fewer than 14 business days before IGT transfers are due. HHSC may post the IGT deadlines and other associated information on HHSC's website, send the information through the established Medicaid notification procedures used by HHSC's fiscal intermediary, send through other direct mailing, send through GovDelivery, or provide the information to the hospital associations to disseminate to their member hospitals.

(3) Payment Methodology. To determine each participating non-state government-owned and operated hospital's payment under this section, HHSC will sum the hospital's inpatient FFS Medicare payment gap and the hospital's outpatient FFS Medicare payment gap. HARP payments will be limited such that total inpatient Medicaid payments including supplemental payments and the portion of HARP payments for the inpatient FFS Medicare payment gap do not exceed Medicaid

charges. Nominal charge providers as defined in subsection (b) of this section are exempt from this limitation.

(e) Payments for private hospitals.

(1) Eligible hospitals. Payments under this subsection will be limited to hospitals defined as "private hospital" in subsection (b) of this section that are enrolled in Medicare and participate in Texas Medicaid fee-for-service.

(2) Non-federal share of program payments. The non-federal share of the payments is funded through IGTs from sponsoring governmental entities. No state general revenue is available to support the program.

(A) HHSC must receive the non-federal portion of reimbursement for HARP through a method approved by HHSC and Centers for Medicare & Medicaid Services (CMS) for reimbursement through this program.

(B) A hospital under this subsection must designate a single local governmental entity to provide the non-federal share of the payment through a method determined by HHSC. If the single local governmental entity transfers less than the full non-federal share of a hospital's payment amount calculated in any paragraph under this subchapter, HHSC will recalculate that specific hospital's payment based on the amount of the non-federal share actually transferred.

(C) HHSC will communicate suggested IGT responsibilities. Suggested IGT responsibilities will be based on the maximum dollars to be available under the program for the program period as determined by HHSC. HHSC will also communicate estimated revenues each enrolled hospital could earn under the program for the program period with those estimates based on HHSC's suggested IGT responsibilities.

(D) HHSC will issue an IGT notification to specify the date that IGT is requested to be transferred not fewer than 14 business days before IGT transfers are due. HHSC may post the IGT deadlines and other associated information on HHSC's website, send the information through the established Medicaid notification procedures used by HHSC's fiscal intermediary, send through other direct mailing, send through GovDelivery, or provide the information to the hospital associations to disseminate to their member hospitals.

(3) Payment Methodology. To determine each participating private hospital's payment under this section, HHSC will sum the hospital's inpatient FFS Medicare payment gap and the hospital's outpatient FFS Medicare payment gap. HARP payments will be limited such that total inpatient Medicaid payments including supplemental payments and the portion of HARP payments for the inpatient FFS Medicare payment gap do not exceed Medicaid charges. Nominal charge

providers as defined in subsection (b) of this section are exempt from this limitation.

(f) Payments for state government-owned hospitals.

(1) Eligible hospitals. Payments under this subsection will be limited to hospitals defined as "state government-owned hospital" in subsection (b) of this section that are enrolled in Medicare and participate in Texas Medicaid fee-for-service.

(2) Non-federal share of program payments. The non-federal share of the payments is funded through IGTs from sponsoring governmental entities. No state general revenue is available to support the program.

(A) HHSC must receive the non-federal portion of reimbursement for HARP through a method approved by HHSC and CMS for reimbursement through this program.

(B) A hospital under this subsection must designate a single local governmental entity to provide the non-federal share of the payment through a method determined by HHSC. If the single local governmental entity transfers less than the full non-federal share of a hospital's payment amount calculated in any paragraph under this subchapter, HHSC will recalculate that specific hospital's payment based on the amount of the non-federal share actually transferred.

(C) HHSC will communicate suggested IGT responsibilities. Suggested IGT responsibilities will be based on the maximum dollars to be available under the program for the program period as determined by HHSC. HHSC will also communicate estimated revenues each enrolled hospital could earn under the program for the program period with those estimates based on HHSC's suggested IGT responsibilities.

(D) HHSC will issue an IGT notification to specify the date that IGT is requested to be transferred not fewer than 14 business days before IGT transfers are due. HHSC will publish the IGT deadlines and all associated dates on its Internet website.

(3) Payment Methodology.

(A) To determine payment under this section for each participating state-owned hospital reimbursed through Prospective Payment System (PPS), HHSC will sum the hospital's inpatient FFS Medicare payment gap and the hospital's outpatient FFS Medicare payment gap. HARP payments will be limited such that total inpatient Medicaid payments including supplemental payments and the portion of HARP payments for the inpatient FFS Medicare payment gap do not exceed Medicaid charges. Nominal charge providers as defined in subsection (b) of this section are exempt from this limitation.

(B) To determine payment under this section for each participating state-owned hospital not reimbursed through Prospective Payment System (PPS), HHSC will use the hospital's FFS outpatient Medicare payment gap.

(g) Payments for state government-owned IMDs.

(1) Eligible hospitals.

(A) Payments under this subsection will be limited to hospitals defined as "state government-owned IMD" in subsection (b) of this section that are enrolled in Medicare and participate in Texas Medicaid fee-for-service.

(B) The hospital must have submitted at least one adjudicated FFS Medicaid claim for each reporting period to be eligible for payment.

(2) Non-federal share of program payments. The non-federal share of the payments is funded through IGTs from sponsoring governmental entities. No state general revenue is available to support the program.

(A) HHSC must receive the non-federal portion of reimbursement for HARP through a method approved by HHSC and CMS for reimbursement through this program.

(B) A hospital under this subsection must designate a single local governmental entity to provide the non-federal share of the payment through a method determined by HHSC. If the single local governmental entity transfers less than the full non-federal share of a hospital's payment amount calculated in any paragraph under this subchapter, HHSC will recalculate that specific hospital's payment based on the amount of the non-federal share actually transferred.

(C) HHSC will communicate suggested IGT responsibilities. Suggested IGT responsibilities will be based on the maximum dollars to be available under the program for the program period as determined by HHSC. HHSC will also communicate estimated revenues each enrolled hospital could earn under the program for the program period with those estimates based on HHSC's suggested IGT responsibilities.

(D) HHSC will issue an IGT notification to specify the date that IGT is requested to be transferred not fewer than 14 business days before IGT transfers are due. HHSC may post the IGT deadlines and other associated information on HHSC's website, send the information through the established Medicaid notification procedures used by HHSC's fiscal intermediary, send through other direct mailing, send through GovDelivery, or provide the information to the hospital associations to disseminate to their member hospitals.

(3) Payment Methodology. To determine each participating state government-owned IMD hospital's payment under this section, HHSC will use the hospital's inpatient FFS Medicare payment gap. HARP payments will be limited such that total inpatient Medicaid payments including supplemental payments and the portion of HARP payments for the inpatient FFS Medicare payment gap do not exceed Medicaid charges. Nominal charge providers as defined in subsection (b) of this section are exempt from this limitation.

(h) Payments for private IMDs.

(1) Eligible hospitals.

(A) Payments under this subsection will be limited to hospitals defined as "private IMD" in subsection (b) of this section that participate in Texas Medicaid fee-for-service.

(B) The hospital must have submitted at least one adjudicated FFS Medicaid claim for each reporting period to be eligible for payment.

(2) Non-federal share of program payments. The non-federal share of the payments is funded through IGTs from sponsoring governmental entities. No state general revenue is available to support the program.

(A) HHSC must receive the non-federal portion of reimbursement for HARP through a method approved by HHSC and CMS for reimbursement through this program.

(B) A hospital under this subsection must designate a single local governmental entity to provide the non-federal share of the payment through a method determined by HHSC. If the single local governmental entity transfers less than the full non-federal share of a hospital's payment amount calculated in any paragraph under this subchapter, HHSC will recalculate that specific hospital's payment based on the amount of the non-federal share actually transferred.

(C) HHSC will communicate suggested IGT responsibilities. Suggested IGT responsibilities will be based on the maximum dollars to be available under the program for the program period as determined by HHSC. HHSC will also communicate estimated revenues each enrolled hospital could earn under the program for the program period with those estimates based on HHSC's suggested IGT responsibilities.

(D) HHSC will issue an IGT notification to specify the date that IGT is requested to be transferred not fewer than 14 business days before IGT transfers are due. HHSC may post the IGT deadlines and other associated information on HHSC's website, send the information through the established Medicaid notification procedures used by HHSC's fiscal intermediary, send through other direct

mailing, send through GovDelivery, or provide the information to the hospital associations to disseminate to their member hospitals.

(3) Payment Methodology. To determine each participating private IMD hospital's payment under this section, HHSC will use the hospital's inpatient FFS Medicare payment gap. HARP payments will be limited such that total inpatient Medicaid payments including supplemental payments and the portion of HARP payments for the inpatient FFS Medicare payment gap do not exceed Medicaid charges. Nominal charge providers as defined in subsection (b) of this section are exempt from this limitation.

(i) Changes in operation. If an enrolled hospital closes voluntarily or ceases to provide hospital services in its facility, the hospital must notify the HHSC Provider Finance Department by hand delivery, United States (U.S.) mail, or special mail delivery within 10 business days of closing or ceasing to provide hospital services. Notification is considered to have occurred when the HHSC Provider Finance Department receives the notice.

(j) Reconciliation. HHSC will reconcile the amount of the non-federal funds actually expended under this section during the program period with the amount of funds transferred to HHSC by the sponsoring governmental entities for that same period. If the amount of non-federal funds actually expended under this section is less than the amount transferred to HHSC, HHSC will refund the balance proportionally to how it was received.

(k) Payments under this section will be made on a semi-annual basis.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources

NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval of the following Job Description:
• a. Juvenile Services - Administration Community Based - B2814 - Juvenile Probation Officer I - Juvenile Services - Mental

TO: Commissioners Court

DATE: 05/08/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: Human Resources is requesting the approval of the following Job Description(s). The Job Description(s) have been reviewed and verified to meet the Job Description requirements. Consequence of non-approval could hinder the employee and/or department.

ATTACHMENTS:

File Name

Description Type

[Juvenile Services - Administration Community Based - B2814 - Juvenile Probation Officer I - Juvenile Services - Mental.docx](#)

Approval of
the following
Job
Description:
Juvenile
Services -
Administration
Community
Based -
B2814 -
Juvenile
Probation
Officer I -
Juvenile
Services -
Mental

Backup
Material



Brazos County Job Description

Last Updated: May 2025

Template Revision 1.2 08/15/2012

Class Number:	B2814	Title:	Juvenile Probation Officer I - Juvenile Services - Mental
Pay Group:	18	Department:	Juvenile Services - Administration Community Based
FLSA Status:	Non Exempt	Reports To:	Probation Supervisor
Approved Date:	05/13/2025	EEOC Category:	Professional

General Summary:

To provide efficient and effective casework services for those children who are diverted or who are under the jurisdiction of the Juvenile Court of Brazos County.

Essential Duties:

Other duties may be assigned. Secure data regarding physical, psychological, and social factors contributing to juveniles' situation, and prepare social history investigations and other reports for the Juvenile Court. Arrange and participate in detention hearings. Accompany juveniles to Court, and testify when necessary; and, prepare conditions for which juvenile may be released when necessary. Transport juveniles to various locations. Take urine samples from clients. Interview and counsel children and their families. Prepare case plans, case plan reviews and exit plans. Conduct placement visits, home visits and school visits. Comply with all case management standards as defined by Texas Juvenile Justice Department. Make arrests and perform restraint techniques. Maintain 80 hours biannually of approved training to maintain JPO and JSO certification. On call 24 hours a day, subject to irregular work hours. Follow established policies, procedures and practices of the department. Abide by the Texas Juvenile Justice Department Code of Ethics. Maintain security and confidentiality of all case information, files and chronos as required by the Texas Family Code. Facilitates and participates in departmental programs.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is related or a logical assignment to the position.

This job description does not constitute an offer of employment. The job description is subject to change by the employer as the needs of the employer and requirements of the job change.

APPROVED

Other Duties as assigned.

Supervision		
Received:	Probation Supervisor	<i>Deanne Peters</i> 5/13/25
Given:	Not applicable	County Judge <i>Deanne Peters</i>

Education	
Required:	Bachelor's degree in Criminal Justice or a related field, plus one (1) year of responsible, paid experience in a juvenile correctional work or social services.
Preferred:	

Experience	
Required:	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 to perform the essential functions. Must be 21 years of age, or older, and be able to meet criteria for certification as a Juvenile Probation Officer and Juvenile Supervision Officer through TJJD.
Preferred:	

Certificates, Licenses, Registrations	
Required:	Valid Texas driver's license with appropriate liability auto insurance coverage (Driver's license requirements must be met within 30 days if employee recently moved from another state). Must be able to meet all criteria for certification as a probation officer through TJJD which includes a certified copy of transcript with written proof of accreditation of your college or university as well as written proof (on employer's letterhead) of required work experience from previous employer (which should include dates of employment and description of job duties and performance), non-disqualifying criminal history/sex offender registration background check.
Preferred:	

<i>Physical Demands</i>	
Typical:	Duties require daily standing, walking, sitting, talking and listening; frequent use of hands and/or fingers to grasp, handle, pick-up, pinch, type or feel; frequent reaching with hands or arms and lifting of objects over 100 pounds; close vision, distance vision, ability to distinguish color, peripheral vision, depth perception and ability to adjust focus. Physical demands described here are representative of those that must be met or are encountered 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.
<i>Knowledge, Skills, & Abilities</i>	
Typical:	An understanding of human behavioral patterns and the ability to apply good judgment in dealing with troubled youth and their families. Ability to remain calm in stressful situations. Must possess basic computer knowledge and competence. Ability to communicate effectively orally and in writing. Must have physical ability to make arrests and perform restraint techniques.
<i>Work Environment</i>	
Typical:	The noise level in the work environment is usually moderate. While performing the essential duties of this job, the employee is constantly required to perform multiple tasks simultaneously, to work under time pressures to meet deadlines and to work closely with others as part of a team; the employee is frequently required to do tedious exacting work. Worker is subject to physical hazards from traffic; serious hazard and infection from exposure to communicable disease; physical harm as the result of confrontation. 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.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval requested from the Sheriff's Office to issue Diners Club credit cards to Investigators Hugh Wallace and Daniel Wagnon with a credit limit for each of \$1,000.00 for travel and emergency use during investigations and work outside of the county.

TO: Commissioners Court

FROM: Presley Nelson

DATE: 04/30/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: These credit cards are needed for travel and emergency hotel and investigative supplies for work conducted outside the county. Without having a credit card, investigators pay out-of-pocket and are reimbursed. All expenses are fully budgeted by the department.

ATTACHMENTS:

File Name

Description

Type

[Request Letter for Wallace Wagnon.pdf](#) Request Letter

Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval requested from the Sheriff's Office to issue Diners Club credit cards to Investigators Hugh Wallace and Daniel Wagnon with a credit limit for each of \$1,000.00 for travel and emergency use during investigations and work outside of the county.

TO: Commissioners Court

FROM: Presley Nelson

DATE: 04/30/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: These credit cards are needed for travel and emergency hotel and investigative supplies for work conducted outside the county. Without having a credit card, investigators pay out-of-pocket and are reimbursed. All expenses are fully budgeted by the department.

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Request_Letter_for_Wallace_Wagnon.pdf	Request Letter	Backup Material
App_for_Daniel_Wagnon.pdf	Application- Wagnon	Backup Material
App_for_Hugh_Wallace.pdf	Application- Wallace	Backup Material

APPROVED

Handwritten signature of Duane Peters 5/13/25
Duane Peters County Judge Date
Handwritten signature of Duane Peters



BRAZOS COUNTY OFFICE OF THE SHERIFF

WAYNE DICKY, SHERIFF

PAUL MARTINEZ, CHIEF DEPUTY OF ENFORCEMENT
KEVIN STUART, CHIEF DEPUTY OF CORRECTIONS

1700 WEST STATE HIGHWAY 21
BRYAN, TEXAS 77803-1300

April 30, 2025

To: Purchasing

From: Chief Deputy Martinez

Subject: Diner's Club Card

The Sheriff's Office is requesting the issuance of a Diner's Club Credit Card for Investigator Hugh Wallace and Investigator Daniel Wagon for emergency use, if they get called out and or need to follow up on a case out of Brazos County (Investigations come up unexpectedly and require out of town travel. The card will assist with unplanned expenses such as hotels, equipment that would be needed. This would be for major investigations only). The cards would have a \$1,000.00 limit.

Please do not hesitate to contact me with any questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "P. Martinez", written over a horizontal line.

Chief Deputy Paul Martinez





**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Award of BID #25-090 Mowing of County Rights of Way for Brazos County Road & Bridge.
Recommended Vendor: Wayne Pool, LLC.

TO: Commissioners Court

FROM: Summer Dubec

DATE: 05/08/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: This contract covers mowing of approximately 1,080 miles of Brazos County rights-of- way and 45 acres of fields or by dams on an as needed basis. This contract needs to be approved as soon as possible due to upcoming mowing needs throughout the County. Not approving this contract will affect the safety of County roads, sight lines, fire hazards, etc. This contract is already fully budgeted within the Road and Bridge operational budget and no additional funds are being requested.

ATTACHMENTS:

File Name

[Bid - Wayne Pool LLC.pdf](#)

[Tabulation.pdf](#)

Description

Contract

Tabulation

Type

Backup Material

Backup Material



REQUEST FOR BID
BID NO. 25-090
Mowing of County Rights of Way

SEALED BIDS TO BE SUBMITTED BEFORE:
Tuesday, February 18, 2025, 2:00pm CST

TO THE:
BRAZOS COUNTY
PURCHASING DEPARTMENT
200 S. Texas Ave. Suite 352
Bryan, TX 77803
Phone: (979) 361-4290
Fax: (979) 361-4293

Respondents, their employees and/or representatives are prohibited from contacting any official or employee of Brazos County, except the Purchasing Agent, regarding this solicitation from the issuing date of the solicitation until scheduled oral presentations or the date the Brazos County Commissioners Court meets to consider award of the bid. Any such contact will be grounds for rejection of the Respondent's bid.

In compliance with this solicitation, the undersigned Respondent(s) having examined the solicitation and specifications and being familiar with the conditions to be met, hereby submits the following bid for furnishing the material and/or services listed on the attached Bid Form and agrees to deliver said items at the locations and for the prices set forth on the Bid Form.

Company Name: Wayne Pool, LLC

By (Print): Wayne Pool, Jr. Title: Owner

Physical Address: 63 Cotton Rd Huntsville, TX 77340

Mailing Address: 63 Cotton Rd Huntsville, TX 77340

Telephone: 936-661-1517 Fax: _____ E-Mail: waynepooljr@yahoo.com

1.14

Bids will be received at the Brazos County Administration Building, Purchasing Department, 200 South Texas Ave Suite 352, Bryan, Texas prior to 2:00 p.m., Tuesday, February 18, 2025 at which time bids will be publicly opened and read aloud.

A. SCOPE OF BID

Bids are solicited for furnishing the merchandise, supplies, service, and/or equipment set forth in this bid request for a two (2) year period beginning April 1, 2025 through March 31, 2027 in accordance with the following Conditions of Bidding for mowing of county rights of way.

B. CONDITIONS OF BIDDING

1. The following instructions apply to all bids and become a part of terms and conditions of any bid submitted to the Brazos County Purchasing Office, unless otherwise specified elsewhere in this bid request. All Respondent(s) are required to be informed of these terms and conditions and will be held responsible for having done so.
2. Definitions: In order to simplify the language throughout this bid, the following definitions shall apply:
 - a. **BRAZOS COUNTY** – Same as County.
 - b. **COMMISSIONERS COURT** – The elected officials of Brazos County, Texas given the authority to exercise such powers and jurisdiction of all County business as conferred by the State Constitution and Laws.
 - c. **CONTRACT** – An agreement between the County and a Contractor to furnish supplies and/or services over a designated period of time during which repeated purchases are made of the commodity specified.
 - d. **CONTRACTOR** – The successful Respondent(s) of this bid request.
 - e. **COUNTY** – The government of Brazos County, Texas and its authorized representative.
 - f. **SUB-CONTRACTOR** – Any contractor hired by the Contractor or supplier to furnish materials and services specified in the bid request.
 - g. **RESPONDENT** – Any supplier or vendor responding to the bid request.
3. Upon acceptance and approval by the Commissioners Court, this bid effects a working contract between Brazos County and the Contractor for the period designated.
4. Bids must be received by the Purchasing Office prior to the time and date specified. The mere fact that the bid was dispatched will not be considered; the Respondent(s) must have the bid actually delivered to and received by the Purchasing Department.
5. The County reserves the right to accept or reject in part or in whole, any bids submitted, and to waive any technicalities for the best interest of the County.

6. Brazos County shall not be responsible for any verbal communication between any employee of the County and any Respondent(s). Only written specifications and written price quotations will be considered. Respondent(s) with questions regarding the bid should submit them in writing via the Brazos Valley e-Marketplace at <https://brazosbid.ionwave.net>.
7. Brazos County reserves the right to reject any bid that does not fully respond to each specified item.
8. Respondent(s) must include Tax Identification Number for the bid to be valid.
9. Should there be a change in ownership or management; the Contract shall be canceled unless a mutual agreement is reached with the new owner or manager to continue the Contract with its present provisions and prices. This Contract is nontransferable and may not be reassigned by either party.
10. The County may cancel this Contract at any time for any reason, provided a thirty-day written notice is given.
11. The bid award shall be based on, but not necessarily limited to, the following factors:
 - a. Unit Price
 - b. Extended price
 - c. Special needs and requirements of Brazos County
 - d. Results of testing samples (if required by Brazos County)
 - e. Delivery
 - f. References
 - g. Brazos County's experience with products bid
 - h. Respondent's past performance record with Brazos County
12. Although the cost of products to be provided is an essential part of the bid, Brazos County is not obligated to award a contract on the sole basis of cost but will award to Respondent considered to be the best value to Brazos County.
13. Acceptance of merchandise, work, and/or equipment provided shall be made by the 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 the County of any and all documentation as may be required.
14. 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.

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15. This Contract shall be governed by the Uniform Commercial Code as adopted in the State of Texas as effective and in force on the date of this Contract, when applicable.
16. Bids must be submitted on quantities and units of measure specified by the bid documents. In the event of errors in extended prices the unit price shall govern. Any suggested change in quantity on the part of the Respondent(s) to secure better price or delivery is welcomed and may be given consideration provided that the bidder also bids on the quantity specified.
17. Bids must specify the number of consecutive calendar days required to deliver the commodities under normal conditions. Failure to specify delivery time will be considered reason enough to cause the bid to be disregarded. Delivery time quoted will be given consideration in awarding a contract. If delivery is not made within a reasonable time of the specified delivery in the bid, the entire order or contract may be canceled, and the Contractor barred from bidding in future solicitations.
18. Bids cannot be altered after receiving time. No bid may be withdrawn after opening time without acceptable reason and with the approval of the Purchasing Agent.
19. **Bids must be submitted on this form and returned in a sealed envelope clearly marked with Respondent Name and Bid Number to ensure proper recognition upon its arrival. Bids will not be considered if submitted by telephone, fax or any other means of rapid dispatch, nor will a bid be considered if submitted to any other person or department other than specifically instructed. Bids not received prior to the expressed date and time listed in this bid will be rejected or returned unopened to the Respondent(s). Bids submitted to any other person or department other than the Brazos County Purchasing Department will not be accepted.**
20. It is the Respondent'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 Respondent(s) agrees to comply with HB 1295, Government Code 2252.908, if awarded a contract. Respondent(s) agrees to provide

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Brazos County the "Certificate of Interested Parties", Form 1295 as required, for renewals, amendments or extensions to the Contract.

Visit https://ethics.state.tx.us/whatsnew/elf_info_form1295.htm for more information.

21. 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. Any interpretation, corrections or changes to these specifications will be made by addenda. Sole issuing authority of addenda shall be vested in the Brazos County Purchasing Agent, authorized to do so by the Commissioner's Court. Addenda will be made available using the same distribution method used to post or make available the original solicitation. Bidders shall acknowledge receipt of all addenda or their proposal may be considered non-responsive.
22. It is our policy not to furnish bid results over the phone. Bid results and tabulation sheets will be posted on the Brazos Valley e-Marketplace (<https://brazosbid.ionwave.net>) after bid award by Commissioner's Court.
23. The bid specifies the number of consecutive calendar days required to reach substantial completion of the project under normal conditions. Failure to comply with completion time will be considered reason enough to enforce liquidated damages and/or cancel the contract. If the job cannot be completed within the terms of the contract as determined by Brazos County, Brazos County will suffer further loss. Contractor and Contractor's Surety shall be liable for and shall pay Owner stipulated and fixed sums, hereinafter agree to as liquidated damages, for each additional calendar day of delay past the thirty (30) days stated in the contract: Two Hundred Fifty Dollars (\$250.00). It is understood that said sum shall be considered liquidated damages and shall not be considered as a penalty against the Contractor.
24. Brazos County reserves the right to extend this Contract annually for a maximum of three (3) additional one (1) year periods with no changes in the terms or conditions of this Contract, if agreed upon by both parties.
25. The Contractor agrees to extend prices and terms to all entities that has entered or will enter into joint purchasing inter-local cooperation agreement(s) with Brazos County.
26. Three (3) references are to be provided by Respondent. Failure to submit references may result in disqualification of bid. Brazos County department references will not be accepted.
27. Contractor shall observe and comply with all federal, state and local laws, safety, and health regulations, ordinances, and all regulations which in any manner effect conduct of the work or services being performed.

28. Any subcontracting must be approved prior to commencement of the Contract by Brazos County.
29. Any variation from the specifications in this bid document must be indicated on the bid or on a separate attachment to the bid and labeled as such.
30. Any brand name, or manufacturer's reference used is considered to be descriptive – not restrictive – and is indicative of the type and quality the County desires to purchase. Bids on similar items of like quality will be considered only if it is noted in the bid documents and accompanied by fully descriptive product literature. All substitutions will contain the same active ingredients in the same percentages or quantity of the items listed in the bid. If notation of substitution is not made, it is assumed the Respondent(s) is bidding the item specified.
31. The County does not guarantee to purchase any minimum or maximum quantities. If any quantities are listed in the bid, they are estimated quantities used for calculating purposes only.
32. In the event the Contractor is unable to furnish any item within a reasonable time after order is placed due to strikes, war or any reason beyond the Contractor's control, the County reserves the right to purchase these items from any source, without causing this Contract to be canceled.
33. 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.
34. The Contractor should submit itemized invoices with clearly marked remittance copies to the following address:

Brazos County
ATTN: Auditors
P.O. Box 914
Bryan, TX 77806

Statements of accounts will not be sufficient to warrant payment. Unless other arrangements have been made; all invoices to be paid in full within 30 days after satisfactory delivery of commodities and or services and receipt of invoice at the listed

address. Checks will be made payable to the Contractor only, and shall not include sub-contractors, assignees, or any other party.

35. As a governmental subdivision, Brazos County is exempt from most types of taxes, including but not limited to sales tax, excise tax, and import duties. Such costs must not be included in bid prices. Tax Exemption Certificates can be obtained upon request from County.
36. Upon award of Contract for any commodity or materials purchased by Brazos County, the Contractor agrees to protect the County from any claim involving patent right infringement, copyright infringement, sales franchise disputes.
37. Unless otherwise specified, all items ordered from the Contractor must be new, unused, and in first class condition. Products usually packaged for commercial sale shall be furnished in proper container so as to facilitate storage and handling.
38. This bid shall be governed by the laws of the State of Texas and Potential Respondent(s) and the subsequent Contractor(s) 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.
39. Venue for any dispute, shall lie exclusively in Brazos County, Texas, notwithstanding anything to the contrary.
40. Respondent(s) understands that Brazos County is a governmental entity subject to Texas State and Federal public information statutes. The requirements of Subchapter J, Chapter 552, Government Code, may apply to this bid and/or subsequent 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.
41. 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.

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42. 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.
43. 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.
44. 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.

C. INSURANCE REQUIREMENTS

1. The Contractor shall instruct his insurance agent or carrier to furnish to the County a Certificate of Insurance attesting to the issuance of the following parts of this section. Please note that such Certificates of Insurance and any required bonds must be issued and then approved by Brazos County Risk Management. The Certificate of Insurance must be approved by Risk Management before any deliveries can be made.
2. The Contractor shall furnish and keep in full force the following insurance during the term of this Contract:
3. Statutory Workmen's Compensation and \$1,000,000 Employer's Liability Insurance with waiver of subrogation.
4. General Liability with limits for bodily injury and for property damages of not less than \$1,000,000 aggregate, \$500,000 each occurrence with Brazos County named as an additional insured and waiver of subrogation.
 - a. Commercial Automotive Liability with \$500,000 CSL for Bodily Injury and Property Damage Liability with Brazos County named as additional insured.
 - b. Cargo Insurance to sufficiently cover materials transported.
5. All of the aforementioned policies and Certificates of Insurance should be issued immediately after the Contractor receives notification of award.
6. The Contractor agrees to release and hold harmless Brazos County from any and all claims and liability due to the acts of the Contractor's employees and the operation of his equipment. The Contractor also agrees to hold harmless Brazos County from any and all expenses, including attorney fees, incurred by Brazos County in litigation or otherwise

resisting such claims or liabilities as a result of the Contractor's employees' activities. Further, the Contractor agrees to protect, indemnify and hold harmless Brazos County from and against all claims, demands and causes of action of every kind and character brought by any employees of the Contractor against Brazos County due to personal injuries and/or death to such employee resulting from any neglect act, by either commission or omission on the part of the Contractor or Brazos County.

D. REFERENCES

Respondent(s) shall provide a list of at least three (3) references, where work comparable in quality and scope to that specified has been performed within the past five (5) years. This list should include the names, phone number and email of the company/entity for which the prior work was performed to contact these references. A negative reference may be grounds for disqualification of bid. Respondent(s) are not allowed to use Brazos County as a reference.

Company/Entity: Roy Lee Walker

Contact: Troy Walker

Phone: 936-661-6169

Email: wwalker71@aol.com

Company/Entity: Grimes County, TX

Contact: Johnathon Steibler

Phone: 936-873-4437

Email: johnathon.steibler@grimescountytexas.gov

Company/Entity: Washington County, TX

Contact: Wesley Stolz

Phone: 979-277-6275

Email: wstolz@washingtoncountytexas.gov

E. SPECIFICATIONS FOR MOWING OF COUNTY RIGHT OF WAYS:

1. Contractor will be required to notify the Brazos County Road & Bridge Department in the event of unforeseen delay in service.
2. Any Contractor vehicles traveling on County roads will not exceed its legal gross weight.
3. Estimated Acreage and Miles – Brazos County estimates that approximately 45 acres of sites and 360 miles of County right of ways will require mowing during the periods of this contract.
4. Minimum Equipment Required: Vendors are required to have the following minimum amount of equipment when performing work for Brazos County. Failure to do so is grounds for removing bidder from consideration:
 - a. Tractor with fifteen (15) feet Batwing Rotary Mowers – four (4) each
 - b. Tractor five (5) or six (6) feet Mowers – one (1) each
5. Contractor shall furnish all labor, equipment, fuel, and supervision to mow or shred plant growth along county right of ways as required by the Brazos County Road & Bridge Department.
6. The Contractor shall not begin mowing until a minimum of four (4) mowers are in Brazos County. All rotary mowers must be 60hp and equipped with four (4) sections of safety chains or the manufacturer's safety device to prevent damage to property caused by flying debris propelled out from under the mower.
7. The Contractor shall provide all mowers with a slow-moving vehicle emblem affixed to rear of mowers.
8. All mowers shall be kept in good operating condition and shall be maintained to provide a clean sharp cut of vegetation at all times. Blades must be new or sharpened.
9. Fifteen (15) feet mowers are to be used on wide areas and slight sloped ditches.
10. Five (5) or six (6) feet mowers are to be used to trim and on other areas as directed by the Brazos County Road & Bridge Department
11. The cutting height shall be five (5) or seven (7) inches, or as directed.

12. County right of ways will be mowed in cycles. One (1) cycle equals mowing of entire county road right of ways. The County anticipates three (3) or more cycles per year depending on weather conditions.
13. All mowing from the beginning of the cycle to the end of the cycle, shall take place within thirty (30) calendar days. If the mowing cycle takes longer than thirty (30) days, the contractor will be responsible for the full compensation to the County for additional County supplied or hired mowers to finish the mowing cycle. This does not include rain days or other conditions that are approved by the Brazos County Road & Bridge Department. Additional costs that are accrued by the County due to not finishing the cycle within the thirty (30) day period will be subtracted from the contractor's invoice or the County will send an invoice to the Contractor.
14. The sequence of work shall be established by the Brazos County Road & Bridge Department. Map and road lists will be provided to establish roads to be mowed.
15. The Contractor shall provide documentation of the mowing date of each road they mowed in the cycle with their invoice.
16. Mowing will be from fence to fence. The Contractor shall mow as close as possible to all fixed objects exercising extreme care not to damage county, public, or private property. Contractor shall be responsible for damages.
17. Safety mowing will consist of mowing the total length of County roads six (6) to eight (8) feet off the roadway in wet soil/weather conditions. Safety mowing will be done only when coordinated with the County.
18. The Brazos County Road & Bridge Department will direct mowing locations, timeframe, and acreage.
19. The Contractor shall immediately remove and properly dispose of any debris thrown on the "roadway" by the mowing operation. Contractor is "not" responsible for disposing of debris in the right of way; however, they shall notify the Brazos County Road & Bridge Department of the debris.
20. The Contractor shall observe and comply with all federal, state, and local laws, safety and health regulations, including all warning and traffic control signs, ordinances, and all ordinances and all regulations which in any manner affect the conduct of the work. Contractor shall comply with all County, State, and Federal Codes, Laws, in force at the time of award of contract and applicable to such work. Contractor shall obtain, at their

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own expense, such permits, certificates, and licenses as may be required in the performance of the work specified.

21. All equipment operating on County right of ways shall be licensed in accordance with the laws of the State of Texas.
22. In order to insure the safety of the traveling public, the Contractor shall coordinate all work with the Brazos County Road & Bridge Department.
23. The Contractor shall provide adequate protection to persons, adjacent property, and utilities, and shall avoid interference with such persons, property, and facilities. Contractor shall furnish all barricades, warning lights, and other safety devices necessary for the safety and protection of the public and shall remove them upon completion of this contract. These safety and protection devices must be in accordance with the Texas Manual on Uniform Traffic Control Devices (TMUTCD).
24. Contractor agrees to accept full responsibility for any and all damages, including damage to County right of ways, public or private property (i.e. signs, fences, phone cables / pedestals, guardrails, etc.), as a result of their operations thereon; the Contractor further agrees to promptly repair such damage in accordance with the Brazos County Road & Bridge Department instructions. Brazos County will replace any and all traffic control devices damaged during mowing (i.e. stop signs, bridge markers). Brazos County shall deduct the current cost per traffic device from Contractor's invoice. County forces, at the Contractor's expense, will repair all damages not repaired by the Contractor. All expenses charged by the County for repair work shall be deducted from the Contractor's money due.
25. Contractor shall notify the County of any damages immediately.
26. When directed, all railing, posts, fence lines, retaining walls, signs, structures, and other protruding obstacles around which turf grass, rye grass, or weeds can grow must be cleared with a weed eater on the same day of mowing.
27. County will notify Contractor, approximately ten (10) to twelve (12) days prior to the start of a cycle.
28. Contractor shall notify Brazos County Road & Bridge Department at least twenty-four (24) hours prior to beginning any work cycle.

29. Contractor will confine all operations to daylight hours. Weekend or Holiday operations may be allowed but must be previously authorized by the Brazos County Road & Bridge Department.
30. Contractors are strongly urged to perform an actual drive-thru of County roads prior to bidding the job; this will familiarize the Contractor with right of way hazards and conditions (driveways, signs, culverts, bridges, etc.).
31. Contractor shall provide a company representative (foreman) to serve as a contact person for field operations; representative shall report to the Brazos County Road & Bridge Department. The representative will remain with the mowing crew at all times and shall be able to converse in English.
32. Prior to beginning operations, a conference between representatives of the County and the Contractor will be arranged by the County. In this meeting, the Contractor will outline the proposed mowing procedures and give his plans for performing the specifications, unusual conditions, methods for making non-mowing areas and other pertinent items regarding the work will also be discussed. The County shall determine all non-mowing areas.
33. Mowing will not be permitted when, in the opinion of the Brazos County Road & Bridge Department, soil and weather conditions are such that the right of way would be damaged. If damage is caused, any and all ruts will be back filled by the Contractor the same day.
34. Equipment shall not be left within thirty (30) feet of the travel lane during non-working hours.
35. Payment to the Contractor for services rendered will be made based upon the completion of a cycle (lump sum per cycle) and the submission of applicable invoices. By Texas statute, Brazos County will pay the vendor for services provided within thirty (30) days from the Auditors' receipt of the invoice.
36. There will be mowing that is required in fields and by dams within the Brazos County. It will be required that the awarded Contractor charge a per acre cost for these projects. The quantity listed is an estimated quantity and is not a guarantee. For maps of field locations, see Exhibit A.
37. Brazos County reserves the right to add and/or delete roads and streets. Prior to roads and streets being added, Brazos County will evaluate with the Contactor.

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38. Wildflowers: The Contractor shall conduct all mowing operations so as to avoid clearing or removing stands of wildflowers before the seeds have matured, unless otherwise directed by the County.
39. Brazos County reserves the right to inspect the work under contract at any time for final acceptance.
40. Brazos County does not assume responsibility for any materials, tools, and/or equipment stored on or about the premises. The Contractor upon completion of the work shall clear each area of all items.
41. Daily Cleanup: The Contractor shall confine to the site all materials and refuse generated by his operations. Materials and/or equipment, which are stored on-site, shall be stored in an orderly manner. Materials, which become scattered in adjacent areas, shall be collected and returned to the site or otherwise satisfactorily disposed.
42. Responsibility for Property: Contractor shall assume full responsibility for any loss of or damage to private and public property by employees or agents of the contractor and will reimburse the private or public entity in the event of any loss of or damage to said property. Brazos County shall not be responsible for loss or damage to contractor's property from any cause.
43. Assignment: Contractor shall not sell, assign, transfer, or convey these services, in whole or in part, without the prior written consent of Brazos County and as a condition of such consent, contractor shall remain liable for completion of the services in the event of default by the successor contractor or assignee.

F. SUBCONTRACTORS

1. Definitions

- a. A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a separate contractor or subcontractors of a separate contractor.
- b. A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

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2. Award of Subcontracts and Other Contracts for Portions of the Work

- a. Unless otherwise stated in the Contract Documents or the bidding requirements, the Contractor, within fourteen (14) days after award of the Contract, shall furnish in writing to the Owner through the Engineer the names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for each principal portion of the work. The Engineer will promptly reply to the Contractor in writing stating whether or not the Owner or the Engineer, after due investigation, has reasonable objection to any such proposed person or entity. Failure of the Owner or Engineer to reply promptly shall constitute notice of no reasonable objection.
- b. The Contractor shall not contract with a proposed person or entity to which the Owner or Engineer has made reasonable and timely objection. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.
- c. If the Owner or Engineer has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Engineer has no reasonable objection. The Contract Sum shall be increased or decreased by the difference in cost occasioned by such change and an appropriate Change Order shall be issued. However, no increase in the Contract Sum shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.
- d. The Contractor shall not change a Subcontractor, person or entity previously selected, if the Owner or Engineer makes reasonable objection to such change. Acceptance of the substitute Subcontractor after previous acceptance of a Subcontractor for any portion of the work shall not constitute reason for an increase in the Contract amount.

3. Sub Contractual Relations

- a. By appropriate written agreement, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities which the Contractor, by these Documents, assumes toward the Owner and Engineer. Each subcontractor agreement shall preserve and protect the rights of the Owner and Engineer under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors.

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- b. Contractor is fully responsible for acts and omissions of Subcontractors, and persons either, directly or indirectly, employed by them or under their control, as Contractor is for their own employees.
- c. Nothing in Contract Documents creates any contractual relationship between any Subcontractor or Sub-subcontractor, or other levels of contractors and subcontractors, and Owner
- d. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement which may be at variance with the Contract Documents. Subcontractors shall similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

G. CONTRACTOR INFORMATION

Bidders are required to complete the following information. This information may be utilized to determine the award for this contract.

1. List the type, age, and number of pieces of operable equipment to be used for this contract.

2022 John Deere 5115M Tractor, 2020 Schulte FX 1800 Batwing

2017 John Deere 5100E Tractor, 2020 Schulte FX 1800 Batwing

2013 John Deere 5093E Tractor, 2021 Bush Hog 2815 Batwing

2013 New Holland TS6.110 Tractor, 2019 Bush Hog 2815 Batwing

2. Number of years in business: 15

3. Will your company subcontract mowing on this contract?

Yes: X No:

If yes, list all potential subcontractors:

Roy Lee Walker, Cedar Hill Services

4. Contact information for the Representative or Foreman that will be the primary contact for Road and Bridge and be on each job for the contract:

Name: Wayne Pool

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Office Phone #: _____

Cell Phone #: 936-661-1517

Email: waynepooljr@yahoo.com

5. Emergency Contact information in case of emergencies (must be a 24-hour contact):

Name: Wayne Pool

Cell Phone #: 936-661-1517

H. QUOTATIONS

The following is an estimate of our anticipated purchases and will be used ONLY for tabulation purposes. The specified estimates are not guaranteed minimums. Fill in the blanks with the unit price that is **firm** for the contract period.

Quotations are to be submitted using per mile per application basis.

1. Brazos County fence to fence mowing of total length of County roads:

Est. No. of Miles	Unit of Measure	Unit Cost
360	Mile	\$148.00 / Mile

2. Safety mowing of total length of County road six (6) to eight (8) feet off the roadway in wet soil/weather conditions.

Est. No. of Miles	Unit of Measure	Unit Cost
360	Mile	\$120.00 / Mile

3. Line trimming of total length of County roads adjacent to all railing, posts, fence lines, retaining walls, structures, and other protruding obstacles around which turf grass, rye grass, or weeds can grow. Portions of County roads may be weedeated only when directed by the Brazos County Road & Bridge Department.

Est. No. of Miles	Unit of Measure	Unit Cost
360	Mile	\$45.00 / Mile

4. Acreage in fields or by dams on an as needed basis.

Est. No. of Acres	Unit of Measure	Unit Cost
45	Acres	\$95.00 / Acre

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I. CERTIFICATION OF BID

By signing the certification below, the Respondent verifies that all plans and specifications have been reviewed and are considered in the pricing attached. Prior to award, the Respondent also completes the Verification of No Delinquent Taxes or Fees form (V.T.C.A. LOCAL GOVERNMENT CODE §262.0276), Legislative Certification Form, and the Disclosure of Interested Parties (1295). These are available on the Brazos County Purchasing website. The undersigned affirms that they are duly authorized execute this contract, that this quote has not been prepared in collusion with any other vendor, and that the contents of this quote have not been communicated to any other vendor prior to the official opening of this quote.

Signed By: Wayne M. Pool Jr

Typed Name: Wayne M. Pool, Jr. Title: Owner

Company Name: Wayne Pool, LLC

Phone: 936-661-1517

Mailing Address: 63 Cotton Rd
Huntsville, TX 77340

Email Address: waynepooljr@yahoo.com

Vendor Tax Identification Number: 82-3239559

END OF BID REQUEST NO. 25-090 MOWING OF COUNTY RIGHTS OF WAY

By signing below, Brazos County agrees that this bid, 25-090 will be awarded as dictated on the associated bid tabulation sheet, to the Respondent whose name appears above and both parties agree to terms and conditions contained herein.

By: Duane Peters

Brazos County Commissioner's Court: Duane Peters

Date: May 13, 2025

Attest: Karen McQueen
KAREN MCQUEEN, COUNTY CLERK

Brazos
County
Clerk:

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

- ☒ **References (Section D)**
- ☒ **All Addendums (if applicable)**
- ☒ **Certification of Bid (Section I)**

25-090 Mowing of County Rights of Way
April 1, 2025 - March 31, 2027

	Wayne Pool, LLC	Yellowstone Landscape
FENCE TO FENCE MOWING PRICE PER MILE	\$148.00	\$290.00
SAFETY MOWING PRICE PER MILE	\$120.00	\$225.00
LINE TRIMMING PRICE PER MILE	\$45.00	\$100.00
FIELDS OR BY DAMS PRICE PER ACRE	\$95.00	\$150.00
Total	\$408.00	\$765.00
Potential Subcontractors	Roy Lee Walker, Cedar Hill Services	None

Recommended Award: Wayne Pool, LLC

Approved by Commissioner's Court on this 13 day of May, 2025 by
Wanda Watson holding the position of County Judge
One Term



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval of Contract #25-129 for the Statewide Automated Victim Notification Service with SylogistGov, Inc.

TO: Commissioners Court

FROM: Beth Martinez

DATE: 05/08/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: This contract is being requested by the Sheriff's Office. The County Attorney, District Attorney and other's responsible for offender tracking and victim notification benefit directly from the Statewide Automated Victim Notification Service (SAVNS) program. This contract ensures access to automated notifications for crime victims regarding offender custody status and court events. It also maintains system updates, technical support, and training to local law enforcement and victim services personnel, enabling compliance with victims' rights under Texas law. A delay in approval could cause a disruption of victim notification services, impacting crime victims' ability to receive timely and legally mandated updates on offender status and court proceedings across Texas. The contract is fully funded through grant funding provided by the Office of the Attorney General.

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Attorney General Letter.pdf	Office of the Attorney General Letter	Backup Material
SylogistGov_Inc_Agreement.pdf	Brazos County Contract with SylogistGov, Inc	Backup Material
OAG_and_SylogistGov_Inc_Contract_Part_I.pdf	OAG Contract with SylogistGov, Inc Part I	Backup Material
OAG_and_SylogistGov_Inc_Contract_Part_II.pdf	OAG Contract with SylogistGov, Inc Part II	Backup Material



KEN PAXTON
ATTORNEY GENERAL OF TEXAS

April 16, 2025

To: OAG SAVNS Grantees

Re: Service Agreement Between OAG SAVNS Grantees and SylogistGov, Inc.

Dear SAVNS Grantee:

The Office of the Attorney General (OAG) recently issued a new contract to SylogistGov, Inc. to provide victim notification software for Texas' Statewide Automated Victim Notification Service (SAVNS) program. This replaces the previous software used by your county, Texas VINE, operated by Appriss Insights, LLC. The transition to the new vendor will be completed by August 31, 2025.

As we begin this important transition, the OAG asks for your partnership on several key steps ahead. A critical next action is executing the **enclosed Service Agreement** between your entity and SylogistGov, Inc. The agreement mirrors the Service Agreement language signed in previous years by your entity with Appriss Insights, LLC.

Due to the compressed timeline referenced above, we respectfully request expedited review and execution of the Service Agreement by May 16, 2025. Delays beyond this date may affect Sylogist's ability to fully transition victim notification services for your county by the deadline of August 31, 2025—potentially causing service disruptions that we must avoid. It is the top priority of the OAG to ensure a smooth transition and the continuity of victim notifications service operations for your county. We are here to assist in this process in any way that we can.

SylogistGov, Inc. will contact your county directly begin onboarding with your SAVNS program staff, IT points of contact, and your jail management and court management system vendors. The OAG Grants Administration Division has also shared several critical communications in recent weeks outlining these next steps that we encourage you to review.

For any questions regarding the enclosed Service Agreement or the transition generally, please reach out to:

- Julie Wise, Sylogist – Julie.Wise@sylogist.com
- Jimmy Bailey, OAG Crime Victim Services Division – Jimmy.Bailey@oag.texas.gov

Thank you for your continued partnership and commitment to ensuring uninterrupted notification services for crime victims across Texas.

Respectfully,

A handwritten signature in black ink, appearing to read "Alisha Jackson", is positioned above the printed name.

Alisha Jackson
Grants Administration Division Chief

**PARTICIPATING ENTITIES SERVICES AGREEMENT FOR THE
STATEWIDE AUTOMATED VICTIM NOTIFICATION SERVICE (SAVNS)**

CONTRACT NUMBER: 52025-SYZ-Brazos County

The Office of the Attorney General (OAG) is the Texas State agency tasked with providing a Statewide Automated Victim Notification Service (SAVNS) to a variety of political subdivisions of the State of Texas, including counties, county Sheriffs, Community Supervision Departments, courts, clerks, district attorneys, county attorneys, and others that are participating in the SAVNS ("Participating Entities"). The OAG conducted a competitive solicitation and contracted with SylogistGov, Inc. as the statewide vendor to provide SAVNS to each of the Participating Entities.

This Agreement is entered into by and between the Brazos County ("Named Entity"), and SylogistGov, Inc. ("Contractor"), (collectively, "the Parties").

1. Purpose of the Agreement.

This Participating Entities Services Agreement ("Agreement") is issued in order for Contractor to provide all of the SAVNS services to ("Named Entity") as described in the Contract Documents referenced in Section 5 of this Agreement which are fully incorporated herein by reference.

2. Contract Term.

This Agreement shall be effective upon execution and the subscription term for the SAVNS solution shall begin on May 1, 2025 when modification and access to the Integrated Victim Services System (IVSS) is initiated. The agreement shall end on August 31, 2026. The Agreement may be renewed for two (2) optional, two (2) year renewal terms, only to the extent the OAG Contract No. C-02213 for SAVNS remains in effect and is renewed. Any such renewals shall be subject to the requirements of this Agreement and all of the Contract Documents referenced in Section 5 of this Agreement. For clarity, all of the terms regarding Termination shall apply to this Agreement as set out in the OAG Contract No. C-02213 for SAVNS referenced in Section 5 of this Agreement and incorporated herein, and the Named Entity/Participating Entity has all of the same requirements, rights, and remedies as the OAG as set out in the Termination sections of that Contract.

3. Compensation and Invoicing.

The Parties stipulate and agree that the total amount to be paid to Contractor in consideration of full and satisfactory performance of all Contractor's duties, services, and obligations as set forth in this Agreement shall be billed on a recurring bi-annual basis, in accordance with Form B – SAVNS Pricing, and not to exceed the bi-annual fee per calendar year, in accordance with the Contract Documents referenced in Section 5 of this Agreement which are incorporated herein.

The SAVNS services shall be performed for the bi-annual fee, which will be billed and invoiced in accordance with Form B – SAVNS Pricing and pursuant to the terms of this Agreement. Invoices will contain all pertinent information such as this Agreement's contract number, the dates of services rendered, and outages or performance issues, if any, all in accordance with the Contract Documents referenced in Section 5 of this Agreement.

4. Appropriated Funds.

Payments are subject to the availability of appropriated funds. Whereas OAG provides grant funds to the Participating Entities as a reimbursement of the bi-annual fees due hereunder, Contractor acknowledges and agrees that payments for Participating Entity Services provided are contingent upon OAG's receipt of funds appropriated by the Texas Legislature.

**PARTICIPATING ENTITIES SERVICES AGREEMENT FOR THE
STATEWIDE AUTOMATED VICTIM NOTIFICATION SERVICE (SAVNS)**

CONTRACT NUMBER: 52025-SYZ-Brazos County

5. Contract Documents and Order of Precedence.

This Agreement consists of the following documents in order of precedence:

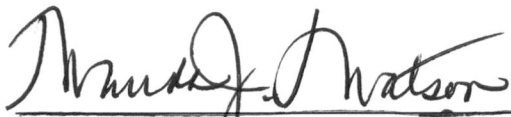
- a. This Agreement;
- b. OAG Contract C-02213 for SAVNS;
- c. SAVNS RFP dated February 14, 2025; and
- d. Contractor's response to SAVNS RFP dated March, 7 2025.

Each of the above-referenced documents, together with all of their attachments and supporting documents, are hereby incorporated into this Agreement by reference.

6. Entire Agreement.

The Parties acknowledge that this Agreement constitutes the entire understanding between them with respect to the SAVNS. No other agreements or understandings, whether written or oral, that are not contained in this Agreement and its supporting Contract Documents shall be binding or valid.

Brazos County



Name & Title

DUANE PETERS
COUNTY JUDGE

County
Judge
Pro
Tem

Date

5/13/25

SylogistGov, Inc.



Nathan Branscome
Senior Director VSS

April 16, 2025

Date

OAG CONTRACT NUMBER: C-02213

This contract, number C-02213 ("Contract"), is entered into by and between the Office of the Attorney General ("OAG"), an agency of the State of Texas, and SylogistGov, Inc. ("Contractor"), (collectively, "the Parties").

1. Purpose of the Contract.

Office of the Attorney General agrees to purchase, and Contractor agrees to provide, services to OAG as described in the associated documents. This Contract is issued for the development, implementation, and execution of a Statewide Automated Victim Notification Service (SAVNS) solution.

2. Total Amount and Limitation of Liability.

The total amount of the Contract, and maximum liability of the State of Texas under this Contract, is \$10,591,290.00, and the payment method(s) shall be as specified in the associated documents.

In no event and under no circumstance will Contractor's cumulative aggregate liability to OAG (including liability to any person whose claim is based on or derived from a right or rights claimed by OAG and Participating Entities, as defined elsewhere in the Contract Documents), with respect to any and all claims at any and all times arising from or related to the subject matter of this Contract, in contract, tort (including negligence), or otherwise, exceed the total value of this Contract.

3. Funding Obligation.

This Contract is contingent upon continued availability of funding. If funds become unavailable through lack of appropriations, budget cuts, transfer of funds, amendment to the Appropriations Act, or any other disruptions of current or future appropriated funding for this Contract, then OAG may restrict, reduce, or terminate funding under this Contract. In the event of a termination or cancellation under this Section, OAG will not be liable to Contractor for any damages that are caused or associated with such termination, or cancellation, and OAG will not be required to give prior notice.

4. Payee.

The Parties agree that the following payee is entitled to receive payment for services rendered by Contractor or goods received under this Contract:

Name: SylogistGov, Inc.

Address: 10354 W Chatfield Ave, Ste. 200, Littleton, CO 80127

Vendor Identification Number: 32063985041

5. Term of the Contract.

This Contract begins upon signature by all Parties and ends on August 31, 2026.

Optional renewal terms:

1st Optional Renewal: September 1, 2026 – August 31, 2028

2nd Optional Renewal: September 1, 2028 – August 31, 2030

OAG has the option, in its sole discretion, to renew the Contract as provided in the associated Attachments. OAG is not responsible for payment under this Contract before both Parties have signed the Contract.

6. Authority.

OAG enters this Contract under authority and in accordance with the State Purchasing and General Services Act (Title 10, Subtitle D, Chapters 2151 through 2176, Texas Government Code).

7. Contract Documents and Order of Precedence.

This Contract consists of multiple documents, including, this document ("Core Contract"); Request for Proposal 302-25-02213 (RFP) solicitation documents; Contractor's Response to RFP 302-25-02213; and any attachments, forms, exhibits, and addenda to the foregoing (collectively the "Contract Documents"). No prior agreement or understanding, oral or otherwise, of the Parties or their agents will be valid or enforceable unless embodied in the Contract Documents. In the event of a conflict between the provisions of the Contract Documents, the documents are given the following order of precedence:

- a. OAG Contract No. C-02213;
- b. SAVNS RFP 302-25-02213 dated February 14, 2025; including its exhibits, attachments, forms, service agreement, any Addenda and the OAG Response to Assumptions and Exceptions from SylogistGov, Inc.; and
- c. Contractor's response to RFP 302-25-02213, dated March 7, 2025, including Revised Pricing Form B, received March 20, 2025.

Any changes made to the Contract, whether by edit or attachment, do not form part of the Contract unless expressly agreed to in writing by OAG and Contractor and incorporated herein.

8. Entire Agreement.

The Parties acknowledge that this Contract is the entire agreement of the Parties and that there are no agreements or understandings, written or oral, between them with respect to the subject matter of this Contract, other than as set forth in this Contract.

Office of the Attorney General

DocuSigned by:

D98CA8B079F6470...
Lesley French
First Assistant Attorney General, or designee

3/26/2025 | 5:14 PM CDT

Date

SylogistGov, Inc.

DocuSigned by:

EAC06269EA2041D...
Grant McLarnon
Chief Revenue Officer

3/26/2025 | 10:20 AM PDT

Date

Request for Proposal

***STATEWIDE AUTOMATED VICTIM
NOTIFICATION SERVICES (SAVNS)***

Requisition Number: requisition number

CLASS: 952 ITEM: 61

Posting Date: February 14, 2025



Office of the Attorney General
State of Texas

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1 INTRODUCTION

The Texas Office of the Attorney General (OAG) is committed to upholding the highest standards of public service by ensuring that its operations are efficient, effective, and responsive to the needs of the people of Texas. The OAG is issuing this Request for Proposal (RFP) to solicit services of a single or multiple Contractor(s) for the development, implementation, and execution of a Statewide Automated Victim Notification Service (SAVNS) while providing the best value to the State of Texas. The OAG is seeking a solution that aligns with its mission to provide notifications of a Defendant's custody status and any changes in scheduled court events, from Participating Entities to Registered Individuals.

This solicitation is a critical step in our ongoing efforts to enhance the capabilities of our office, address emerging challenges, and ensure that we continue to serve the public with integrity and excellence. Through this RFP, the OAG seeks to partner with Contractor(s) who share our commitment to quality and who can contribute to the success of our initiatives.

1.1 Authority

This procurement will be conducted in accordance with the [State Purchasing and General Services Act \(Title 10, Subtitle D, Chapters 2151 through 2176, Texas Government Code\)](#) and the rules of the Comptroller of Public Accounts Statewide Procurement Division (SPD) including, but not limited to, the procedures prescribed by the SPD.

2 OVERVIEW

2.1 Background

The right to be notified of court proceedings is one of the most fundamental rights afforded to crime victims in Article 1, Section 30 of the Texas Constitution and Article 56A.051 of the Texas Code of Criminal Procedure. The Texas Legislature appropriates funds to the OAG to assist county and state entities in establishing, maintaining, and operating an information and notification service for the victims of crime in Texas.

This RFP is for a contracted, SAVNS software as a service (SAAS) for a Statewide Automated Victim Notification System (SAVNS) Solution that shall support Texas state agencies and counties with notifications of a Defendant's and Offender's custody status and any changes in scheduled court events to Registered Individuals.

2.2 Current Environment

The OAG currently provides automated victim notification services (via contract) for approximately 150 Participating Entities, including County Jails, County Courts, and the El Paso Community Supervision and Corrections Department (CSCD). See Form B Pricing for a list of Participating Entities.

A potential vulnerability of SAVNS is the possible release of inappropriate information to victims and registered entities. Examples could include sealed case data, juvenile case data, civil case information, and expunged cases. Over twenty software solutions are used by counties in Texas to manage courts, jails, and records. The selected Contractor for SAVNS shall address this potential vulnerability, demonstrate mitigation strategies/options, and create functional and programming options to prevent counties from transmitting inappropriate information from their own software solution into the SAVNS database.

2.3 Historical Information

Approximate Number of Defendants to be Tracked (during a year)	Over 500,000
Approximate Number of Court cases to be Tracked (during a year)	Over 2,000,000
Approximate Number of Calls to toll-free line per month Note: This includes only calls to the Contractor's Call Center. The call can be either automated or contractor-agent-assisted, depending on the needs(s) of the caller.	Over 25,000
Average Length of Call	Less than 3 minutes
Expected Performance Service Level	98% of calls answered within 90 sec
Average number of Calls to toll-free line per month that were Contractor agent-assisted	10,000
Average number of Calls to toll-free line per month to conduct a Site Search	25,000
Approximate Number of New Registrations per year	250,000
Approximate Number of Confirmed notification calls	100,000
Approximate Number of e-mail notifications	175,000
Approximate Number of text message notifications	400,000
Statewide Coverage – Population	95%
Statewide coverage – Reported Violent Crime	98%
Approximate Number of Website searches.	Between 300,000 and 400,000 per month.

2.4 Scope of Work

The Contractor shall provide a cost-effective and efficient, user-centric SAVNS Solution that allows victims and criminal justice professionals in Texas counties to have access to Defendant information, as outlined in Exhibit B, Data Elements. The SAVNS Solution should integrate information from county and state jail management systems (JMS), county and district court management systems (CMS), and other records management systems (RMS) from judicial and corrections entities in Texas.

The SAVNS Solution must be a reliable, scalable, and flexible platform that can provide near-real-time data and notifications. In addition, the Solution must provide OAG management and counties with access to the database, enabling them to view near-real-time dashboards and create ad hoc reports. It must include a toll-free statewide number and a website with easy entry points for victims to receive standard information and notifications on Defendant status and court events.

General services performed by the Contractor's SAVNS Solution include but are not limited to:

- Development, implementation, operation, maintenance, and monitoring of a statewide victim notification system.
- Programmed controls to ensure that information available to registered users (victims and Interested Parties) does not contain information prohibited from public disclosure.
- Implementation of a toll-free statewide number and website for registering for notifications.
- Development and implementation of a Call Center that is available 24 hours a day, seven days a week.

- Data Interfaces with county and state level JMS, CMS, and RMS systems that ensure Defendant Status Changes are reflected and also updated in SAVNS to prevent public access where prohibited by law, including removal of cases that are no longer subject to public disclosure.
- Oversight of final implementation and sustained notification system maintenance and monitoring.

The OAG will not host the SAVNS system on its servers or house and staff a Call Center. The Contractor shall be required to host the SAVNS system either on its own servers or on a secure “cloud” network that meets Criminal Justice Information System (CJIS) requirements. All services performed by the Contractor must be performed within the contiguous United States.

The OAG and Contractor shall establish a business model with two major components:

1. OAG SAVNS Contract consisting of documents referenced in [Section 12 Contract Documents](#) of this RFP and
2. SAVNS Participating Entities Services Agreement. Each Participating Entity shall enter a services agreement with the OAG SAVNS Contractor. A draft copy of the Participating Entities Services Agreement is attached to this RFP; see Exhibit A: Participating Entities Services Agreement.

3 DEFINITIONS

When capitalized, the following terms used in this RFP have the meaning set forth below. All other terms have the meaning set forth in the Merriam-Webster’s Collegiate Dictionary, Eleventh edition.

Table 1: Terms and Definitions

Term	Definition
Addendum	A modification of the RFP issued by the OAG and posted on the ESBD.
BAFO	Best and Final Offer
BC/DR	Business Continuity/Disaster Recovery
Booking	After the Defendant is placed into custody, the arrest record is made by obtaining all necessary information from the Defendant. This process is called “booking” the Defendant.
Booking Record	A record of an arrest.
Business Day	The days (Monday through Friday) on which the OAG is open for business. The OAG is closed for business on the scheduled holidays indicated below. If a scheduled holiday falls on a weekend, the holiday is generally not observed. The OAG Contract Manager or designee will communicate any variation from the standard holiday schedule as it becomes known.
	Holiday
	When Observed
	New Year’s Day
	January 1
	Martin Luther King, Jr. Day
	Third (3 rd) Monday in January
	Presidents’ Day
	Third (3 rd) Monday in February
	Memorial Day
Business Hours	Last Monday in May
	Independence Day
	July 4
	Labor Day
	First (1 st) Monday in September
	Veterans’ Day
	November 11
Call Center	Thanksgiving holidays
	Fourth (4 th) Thursday & Friday in November
	Christmas holidays
	December 24, 25 and 26
Business Hours	On Business Days, 7:00 a.m. to 6:00 p.m. Local Time
Call Center	Central location. which utilizes a single toll-free telephone number, for the Integrated Voice Response (IVR) system and live operators or personnel.

Term	Definition
Contract	Any contract resulting from this RFP, consisting of the Contract document(s) as described in Section 12 Contract Documents .
Contractor	The vendor(s) awarded the Contract(s) resulting from this RFP.
Contractor Agent(s)	Contractor's officials, employees, agents, consultants, Subcontractors, and representatives, and all other persons that perform Contract services on Contractor's behalf
Controlled Correspondence	Numbered and tracked correspondence regarding Contract-related issues
Conversion	The conversion from a previous notification system to the SAVNS.
CTCM	Certified Texas Contract Manager
CTCD	Certified Texas Contract Developer
Data Interface	The automated data link between Participating Entity data systems and the Contractor-provided Call Center system.
Defendant	A person who has been charged with a criminal offense against a person under Texas law.
Defendant Status Change	Any notification or change in a Defendant's custody or court status.
Deliverable	An artifact or collection of artifacts and/or documents the Contractor is required to produce.
EIR	Electronic Information Resources
ESBD	Electronic State Business Daily which is available online at https://www.txsmartbuy.gov/esbd
FEIN	Federal Employer Identification Number
HSP	HUB Subcontracting Plan
HUB	Historically Underutilized Business
Information Inquiry	An automated service that allows crime victims and Interested Parties to call a toll-free number twenty-four (24) hours a day, seven (7) days a week, 356 days a year to obtain information on a Defendant's custody or court status.
Interactive Voice Response System	An automated telephone system designed to respond to voice instructions or commands.
Interested Party	Any party that wishes to be notified of a change in a Defendant's custody and/or court status.
Key Staff	Any Contractor's staff in a management or decision-making position regarding the Contract. Key Staff includes the Implementation Project Manager, Contract/Engagement Manager, and Project/Operational Manager.
Local Time	Central Standard Time (CST) or Central Daylight Time (CDT), as is then prevailing, in Austin, Texas
NIGP	National Institute of Governmental Purchasing
OAG	Office of the Attorney General
OAG Protected Data and SAVNS Data	OAG Protected Data and SAVNS Data shall mean all documents, reports, data, records, forms, and other materials maintained by or otherwise obtained from the OAG, the Participating Entities, or any individual registered to receive notifications from the SAVNS system, which includes personally identifiable information, federal tax information, personal health information, criminal justice information, or any information that is classified as confidential or sensitive by federal or state law, by OAG policy, or is defined as "Personal Identifying Information" under Texas Business and Commerce Code §521.002(a)(1) or "Sensitive Personal Information" as defined by Texas

Term	Definition
	Business and Commerce Code §521.002(a)(2) or any other data or information which: (i) has been marked as confidential by any party; (ii) whose confidential nature has been made known by the OAG, the Participating Entities, or any individual registered to receive notifications under the SAVNS system; or (iii) that due to their character and nature, a reasonable person under like circumstances would treat as confidential.
Offender	A person who commits an illegal act.
Participating Entity	A state agency or Political Subdivision of the State of Texas, including counties, county Sheriffs, Community Supervision Departments, courts, clerks, district attorneys, county attorneys, and others that are participating in the SAVNS.
PAR	Progress Assessment Report – a monthly report that is due with each invoice for the entire life of the contract. The report must be submitted to the OAG HUB coordinator as a condition for payment.
Participating Entities Services Agreement	The model contract attached hereto as Exhibit A that shall be used between the Contractor and the Participating Entities.
Political Subdivisions	Refers to state agencies, counties and any other state or local governmental authority within the state of Texas.
Point of Contact	An individual who serves as a coordinator or focal point for information.
Registered Individual(s)	Individual(s) who have registered with the SAVNS and are to be notified of a Defendant's custody or court status.
Registration	When a victim or other Interested Party provides contact information via the internet or through a Call Center to be notified when a Defendant's custody status or court date changes.
Respondent	Any individual, partnership, or corporation submitting a Response. Unless the Contract clearly indicates otherwise, all terms and conditions of this Contract that refer to Respondent apply with equal force to Contractor.
Response	A Respondent's submission to this RFP
RFP	Request for Proposal – A formal document issued by the OAG to the market or vendor community requesting information or proposal for goods or services (this document)
SAVNS	Statewide Automated Victim Notification Service (SAVNS) - A system that establishes and maintains a statewide automated victim notification service for all entities that elect to participate in the Texas program
SAVNS Data	SAVNS Data shall mean all documents, reports, data, records, forms, and other materials maintained by or otherwise obtained from the OAG, the Participating Entities, or any individual registered to receive notifications from the SAVNS system, without regard to whether such data includes the type of information included in the definition of OAG Protected Data and SAVNS Data.
SAVNS Program Manager	A staff member of the OAG's Grants Administration Division assigned to the day-to-day operations of the SAVNS grant program.
Security Incident	An event that results in accidental or deliberate unauthorized access, loss, disclosure, modification, disruption, or destruction of information or information resources.
Solution	The Contractor's entire Offer including all applications, systems, databases, and website needed to perform the required services.
Subcontractor	An entity that contracts with a prime contractor to work or contribute toward completing work under a purchase order or other contract. The term does not

Term	Definition
	include employees of the contractor but includes contracted workers who will work on the contract.

4 PROCUREMENT INFORMATION

4.1 Point of Contact Information

Direct all communication to the Point of Contact (or designee) as shown below. ***ANY COMMUNICATION MADE OUTSIDE OF THE POINT OF CONTACT MAY RESULT IN CONTRACTOR DISQUALIFICATION.***

Roxanne D. Koltermann, CTCD, CTCM
 Procurement and Contract Operations Division
 Office of the Attorney General
 P.O. Box 12548 M/C 028
 Austin, TX 78711-2548
 (512) 475-4489
 roxanne.koltermann@oag.texas.gov

Respondents must not contact other OAG personnel concerning this RFP except as permitted by the Point of Contact. The only exception to this requirement is that Respondents may contact the OAG HUB Coordinator directly with questions regarding the proper submission of the HUB Subcontracting Plan (see Section 5.4, HUB Subcontracting Probability Statement). Failure to comply with this requirement may result in disqualification.

All official communication concerning this procurement will be posted as an Addendum on the ESBD. The OAG is not responsible for personally communicating with each potential Respondent for this procurement. Each potential Respondent is solely responsible for checking the ESBD for official OAG communication concerning this procurement.

4.2 Schedule of Events

The OAG reserves the right to change the dates shown below.

Table 2: Schedule of Events

Event	Date/Time
Deadline for Submission of Questions	February 21, 2025, 4 p.m. Local Time
Questions and Answers Document Posted	February 28, 2025
Deadline for Submission of Responses	March 7, 2025, 4 p.m. Local Time
Expected OAG Evaluation of Responses	March 14, 2025
Expected Time Period for Discussions (if applicable)	March 14-28, 2025
Expected Contract Award Date	April 1, 2025

4.3 Questions

Submit all questions regarding this solicitation via the following link:
<https://texasoag.bonfirehub.com/opportunities/173499>.

The deadline for submitting questions is the date and time listed in Section 4.2, Schedule of Events.

Questions submitted will be answered at the sole discretion of the OAG in an Addendum posted on the Electronic State Business Daily (ESBD). Answers will be considered official only if they are posted in an Addendum. Using Table 3, all questions should, to the degree possible, cite the specific RFP section, paragraph, and sentence number(s) to which the question refers.

Information in any form other than the materials constituting this RFP and any Addendum will not be binding on the OAG.

Table 3: Questions and Answers Format

Section#	Paragraph#	Sentence	Question

4.4 Addendum

Should an addition or correction become necessary after an RFP is issued, an Addendum relating to the necessary information will be posted on the ESBD. Respondents are responsible for periodically checking the ESBD for addenda or additional information. *Respondents must acknowledge the Addendum by returning the signature page of the Addendum with the Response.*

4.5 Attachments, Exhibits, and Forms

This RFP includes the following attachments, exhibits, and forms.

Table 4: Attachments

#	Attachments
1	Attachment A- Terms and Conditions
2	Attachment B- Certificate of Destruction for Contractors and Vendors
3	Attachment C- Security Incident Report for Contractors and Vendors

Table 5: Exhibits

#	Exhibits
1	Exhibit A- Participating Entities Services Agreement
2	Exhibit B- Data Elements

Table 6: Forms

#	Forms
A	Respondent's Execution of Proposal and Assurances (with Certification)
B	Pricing
C	Past Performance References
D	Canceled Contract References
E	Respondent Release of Liability (to Reference)
F	Certification Regarding Lobbying
G	Data Security Plan Outline
H	Respondent Information Form
I	Preference to Texas and United States Products and Texas Services
J	Business Continuity/Disaster Recovery Questionnaire
K	Key Staff Past Performance References

5 RESPONSE INSTRUCTIONS

5.1 Response Information

5.1.1 Response Irrevocability

Responses submitted in response to this RFP are irrevocable for 120 calendar days following the Response Due Date (see RFP [Section 4.2, Schedule of Events](#)). This period may be extended at the OAG Procurement and Contract Operations Division Director's request only by a Respondent's written agreement.

5.1.2 **Costs Incurred**

Respondents understand that issuance of this RFP in no way constitutes a commitment by the OAG to award a Contract or to pay any costs incurred by a Respondent in the preparation or submission of a Response to this RFP. The OAG is not liable for any costs incurred by a Respondent prior to the issuance of or entering into a formal agreement, Contract, or PO. Costs of developing Responses, preparing for or participating in oral presentations and site visits, or any other similar expenses incurred by a Respondent are entirely the responsibility of the Respondent and shall not be reimbursed in any manner by the State of Texas.

5.1.3 **OAG Rights**

All submitted Responses become the property of the OAG. The OAG reserves the right to use any and all ideas presented in any Response to the RFP. Selection or rejection of any Response does not affect this right.

The rights of the OAG include, but are not limited to:

1. Cancelling the RFP at its sole discretion
2. Suspending the procurement process and issuance of RFP addenda
3. Rejecting, in whole or in part, any and all Responses received in response to this RFP
4. Waiving administrative deficiencies and/or minor technicalities in Responses received
5. Utilizing any and all ideas submitted in the Responses received
6. Directing any Respondent to submit Response modifications addressing subsequent RFP addenda
7. Eliminating any requirements that are not met by all Respondents upon notice to all parties submitting Responses
8. Making typographical corrections to Responses, with the written concurrence of the Respondent
9. Changing computational errors with the written concurrence of the Respondent
10. Requesting Respondents to clarify their Responses and/or submit additional information pertaining to their Response
11. Making an award without:
 - a) Requesting clarification of Responses
 - b) Allowing modifications of the Responses
 - c) Discussing and/or negotiating the Responses
 - d) Requesting a BAFO

5.1.4 **Ethics of the Competitive Process**

To ensure the integrity of the competitive process, a Respondent may not directly or indirectly communicate any of the contents of its Response to:

- a competitor of the Respondent
- any other company, corporation, firm, partnership, individual, or related entities of the same parent company engaged in the same line of business as the Respondent
- a related entity of the Respondent engaged in the same line of business as the Respondent
- any other party, other than the OAG POC.

This prohibition is in effect during the preparation of the Response and while the Response is pending with the OAG, including the negotiation and finalization of any resulting Contract. In this context, the term "related entities" includes, but is not limited to, affiliates, subsidiaries, associates, branches, and divisions. It does not include entities that may occasionally enter into teaming agreements with one another to provide services under a contract with a third party but otherwise have no legal relationship with each other. The Respondent may communicate with

teaming partners, Subcontractors, and other entities that are part of the Respondent's offer as long as they are not part of another offer.

When a related entity of the Respondent (whether related at the time Responses are due or at any time thereafter) submits a competing Response, the OAG may require additional information to ensure each separate offer is independent.

Failure to provide or fully disclose all such information immediately upon any recognition of ethical violation(s) may, at OAG discretion, disqualify Respondent or result in the termination of any resulting Contract. ***RESPONDENT HAS AN ONGOING DUTY TO UPDATE ALL INFORMATION INCLUDED IN ITS OFFER AT ANY TIME THAT SUCH INFORMATION CHANGES.***

5.2 Response Submission

5.2.1 Response Delivery

Submit the Response via this link: <https://texasoag.bonfirehub.com/opportunities/173499>.

5.2.2 Response Organization

The Response must be signed and contain a paginated table of contents corresponding to the following sections:

- Section 1: Company Qualifications
- Section 2: Solution
- Section 3: Financial Assurance
- Section 4: Assumptions and Exceptions
- Section 5: Proprietary or Confidential Information
- Section 6: HUB Subcontracting Probability Statement
- Section 7: Forms
- Section 8: Pricing
- Section 9: Technology Accessibility
- Section 10: Information Protection Provisions

5.2.3 Timeliness of Response

To be eligible for consideration, Responses must be received by the OAG sole Point of Contact no later than the date and time specified in Section 4.2, Schedule of Events. Late Responses will not be considered under any circumstance.

The Respondent is solely responsible for allowing enough time for the timely receipt of the Response by the sole Point of Contact.

5.3 Response Contents

5.3.1 Section 1: Company Qualifications

5.3.1.1 Organizational Summary

The Respondent shall submit a summary of no more than five (5) pages summarizing the Respondent organization's overall qualifications and experience to carry out a contract of this nature and scope. If more than five (5) pages are provided, only the first five (5) pages will be considered. In addition to the summary, the information in Sections 5.3.1.2 through 5.3.1.10 is required; however, it will not count against the five (5) page limit.

5.3.1.2 Description of Respondent's Business and its Legal Relationships

The Respondent shall provide a description of the business (and if this is a joint venture, describe all businesses involved in the venture), including:

- Business name
- Address
- Type of organization
- Date of formation
- State of charter and corporate charter number

- FEIN

The Respondent will provide the name(s) and provide description(s) of any relationship(s) with any individual or entity that are, or may be, in any way related, directly or indirectly, in preparation of a Response and/or performance of the Contract.

This requirement to disclose and describe information includes any individual(s) and/or entity(ies) that provide financing or otherwise financially support, or expect to financially support, the Respondent in its performance of services under the Contract.

If the business is a division or subsidiary of any other organization, the summary will include the following information about the parent organization:

- Business name
- Address
- Type of organization
- Date of formation
- State of charter and corporate charter number
- FEIN

5.3.1.3 **Description of Subcontractors**

The Respondent shall provide a list of the Subcontractors who will provide goods or services under the Contract, including the following information:

- Business name
- Address
- Type of organization
- Date of formation
- State of charter and corporate charter number
- Listing of each principal partner or officer
- FEIN
- Percentage estimate of the Subcontractor's contribution to the overall Contract

If the subcontracting company is a division or subsidiary of any other organization, the Respondent shall include the following information about the subcontracting company's parent organization:

- Business name
- Address
- Type of organization
- Date of formation
- State of charter and corporate charter number
- FEIN

5.3.1.4 **Past Performance References**

The Respondent shall provide a list of no more than five (5), but no less than three (3) contracts performed by the Respondent as the prime Contractor within the three (3) years preceding the issuance of this RFP, for which the Respondent was the prime contractor and that are similar in nature and scope to the work described in this RFP. All past performance references should be listed on *Form C, Past Performance References* (the Respondent may make copies of the form as necessary).

For any listed contract, the Respondent must provide the following information:

1. Customer's company or entity name
2. Address
3. Contact name, telephone number, and email address The contact must be a senior representative from the customer who worked directly with the Respondent and can answer questions about their performance. If the reference is the OAG, this information is not needed.

4. Contract award date and the operational start (the date the Respondent's work/solution was fully operational) and end dates
5. Summary description of the contract and the services provided
6. Signed *Form E, Respondent Release of Liability (to Reference)* for each reference absolving the listed entity from liability for information provided to the OAG concerning the Respondent's performance of its engagement

5.3.2 **Section 2: Solution**

- Response to Statement of Work
- Response to implementation/onboard transition requirements
- Organization chart and Key Staff resumes
- End of contract transition
- Continuous improvement
- Response to Performance Management

5.3.3 **Section 3: Financial Assurance**

5.3.3.1 **Bankruptcy Disclosure**

The Respondent shall disclose if and when it has filed for bankruptcy within the last seven (7) years or make an affirmative statement that the Respondent has not filed for bankruptcy within the last seven (7) years.

If a Respondent is conducting business as a corporation, partnership, limited liability partnership, joint venture, or other form of artificial person, the Respondent shall disclose whether any of its principals, partners, or officers has filed for bankruptcy within the last seven (7) years.

5.3.3.2 **Litigation Disclosure**

The Respondent shall describe any docketed or adjudicated civil or criminal litigation that has occurred within the past ten (10) years, the date of inception, jurisdiction and cause number, a brief description of the action, and current status or disposition.

If the Respondent has no litigation within the past ten (10) years, then the Respondent shall provide an affirmative statement that there has been no litigation in the past ten (10) years.

5.3.3.3 **Dun & Bradstreet**

The Respondent shall submit a current Dun & Bradstreet "Comprehensive Insight Plus Report" prepared within thirty (30) calendar days prior to submitting the Response. If the Respondent is not rated by Dun & Bradstreet, the Respondent may submit a report similar in content and detail to the Dun & Bradstreet "Comprehensive Insight Plus Report" from Standard & Poor's or any similar report providing sufficient documentation to allow verification of the Respondent's financial viability, as long as the report was prepared within thirty (30) calendar days prior to submitting the Response.

This report should, at a minimum, include:

- Business and Principal history
- Financial Statement or, at a minimum, a Financial Statement Summary
- Creditworthiness assessment based on past performance
- Details of any public filings, such as suits, judgments, liens, bankruptcies, UCC filings, etc.
- Payment history
- Description of affiliated companies and branches

5.3.3.4 **Financial Statements**

The Respondent shall submit audited financial statements for the Respondent's three (3) most recent years prior to submitting a Response, including one (1) for the Respondent's fiscal year ending within twelve (12) months prior to submitting the Response. If any of the audited statements are not available, then unaudited financial statements may be submitted if

certified as “true, accurate, and complete” by the Respondent’s chief financial officer and/or treasurer/controller.

At a minimum, the Respondent shall submit the following basic financial statements:

- Balance Sheet (also referred to as a Statement of Financial Condition): Reports a company's assets, liabilities, and net equity as of a given point in time
- Income Statement (also referred to as a Profit and Loss or a Revenue and Expense statement): Reports a company's results of operations over a specific accounting period
- Cash Flow Statement: Reports a company's cash flow activities, particularly its operating, investing, and financing activities

5.3.3.5 **Additional requirements for subsidiaries and Subcontractors**

If the Respondent is either a subsidiary of a parent company or subcontracting with any entity that represents greater than or equal to 10% of the gross dollar value of the Respondent's Pricing Submission, then financial documentation as required in Sections [5.3.3.3, Dun & Bradstreet](#) and [5.3.3.4, Financial Statements](#) must be submitted for that parent or Subcontractor. The requested information for the parent is not necessary if the Respondent is a wholly owned subsidiary.

5.3.3.6 **Availability of information**

If any of these elements are not available, Respondents shall provide a written statement explaining why each element is unavailable. The OAG, in its sole discretion, will determine the adequacy of any information provided.

5.3.3.7 **Additional information**

The OAG reserves the right to request additional financial information, as it deems necessary, to evaluate the Respondent and/or the Respondent's parent or Subcontractors and, by submission of a Response, the Respondent agrees to provide the same.

5.3.4 **Section 4: Assumptions and Exceptions**

The Respondent will explicitly set forth any assumptions regarding, or exceptions to, any part of this RFP, referencing the specific RFP section number (formats shown below). **Any assumption or exception may result in the Contract not being awarded to the Respondent.**

Table 7: Assumptions

Section #	Section Title	Assumption

Assumptions may impact the scoring of the corresponding sections of the Response.

Table 8: Exceptions

Section #	Section Title	Exception	Proposed Language

Exceptions may impact the scoring of the corresponding sections of the Response.

If there are no exceptions, the Respondent shall explicitly state that the Respondent takes no exception to any part of this RFP.

If a Respondent does not take exception to or make an assumption regarding any requirement, term, or condition of this RFP in its Response, the Respondent shall be deemed to have accepted such requirement, term, or condition as is. **This applies to all parts of the RFP, including the terms and conditions set forth in [Section 15, TERMS AND CONDITIONS](#).**

5.3.5 **Section 5: Proprietary or Confidential Information**

The Respondent shall explicitly identify in this section, using the format provided in [Table 9: Proprietary or Confidential Information](#), any proprietary or confidential information; see [Section 13, Public Information Act](#). If there are no parts of the Response to the SOW that should be treated as proprietary or confidential, Respondents shall explicitly state in their response.

Table 9: Proprietary or Confidential Information

Section #	Section Title	Page #	Comment

5.3.6 Section 6: HUB Subcontracting Probability Statement

The Respondent must submit the required HUB Subcontracting Probability Statement as described in Section 5.4

5.3.7 Section 7: Forms

- 5.3.7.1 The Respondent shall include the forms described in [Section 4.5, Attachments, Exhibits, and Forms](#) unless otherwise noted in this document.

5.3.8 Section 8: Pricing

Important: *Form B, Pricing* must be provided as a separate document.

The Respondent shall complete and return *Form B, Pricing*, with its Response. **Do not include price information in any other portion of the Response.**

5.3.9 Section 9: Technology Accessibility

Before acceptance, the contractor shall provide an Accessibility Conformance Report (ACR) for each Information and Communication Technology (ICT) item that is developed, updated, configured for the OAG, and when product substitutions are offered. The ACR should be based on the latest version of the [Voluntary Product Accessibility Template \(VPAT®\)](#) provided by the [Information Technology Industry Council \(ITIC\)](#). To be considered for award, an ACR must be submitted for each ICT Item, and must be completed according to the instructions provided by ITIC.

Before acceptance, when the contractor is required to perform testing to validate conformance to the OAG's accessibility requirements, the contractor shall provide a Supplemental Accessibility Conformance Report (SAR) that contains the following information:

- Accessibility test results based on the required test methods.
- Documentation of features provided to help achieve accessibility and usability for people with disabilities.
- Documentation of core functions that cannot be accessed by persons with disabilities.
- Documentation on how to configure and install the ICT item to support accessibility.
- When an ICT item is an authoring tool that generates content (including documents, reports, videos, multimedia productions, web content, etc.), provide information on how the ICT item enables the creation of accessible electronic content that conforms to the Revised 508 Standards, including the range of accessible user interface elements the tool can create.

Before final acceptance, the contractor shall provide a fully working demonstration of the completed ICT Item to demonstrate conformance to the OAG's accessibility requirements. The demonstration shall expose where such conformance is and is not achieved.

Before acceptance, the OAG reserves the right to perform independent testing to validate that the ICT solution provided by the contractor conforms to the applicable Revised 508 Standards.

*Accessibility ICT items are products or services that can be used by all intended users, considering their differing capabilities

- 5.3.9.1 State agencies and institutions of higher education must procure products, or the development of products, which comply with the State of Texas Accessibility requirements for Electronic and

Information Resources as required by [Chapter 2054, Subchapter M of the Texas Government Code](#) and by the Rules of the Texas Department of Information Resources (DIR) adopted in [TAC, Title 1, Chapter 206 and/or 213](#) when such products are available in the commercial marketplace or when such products are developed in response to a procurement solicitation.

The Respondent shall provide in this section:

1. For products: accessibility information through either a completed Voluntary Product Accessibility Template (VPAT) or equivalent reporting document via a Uniform Resource Locator (URL) with the completed template/document or a URL to request the completed template/document.
2. For services: credible evidence of the Respondent's capability or ability to produce accessible EIR products or services. Such evidence may include, but is not limited to, a Contractor's internal accessibility policy documents, contractual warranties for accessibility, accessibility testing documents, and examples of prior work results.
3. For the duration of the Contract, the Contractor shall provide updated VPAT(s) and/or credible evidence as discussed above as necessary when changes to provided products and/or services are made.

5.3.10 **Section 10: Information Protection Provisions**

1. The Respondent shall describe how it will comply with the requirements included in Form G Data Security Plan Outline, within 14 Business Days after award and Section 14, Information Protection Provisions.
2. The Respondent shall describe the Solution components that are TxRAMP (see Section 14.3.7) or FedRAMP authorized.

5.4 HUB Subcontracting Probability Statement

It is the policy of the OAG to promote and encourage contracting and subcontracting opportunities for State of Texas certified Historically Underutilized Businesses in compliance with [Texas Government Code, §2161.001-253](#) and [Texas Administrative Code \(TAC\), Title 34, Part 1, Chapter 20, Subchapter D, Division 1, §20.285](#). Respondents are encouraged to become HUB-certified. State of Texas HUB Certification Application Forms are located at <https://www.comptroller.texas.gov/purchasing/vendor/hub/forms.php>.

Definitions for State of Texas HUB certifiable businesses can be found in [TAC, Title 34, Part 1, Chapter 20, Subchapter D, Division 1, §20.282](#); more information is available on the [Texas Comptroller of Public Accounts](#) website.

Please ensure that the potential HUB Subcontractor's status is "A" (Active).

The OAG has determined that there are probable subcontracting opportunities in the scope of the work for this RFP.

The HUB Goal for this procurement is 26%.

The OAG has provided a list of potential areas of subcontracting based upon the OAG's understanding of this procurement request. Respondents are not limited to the potential subcontracting areas listed below. The OAG is relying upon the Respondent's expertise to fully identify subcontracting opportunities that best align with their organization and this RFP. Respondents who intend to subcontract are responsible for identifying all areas that will be subcontracted. In accordance with [TAC, Title 34, Part 1, Chapter 20, Subchapter D, Division 1, §20.282](#), a Subcontractor is defined as a person who contracts with a prime contractor to work or contribute toward completing work for a governmental entity.

The following is a list of potential areas of subcontracting by National Institute of Governmental Purchasing class and item codes based upon the requirements of this procurement.

Table 10: NIGP Codes

Class	Item	Description
952	61	Law Enforcement, Community Relations Services, Including Victim Notification Services

Respondents must complete and return a HUB Subcontracting Plan with all Responses to be considered responsive. If the Response does not include a completed HSP, the Response shall be rejected as a material failure to comply with advertised specifications. All prime vendors (HUB or Non-HUB) are required to comply.

Additionally, the Contractor must update the HSP during the course of the Contract should any changes occur.

- The HUB Subcontracting Plan on the Texas Comptroller of Public Accounts website guides the Respondent through the various fields and assists them in completing the HSB correctly: <https://www.comptroller.texas.gov/purchasing/vendor/hub/forms.php>.
- The Centralized Master Bidders List – HUB Directory Search allows Respondents to search for HUB vendors by NIGP class and item: <https://mycpa.cpa.state.tx.us/tpasscmbsearch/index.jsp>.
- NIGP codes can be found in the NIGP Commodity Book: <https://www.comptroller.texas.gov/purchasing/nigp/>.
- Minority and women-owned business association resources are available for subcontracting solicitation notices to State of Texas HUB vendors. See: <https://comptroller.texas.gov/purchasing/vendor/hub/resources.php>
- Progress Assessment Reports (PAR) are due monthly with the invoice. This is a condition for payment. All PAR reports must be emailed to texashubs@oag.texas.gov. The PAR reports will remain due for the entire life of the contract.

For questions regarding the HSP, identifying HUB vendors with proper NIGP codes, or the State of Texas HUB Program, contact the OAG HUB Coordinator, Serlester Boone, at (512) 936-0522 or serlester.boone@oag.texas.gov. This is the only exception to the single Point of Contact listed in [Section 4.1, Point of Contact Information](#).

6 CONTRACT TERM

6.1 Initial Term and Renewal

The resulting Contract shall be effective upon execution, with the initial term ending on August 31, 2026. The Contract may be renewed for two (2) optional, two (2) year renewal terms, with the first optional renewal term beginning on September 1, 2026, and ending on August 31, 2028, if exercised. The decision to renew the Contract shall be at the sole and absolute discretion of the OAG. Such renewals shall be subject to the requirements of the Contract resulting from this procurement, with the sole and limited exception that the original date of termination shall be extended pursuant to this provision. By submission of a response to this RFP, the Respondent agrees to be bound, for the initial term of the Contract and for any renewal term which the OAG may elect to exercise, to perform the described services at the rates specified in the Contract resulting from this RFP.

6.2 Option to Extend

The Contractor agrees that the OAG may require continued performance, beyond the initial or any renewal Contract term, of any of the within described services at the rates specified in the Contract, for the purpose of awarding a contract and transitioning services to a new service provider without service disruption. The Contractor agrees that the OAG may require continued performance for a series of thirty (30) calendar day increments. Such extension of services will be subject to the requirements of the Contract, with the sole and limited exception that the original date of termination will be extended pursuant to this provision. During the Contract transition extensions, the Contractor will be compensated for services for as long as the Contractor is providing such services. Once a service is transitioned from the Contractor to a new service provider, payment to the Contractor shall cease. The OAG may exercise this option upon thirty (30) calendar days written notice to the Contractor.

7 STATEMENT OF WORK

7.1 General Requirements

- 7.1.1 Upon contract award, the Contractor shall conduct a discovery phase and perform an "as-is" business process analysis to validate the requirements outlined in this RFP and to identify any additional requirements not explicitly specified herein.
- 7.1.2 The Contractor shall provide a fully operational OAG-approved SAVNS Solution no later than four (4) months after the contract award. The OAG, at its sole discretion, may grant additional time.
- 7.1.3 The Contractor shall develop an implementation plan which results in zero loss in services and data from the existing, operational SAVNS Solution when deployed.
- 7.1.4 The Contractor shall implement the SAVNS system to the Participating Entities by population size from largest to smallest or by another plan as approved by the OAG.
- 7.1.5 The Contractor shall develop a verification process to ensure all entities and Registered Individuals in the current SAVNS database are able to maintain their accounts and accessibility to the case and Defendant information for which they are currently registered to have access.
- 7.1.6 The Contractor shall work with the OAG to develop standardized outreach materials (e.g., brochures, posters) that educate and encourage victims to use the Contractor's SAVNS website or toll-free number to register to receive notifications. Materials are subject to OAG approval. All approved materials must be accessible and available in English and Spanish. The outreach materials will include, but are not limited to:
 - 7.1.6.1 What steps to take when access to case or Offender/Defendant information is interrupted or not available.
 - 7.1.6.2 How registered entities and users can verify their account login and access to information and what steps a registered user must take to restore an inactive account.
 - 7.1.6.3 The Contractor shall provide all printed materials to the OAG for distribution.
 - 7.1.6.4 Upon request of the OAG, the Contractor shall execute a document to assign the toll-free number used for the Call Center, to the OAG at any time during the performance of the Contract or any time after the termination or expiration thereof.
- 7.1.7 The Contractor shall develop and implement a Call Center that is available 24 hours a day, seven days a week.

7.2 Technical Requirements

- 7.2.1 The SAVNS Solution shall secure and protect data collected within the system, with transparency, standards conformance, and regulatory compliance according to all applicable local, state, and federal laws and regulations.
- 7.2.2 The SAVNS Solution shall meet Criminal Justice Information System (CJIS) compliance standards.
- 7.2.3 The SAVNS Solution shall use the National Information Exchange Model (NIEM) data format for effective internal and external data sharing.
- 7.2.4 The SAVNS Solution shall provide a centralized data warehouse with self-service reports, audit, and business intelligence tools.
- 7.2.5 The SAVNS Solution shall be configurable with "out-of-the box" business rule automation to provide user-controlled screen development, data element edits/additions, insertions or edits of Offender status notification triggers, notification preference flows, creation of forms and notification email, letter, and text templates in English and Spanish, workflow, user roles, and dashboards.

- 7.2.6 The SAVNS Solution shall be scalable, upgradable, and provide multi-tenant architecture.
- 7.2.7 The SAVNS Solution shall handle a potential volume increase to two million Registered Individuals and up to six (6) million Offender Booking Records with ongoing Defendant Status Changes.
- 7.2.8 The SAVNS Solution shall incorporate automation to upload multiple files each day of Offender demographic data and Offender status information, which will be linked with victim contact information and method of notification preferences stored within the SAVNS solution.
- 7.2.9 The SAVNS Solution victim and Offender data shall not be shared, uploaded, or sold to a third-party or subsidiary, or any other entity without prior written consent by the OAG.
- 7.2.10 When an Offender warrant is issued and uploaded in the SAVNS Solution a notification shall begin within fifteen (15) minutes.
- 7.2.11 Based on the Offender status information from the files, the SAVNS solution notification process must be integrated entirely within the SAVNS system to:
 - 7.2.11.1 Build a Defendant profile which may include pictures of the Defendant and must deploy cross reference technology.
 - 7.2.11.2 Transfer and link Registered Individual notification data throughout the statewide system based on identified data elements included in Exhibit B, Data Elements.
 - 7.2.11.3 Be user-centric and designed for user ease and victim-sensitivity as a priority.
 - 7.2.11.4 Log every communication with each Registered Individual.
 - 7.2.11.5 Auto-generate notification to any victim linked to an Offender following the notification rules and notification templates integrated within the SAVNS solution.
 - 7.2.11.6 Use a toll-free statewide number and website for registering for notifications.
 - 7.2.11.7 Provide an application for iOS and Android devices for users and available at no cost for users.
 - 7.2.11.8 Incorporate Interactive Voice Response (IVR) System to automate inbound and outbound calls or short message service (SMS) notifications.
 - 7.2.11.9 Integrate with a private branch exchange (PBX) telephone network for victim support.
- 7.2.12 The SAVNS Solution shall work effectively with current mobile technology.
- 7.2.13 The SAVNS Solution shall be compatible with Microsoft 365 (MS365) and SharePoint.
- 7.2.14 The SAVNS Solution shall be linked with a 24/7 public internet portal for real-time access to information and to allow victims to manage their Registration profiles and notification preferences at their convenience.
- 7.2.15 The SAVNS Solution shall support the data migration of victim services data (victim contact/notification method preferences and Offender information with Defendant Status Changes), that triggered notification and detailed case management records from existing external JMS, CMS, and RMS systems managed by third-party vendors.
- 7.2.16 The SAVNS Solution must maintain a reliable 99.9% uptime performance for the SAVNS core system, Participating Entity Data Interface services, and Interested-Party notification Data Interfaces.
- 7.2.17 The SAVNS Solution must have the ability to transfer/link Registered Individual/notification data throughout the statewide system based on identified data elements included in Exhibit B, Data Elements.
- 7.2.18 The SAVNS Solution must be user-centric designed/created with user ease and victim-sensitive as a priority and provide statewide notifications.

7.3 Requirements for the Contractor Regarding Participating Entities

- 7.3.1 A potential vulnerability of SAVNS is the possible release of inappropriate information to victims and registered entities. Examples could include sealed case data, juvenile case data,

civil case information, and expunged cases. There are over twenty software solutions used by counties in Texas to manage records from district and county courts and county jails. The selected Contractor for SAVNS shall address this vulnerability, demonstrate mitigation strategies/options, and create functional and programming options to prevent counties from transmitting inappropriate information from their software solution into the SAVNS database.

- 7.3.2 The SAVNS Solution shall interface with jail Booking systems, county and district courts, prosecutor information management systems, community supervisor and corrections departments as requested, and other related information systems within each Participating Entity. These services will be provided via a Participating Entities Services Agreement between the Participating Entity and the Contractor based on Form B Pricing.
- 7.3.3 The SAVNS Solution shall allow for the capture, storage, and transmission of authorized data, to include, but not limited to, the data elements in Exhibit B, Data Elements.
- 7.3.4 The SAVNS Solution shall provide for all data from each Participating Entity to be stored in a centrally located database and accessible by the respective Participating Entity and the OAG for reporting purposes.
- 7.3.5 The Contractor shall provide each Participating Entity with process/procedures for registering victims/Interested Parties and for victim/Interested Parties to self-register.
- 7.3.6 The SAVNS Solution shall provide an override control for Participating Entity staff to cancel a notification call, delete a telephone number from the system, to discontinue a registered number when it has been determined that the number has been incorrectly entered into the system, is no longer a valid number, or a password has been lost or to override blocked individual victim or Defendant information.
- 7.3.7 The SAVNS Solution shall provide restricted access, while the OAG will have administrative access to a secure Internet site for staff in each Participating Entity and the OAG, offering the following functionality:
 - Customizable dashboard
 - Access to the statistical information for monitoring purposes
 - The capability to run ad hoc reports on statistical information
 - The capacity to print notification letters for victims who have registered an address for notification.
 - The capability to change notification letter wording with the appropriate level of security
 - Technical support information
 - On-line access for manual and training material
 - Contact information
 - Participating Entity-specific configuration information
- 7.3.8 Each Participating Entity shall be responsible for all ongoing service and maintenance costs for the Data Interfaces between their legacy systems and the SAVNS, including the integrity (accuracy and timeliness) of the data.
- 7.3.9 The Contractor will be responsible for all data exchange between the Participating Entity SAVNS Data Interface and the core SAVNS installation, including the integrity (accuracy and timeliness) of the data. Minimum functionality of this Data Interface must include options to prevent possible transmission of unauthorized case data from sealed cases, juvenile cases, civil cases, expunged cases, and other cases prohibited from public disclosure.
- 7.3.10 The Contractor shall be responsible for providing upgrades, maintenance, and continuing service for all Contractor-owned equipment and the SAVNS.
- 7.3.11 The SAVNS Solution shall maintain and destroy all data received from each Participating Entity in accordance with Section 14.2.5 and Texas Grant Management Standards and/or Federal Grant Management Standards under 2 C.F.R 200.

7.4 Requirements for Interested Parties

- 7.4.1 The SAVNS Solution shall allow any person or entity who is a Registered Individual, without regard to their relationship to the Defendant, to register to receive notifications related to the custody and/or court status of the identified Defendant.
- 7.4.2 The SAVNS Solution shall provide a full range of Registration, notification and Information Inquiry services accessible through a single statewide toll-free access number to a centralized Call Center 24-hours a day, 7 days a week, 365 days a year and available from anywhere in the United States.
- 7.4.3 The SAVNS Solution shall ensure that 98% of the Call Center calls are answered within ninety (90) seconds or less and are not placed on hold or in a call queue.
- 7.4.4 The SAVNS Solution shall include an Interactive Voice Response (IVR) System to support Registration, notification and Information Inquiry services including automated responses to victims, criminal justice professionals and any other Interested Parties.
- 7.4.5 The SAVNS Solution shall provide notification to any Registered Individuals when there is a change in the Defendant's custody status, in the manner chosen by the registered party, including but not limited to, email, text, or phone call.
- 7.4.6 The SAVNS Solution shall provide notification to any Registered Individuals when a corresponding court event occurs related to the Defendant specified by the Registered Individual.
- 7.4.7 The SAVNS Solution shall provide a restricted access, secured Internet site for Interested Parties with the following functionality:
 - Online Registration
 - Ability to identify Defendants to monitor/track
 - Notification by email
 - Notification by text
 - Information Inquiry
 - SAVNS contact information

7.5 SAVNS Notifications:

- 7.5.1 For safety-related Defendant Status Changes, such as Defendant release or escape, notification shall begin within fifteen (15) minutes of Participating Entity uploading the event into the database and continue every thirty (30) minutes for a minimum of twenty-four (24) hours or until the Registered Individual acknowledges contact. All other calls, such as court events, will be placed between 7 a.m. and 9 p.m.
- 7.5.2 Notification patterns and intervals for other notification requirements will be determined and mutually agreed upon by the OAG and Contractor during the implementation.
- 7.5.3 Notification patterns will not exceed forty-eight (48) hours per notification.
- 7.5.4 The SAVNS Solution shall allow Interested Parties to register for notifications with as many Defendants and telephone numbers, including but not limited to home, work and cellular numbers.
- 7.5.5 The SAVNS Solution shall provide all services in English and Spanish.
- 7.5.6 The Call Center shall be able to respond to callers who are deaf, hearing impaired, or with limited English proficiency.

7.6 Data Security and Confidentiality

- 7.6.1 The Contractor shall maintain the confidentiality of all OAG Protected Data and SAVNS Data, and all data received from the OAG, the Participating Entities, any individual registered to receive notifications from the SAVNS system, or any other data that is received as a result of Contractor providing the services required under this RFP and any resulting contract(s) or purchase order(s).

- 7.6.2 The Contractor must be Criminal Justice Information Services (CJIS) Compliant. This requirement must be maintained throughout the term of the contract including any optional renewal years.
- 7.6.3 Data Security Plan. The Contractor shall deliver and maintain a security incident plan in accordance with the criteria set forth in the Contractor's privacy and security policy and shall implement the procedures required under such security incident plan on the occurrence of a Security incident, in compliance with the requirements of Texas Business and Commerce Code § 521.053 ("Notification Required Following Breach of Security of Computerized Data"). This plan shall be delivered in writing to the OAG within 14 Business Days following the award of this contract (Please refer to Form G Data Security Plan Outline). The contractor shall report, in writing, to the OAG any Security Incident within 24 hours after discovery. The report shall identify the nature of the event, a list of the affected individuals and the types of data, and the mitigation and investigation efforts of the Contractor. It shall also include the stages of the data security plan that has been implemented along with the next steps to mitigate the current and future risks. The contractor shall provide investigation updates to the OAG daily.
- 7.6.4 Contractor shall not sell, provide, or otherwise commercialize any OAG Protected Data and SAVNS Data, nor any other data received from the OAG, the Participating Entities, any individual registered to receive notifications from the SAVNS system, or any other data received as a result of Contractor providing the services required under this RFP and any resulting contract(s) or purchase order(s) without the prior written consent from the OAG, except where disclosure is required by law.
- 7.6.5 Notwithstanding the foregoing, the Contractor shall provide prior written notice to the OAG before any disclosure of the aforementioned data to any party, for whatever reason, whether required by law or court order. The Contractor must receive written OAG approval prior to any release of data. If there is a release of information without prior written authorization, the Contractor must submit notification immediately to the SAVNS Program Manager as well as the Division Chief of the Crime Victim Services Division.

7.7 Staffing Requirements

7.7.1 Project Management Standards

- 7.7.1.1 The Contractor's staff that is focused on the Texas SAVNS system must have significant knowledge, skills, experience and ability in the areas of Contract Management, Project Management, Support Services Management, and Financial Management. The names of the assigned individuals shall be made known to the OAG. Any individual performing work under this agreement is subject to the following:
 - 7.7.1.1.1 The Contractor must submit a written request to the OAG before placing, assigning or reassigning any Contractor staff. The request shall include a description of the work to be performed and a resume containing a description of the proposed staff's knowledge, skills, abilities, and qualifications.
 - 7.7.1.1.2 Before any Contractor staff is placed, assigned or reassigned, the Contractor must receive the written approval of the OAG.

7.7.2 Project Manager (PM)

- 7.7.2.1 The Project Manager assigned to the project shall be certified and have at least 5 years of project management experience. Other staff assigned to the project should have at least 5 years of experience working on similar projects.
- 7.7.2.2 The Contractor's Project Manager shall be responsible to the OAG and the participating entities for the following project activities:
 - 7.7.2.2.1 Coordinate and serve as the central point of contact for all activities related to the technical implementation of the SAVNS.
 - 7.7.2.2.2 Coordinate the efforts of all Contractor staff, Subcontractors, team members, and other Interested Parties.
 - 7.7.2.2.3 Provide weekly briefings to the OAG's project manager, and other designated OAG staff members on the progress of the implementation. Ensure that the

- meeting agenda is sent to the OAG at a minimum of 24 hours prior to the scheduled weekly briefing and monthly Steering Committee meeting.
- 7.7.2.2.4 Provide written minutes of each briefing meeting to the OAG within three (3) calendar days of each meeting.
 - 7.7.2.2.5 Monitor participating entities operating under service agreements to ensure ongoing compliance with the scope of work and operational standards.
 - 7.7.2.2.6 Provide monthly written reports on the status of the project.
 - 7.7.2.2.7 Submit all project Deliverables in accordance with the approved and established acceptance criteria.
 - 7.7.2.2.8 Provide change control coordination protocols as developed with OAG PM.
 - 7.7.2.2.9 Review design specifications and validate system flow for accuracy and functionality.
 - 7.7.2.2.10 Provide an Integration Plan, which specifies how the system will integrate or interface with the OAG SharePoint and Microsoft Outlook (if applicable).
 - 7.7.2.2.11 Develop/configure the application with written approval from the OAG PM. Coordinate with each participating county to prepare for data Conversion, migration, and continued data feeds needed to support the application.
 - 7.7.2.2.12 If applicable, coordinate data Conversion and migration of victim services data currently used by an external public faced notification system and the data stored within an external case management system.
 - 7.7.2.2.13 Provide sample representative data to use in test activities, ensuring that testing results simulate production results.
 - 7.7.2.2.14 Provide a Problem Reporting Plan for documenting any problems that are discovered during User Acceptance Testing (UAT).
 - 7.7.2.2.15 Perform UAT with the OAG to ensure that the major business functionality works correctly, that the documented system requirements are met, and that the system supports the use cases defined in the system documentation.
 - 7.7.2.2.16 Provide a means to report problems and resolutions during testing and implementation phases.
 - 7.7.2.2.17 Ensure transaction performance metrics, tuning and optimization, and monitoring with OAG oversight prior to project completion.
 - 7.7.2.2.18 Provide documentation outlining the operational best practices utilized for ongoing maintenance and support to ensure the private application and the public portal are reliable 24/7.
 - 7.7.2.2.19 Define methodology to protect sensitive data and applications from unauthorized access or usage during cloud contract maintenance or in the event of termination of cloud service and migration of data and applications to a different service center.
 - 7.7.2.2.20 Upon acceptance of functional testing results, create and implement the application.
 - 7.7.2.2.21 Update test environment for future development and testing for all applications.
 - 7.7.2.2.22 Monitor participating entities operating under service agreements to ensure ongoing compliance with the scope of work and operational standards.
 - 7.7.2.2.23 Be available approximately one (1) month prior to the starting date of the finalized contract to ensure a smooth transition between Contractors, if necessary.
 - 7.7.2.2.24 Be available approximately three (3) months after termination of the contract to support transition between Contractors, if necessary.

7.7.3 Support Services Manager

- 7.7.3.1 The Contractor's Support Services Manager shall be responsible, subsequent OAG approval, to the participating entities for the following items:
 - 7.7.3.1.1 Promotions and SAVNS materials.

- 7.7.3.1.2 Performance-based curriculum development and lesson plans.
- 7.7.3.1.3 Technical performance training.
- 7.7.3.1.4 SAVNS Awareness Training shall be offered to all Participating Entities on a two (2) year basis.

7.7.4 **Financial Specialist**

- 7.7.4.1 The Contractor's Financial Specialist shall be responsible to the OAG for the following items:
 - 7.7.4.1.1 Issuing Contractor invoices to the Participating Entity subsequent to the date an OAG grant contract is executed. See RFP [Section 10 INVOICING](#)
 - 7.7.4.1.2 Coordinating verification of relationship between executed service agreements and executed grant contracts.
 - 7.7.4.1.3 Forwarding copies to the OAG of all executed service agreements with the participating entities and invoices sent to a Participating Entity.

7.8 **Optional Services**

- 7.8.1 The OAG and/or a Participating Entity may request optional services, programming changes, or both after implementation of the Contractor's Solution. This decision will be within the sole discretion of the OAG. If the OAG elects to exercise this option, the OAG will provide the Contractor with a statement of work and the Contractor shall provide the OAG with proposed pricing. Contractor shall provide such services at the same rates proposed in Form B Pricing as attached and incorporated into the Contractor's response.
- 7.8.2 Contractor acknowledges and agrees that any Additional Services provided under this Contract are the sole responsibility of a Participating Entity. Any grant dollars issued by the OAG to a Participating Entity shall be utilized solely as a reimbursement for the Bi-Annual Fees incurred for Contractor's provision of the Participating Entity services. OAG grant funds may not be used or obligated for any Additional Services provided hereunder.
- 7.8.3 The OAG may accept or reject the Contractor's proposal, refine the requirements, and negotiate final costs.
- 7.8.4 The OAG is not responsible or liable for payment for software development/modifications until the OAG determines that any associated test results are acceptable.

7.9 **Training Requirements**

Designated employees of the Contractor shall fully participate in OAG training as appropriate to their role in the Contract.

The Contractor shall maintain a log of employees' training, including the name of the person trained, course completed, signature of the trainee, and dates completed, and provide the log to the OAG upon request.

Table 11: OAG Mandatory Training

Course Name	Frequency	Method
MCT105 Cybersecurity Awareness Training for General Users	Every 12 Months	E-Learning, Self-Paced
MCT106B Discrimination and Harassment Awareness for Non-FTE Only	Every 12 Months	E-Learning, Self-Paced
MCT111 Sensitive Personal Information	Every 24 Months	E-Learning, Self-Paced

7.10 Implementation Requirements

7.10.1 General Implementation Requirements

- 7.10.1.1 The Contractor shall provide a draft implementation plan and Schedule that describes how and when each Participating Entity will be fully operational. This plan shall also detail the Contractor's approach to ensuring the scalability of potential entities.
- 7.10.1.2 The Contractor and the OAG will collaboratively develop the final implementation plan and Schedule as required in Table 12 implementation Deliverables.
- 7.10.1.3 The Contractor shall cooperate with the current Contractor to perform implementation activities including, but not limited to, accepting in-process items, images, and any other data from the current Contractor and loading/converting them into the Contractor's Solution.
- 7.10.1.4 The OAG will schedule a project kick-off meeting within two (2) Business Days of Contract Award.
- 7.10.1.5 The Contractor's implementation team and representative(s) (e.g., Contractor's: project/program manager, implementation manager, technical leads and team leads) shall attend the kick-off meeting with the OAG (e.g., OAG's: implementation manager, contract manager, or designee, and other staff).
- 7.10.1.6 The Contractor shall provide the OAG with a weekly implementation status report. The Contractor shall work with the OAG to define the format and required information for the status report.
- 7.10.1.7 The Contractor shall provide a plan outlining how the transition of existing Registrations will be implemented.
- 7.10.1.8 A minimum of forty-eight (48) hours in advance, the Contractor shall notify the OAG SAVNS Program Manager of any time the Contractor's implementation manager will be off-site or unavailable for longer than eight (8) consecutive Business Hours and provide an alternative point of contact.
- 7.10.1.9 The OAG will work with the Contractor on establishing, setting up, and testing any technology to facilitate data transfers.

7.10.2 Contractor Implementation Team

- 7.10.2.1 The Contractor shall designate an implementation manager and a backup to coordinate implementation activities.
- 7.10.2.2 The Contractor shall provide an organization chart detailing the proposed implementation team including the implementation manager and all implementation staff.
- 7.10.2.3 The Contractor shall notify the OAG SAVNS Program Manager or designee when the Contractor's implementation manager is not available to the OAG for an entire Business Day or longer.
- 7.10.2.4 The Contractor's implementation team shall be available to work with the OAG during Business Days throughout the implementation period.
- 7.10.2.5 When replacing Contract implementation team staff, the Contractor must propose replacements with qualifications for the assigned position that are equal to or exceed those of the person being replaced.
- 7.10.2.6 The Contractor shall provide the resumes of any implementation team member to the OAG upon request.

7.10.3 System Test Environment

- 7.10.3.1 The Contractor shall provide an environment to execute joint system and user acceptance testing.
- 7.10.3.2 The Contractor shall be responsible for scheduling incoming and outgoing file transfer tests with the OAG.

- 7.10.3.3 Incoming and outgoing file transfer tests shall include all required data elements and records.
- 7.10.3.4 The Contractor shall perform and complete the file transfer tests in accordance with the time frame set forth in the implementation plan and approved by the OAG.
- 7.10.3.5 The Contractor shall conduct file transfer tests between the hours of 8:00 a.m. to 5:00 p.m. Local Time, Monday – Friday, unless otherwise agreed to by the OAG.
- 7.10.3.6 The Contractor shall provide the OAG with system test results and perform a live demonstration of their system/application. The OAG will review the system test results and demonstration for accuracy and completeness.
- 7.10.3.7 The Contractor shall notify the OAG, via Controlled Correspondence, when its Solution is ready for OAG user acceptance testing.
- 7.10.3.8 The Contractor shall provide computer access to the Successful Contractor's system for three (3) OAG staff, during implementation and user-acceptance testing.
- 7.10.3.9 The Contractor shall ensure that test data is not transmitted to the OAG except when authorized by the OAG.
- 7.10.3.10 Should it become apparent to the Contractor that its system will not be ready for OAG prior to the operations start date, the Contractor shall contact the OAG immediately and provide a revised start date that can be met.
- 7.10.3.11 The OAG will provide the Contractor with written notification of the results of OAG user acceptance testing. The OAG, at its discretion, may provide conditional acceptance prior to completion of all requirements.
- 7.10.3.12 If the Contractor's Solution fails to meet a specified acceptance test, the Contractor shall immediately correct and improve identified defects, deficiencies or errors, subject to review by the OAG.
- 7.10.3.13 The OAG may continue to test additional components of the Contractor's Solution and may retest any corrections, modifications or additions made by the Contractor. It is the goal of the OAG to complete user acceptance testing no later than one (1) calendar week prior to operations start date.

Table 12: Implementation Deliverables

Implementation Deliverable	Due	Include at a Minimum
Implementation Plan	Within ten Business Days after kickoff meeting	<ul style="list-style-type: none"> a. Implementation approach and summary b. Implementation team and organization chart that defines roles and responsibilities. c. Communication processes d. Change Management approach (training, etc.) e. A schedule to include: <ul style="list-style-type: none"> • Tasks • Assignments • Deliverables • Implementation Schedule • Completion dates • Milestones f. Risks and constraints per Milestone/Deliverable <p>(Note: The OAG will integrate its plan with the Contractors Plan post-Contract award)</p>
Business Continuity Disaster Recovery (BC/DR) Plan (Includes Supplemental Contract-specific BC/DR Plan)	Twenty Business Days prior to service cutover	Refer to Section 8.12, Business Continuity and/or Disaster Recovery Requirements .

7.11 Transition Requirements at Contract Termination

- 7.11.1 The OAG will request that a transition plan be completed no later than thirty (30) Business Days following Contract award. The plan will provide for the orderly transition of all services and operations performed by or involving the Contractor under the Contract.
- 7.11.2 The Contractor shall cooperate fully with the OAG to complete the transition and ensure that the OAG does not experience any adverse impact from the transition of services to a subsequent Contractor.
- 7.11.3 The transition plan shall contain a minimum period of six (6) months. The Contractor shall provide services without interruption while OAG tests, accepts, and approves the new Contractor's Solution and implementation schedule.

7.12 Contract Reporting

- 7.12.1 The SAVNS shall have the ability to generate standard management reports as well as customized usage and performance reports. Examples of these reports include but are not limited to:
 - Downtime reports by Participating Entity
 - Number of Registered Individual for a specified period of time
 - Number and type of successful and unsuccessful notifications for a specified period of time
 - System interruption report
 - Function disabled report
 - Data transfer report by Participating Entity or statewide
 - The Solution shall be fully tested and approved by the OAG prior to deployment.
 - The Solution must have the capability to remain functional during short or long failures of utility power.
- 7.12.2 The OAG may request program information, statistical reports, program audits, or additional reports at any time during the duration of the contract upon request.

7.13 Deliverables Acceptance Process

- 7.13.1 All Deliverables and periodic Deliverable updates/revisions must be submitted via Controlled Correspondence. Within ten (10) Business Days of receipt or other time frame agreed upon by the Parties, the OAG will review the Deliverables and formally respond via Controlled Correspondence with issues to be resolved or acceptance of the Deliverable.
- 7.13.2 If the Contractor does not receive written notice from the OAG by the end of the review period, the Contractor must notify the OAG in writing that the OAG has five (5) additional Business Days to provide written notice. The Deliverable will be deemed to be accepted by the OAG if the OAG does not provide such notice of acceptance or non-acceptance at the end of this additional five (5) Business Day period.
- 7.13.3 The Contractor shall, upon OAG request, make an oral presentation of Deliverables.
- 7.13.4 If the OAG provides written notice of non-acceptance of the Deliverable, then the Contractor shall work with the OAG to correct any deficiencies and re-submit the revised Deliverable within five (5) Business Days, or other time frame agreed upon by the Parties. Upon receipt of a revised Deliverable, the OAG will review the revised drafts for acceptance or rejection and formally respond via Controlled Correspondence within ten (10) Business Days.
- 7.13.5 At any time during the Deliverable acceptance process, should the Contractor disagree with the OAG's findings of non-acceptance or should the OAG disagree with the Contractor's proposed time period for correcting deficiencies, the Parties will work together in good faith to resolve the disagreement.

7.14 Operational Deliverables

Table 13: Operational Deliverables

Operational Deliverable	Due	Include at a Minimum
Transition Plan	Thirty (30) Business Days following Contract award.	Refer to Section 7.11, Transition Requirements at Contract Termination . (Note: The Transition Plan includes the Data Retention and Destruction Plan.)
Services Performance Reports	On or before the tenth (10th) calendar day of each month or as otherwise requested by the OAG	Services performance report against the SLAs as defined in Section 8.1, Performance Management . <ul style="list-style-type: none"> a. Monthly Performance Management Report b. Other reports as identified
Testing/validation of the BC/DR Plan	Annually or as requested by the OAG	Execute and confirm BC/DR plan to: <ul style="list-style-type: none"> a. Ensure recoverability b. Update plan to match steps identified during the testing
Security Organization Control Assessment (SOC 2)	Annually or as requested by the OAG	Refer to Section 14.3.6, Security Control Assessment .
Vulnerability Scans	Quarterly or as requested by the OAG	Refer to Section 14.3.3, Vulnerability Scans for requirements.
Financial Statements	Sixty calendar days after the end of the Contractor's fiscal annual reporting period.	Refer to Section 8.2, Financial Statements for requirements.
Data Security Plan	Fourteen (14) Business Days following the Contract award	Refer to Section 5.3.10: Information Protection Provisions
Progress Report	Monthly by the 10 th day of the month	The report shall identify any problems encountered or still outstanding with an explanation of the cause and resolution of the problem or how the problem will be resolved any updates to work performed, identify Deliverables completed and specify anticipated work to be completed in the subsequent month. The report, at a minimum, shall include the following data for the prior month: <ul style="list-style-type: none"> (a) SAVNS system down time, including the SAVNS core system, the Participating Entity interface services, and notification interfaces; and (c) Data transfer report including all Participating Entity uploads to the SAVNS system, size, time, and outcome.

7.15 OAG Assumptions

- 7.15.1 The Contractor shall be able to meet the four (4)-month time frame for the design, development, and implementation of the SAVNS solution for existing participating entities.
- 7.15.2 Participating Entities shall have resources available to migrate from one solution to a different solution, if necessary.
- 7.15.3 The CMS, JMS and RMS software solutions used by each Participating Entity shall be compatible with Contractor SAVNS solution (i.e. programming and database interfaces can be completed in a timely and cost-effective manner).

7.16 OAG Responsibilities

The OAG will:

- 7.16.1 Provide a Project Manager (PM) to oversee the project. The OAG PM will review and approve all project documentation and Deliverables submitted by the selected Contractor.
- 7.16.1.1 Provide Subject Matter Experts (SMEs), including SMEs for business processes and data migration from the existing solution to be integrated with the new Solution, if necessary.
- 7.16.1.2 Review and approve the project plan and schedule provided by the Contractor to ensure project milestones are met.
- 7.16.1.3 Provide existing documentation of the business process to be managed using the new system.
- 7.16.1.4 Provide existing documentation of data elements to be migrated to the new system.
- 7.16.1.5 Provide timely information in response to questions regarding design specifications.
- 7.16.1.6 Provide effective communication and updates to the Contractor regarding project changes or achievement of project milestones.
- 7.16.1.7 Coordinate all approval and acceptance stages for the project.
- 7.16.1.8 Facilitate User Acceptance Testing (UAT) and provide User Acceptance Testers in concert with Participating Entities.
- 7.16.2 Provide a SAVNS Program Manager.
- 7.16.2.1 Facilitate coordination and program oversight between Contractor and Participating Entities per the terms and conditions outlined in Exhibit A, Participating Entities Services Agreement.
- 7.16.2.2 Develop and implement monthly, quarterly, semi-annual, and annual reporting requirements for the Contractor to address performance, services provided, and other metrics as required.

8 CONTRACT MANAGEMENT

8.1 Performance Management

The Contractor shall establish a good working relationship with the OAG and make a good-faith effort to resolve problems identified by either the OAG or the Contractor. Notification of problems (or anticipated problems) by either the OAG or the Contractor must include sufficient details to resolve the problem and continue performance within the established timeframes.

The OAG SAVNS Program Manager and Contractor shall mutually agree upon monthly and quarterly performance reports, metrics, and other Contract Deliverable templates within sixty (60) calendar days of contract award.

Performance management monitoring will be a continual process throughout the term of the Contract and for up to six (6) months following Contract termination during a transition period, if necessary. Non-compliance by the Contractor in any area that precludes the OAG from verifying the Contractor's compliance in other areas will result in a presumption that the Contractor is non-compliant in those other areas unless the Contractor can affirmatively show that it is compliant.

As part of its final monthly Performance Management Report, the OAG will also provide the Contractor with any corresponding remedies that will be taken against the invoices. The remedies available to the OAG for the Contractor's unsatisfactory performance (e.g., the failure to meet the Contract's requirements and standards as stated in [Section 8.1.1, Performance Standards and Specific Non-performance Remedies](#), will be the basis for reducing payment to the Contractor. The cumulative total of all remedies (Specific and General Non-Performance Remedies) will not exceed 15% of the total amount of the invoice. These remedies are in addition to the rights and remedies available to the OAG under other provisions of the Contract, in law, or in equity.

The OAG, at its sole discretion, may reduce, waive, or otherwise alter any remedy, performance standard, performance monitoring process, or problem resolution and corrective action process.

8.1.1 Performance Standards and Specific Non-performance Remedies

Table 14: Sample

	Standard Service Level Agreement	Measure	Remedy
1.	Solution uptime at 99.9%	Statewide system remains up and functioning 99.9% of the time based on 24 hours/day for 365 days per year.	Reduction of 10% of monthly service fee for months where SLA is not met.
2.	Inappropriate data transmitted from county systems into SAVNS Solution	Sealed case, juvenile case, civil case, and data not authorized for public release shall not be accepted by SAVNS Solution from county information management systems into the public accessible domain	Contractor shall cover all resource costs required to remove inappropriate data from the public accessible domain within ten (10) calendar days of discovery.
3.	Call Center uptime at 98%	Statewide phone access remains up and functioning 98% of the time based on 24 hours/day for 365 days per year.	Reduction of 10% of monthly service fee for months where SLA is not met.

8.1.1.1 General Non-performance Remedies

The Contractor shall perform all services in accordance with the Contract requirements, provisions, terms, and conditions. General non-performance remedies are for failure to perform services according to a requirement, provision, term, or condition not covered by another remedy and will be assessed cumulatively with any other remedies shown in [Section 8.1.1. Performance Standards and Specific Non-performance Remedies](#).

Participating Entities, pursuant to their Participating Entities Services Agreement with the Contractor, may apply one (1) or more instances of the General Non-Performance Remedy to the monthly service charge in response to non-compliance by the Contractor.

Subject to the nature and extent of the non-compliance, the Participating Entities may withhold up to 15% of payments on a monthly invoice as a General Non-Performance Remedy in accordance with this [Section 8.1.1.1. General Non-performance Remedies](#).

- 8.1.1.1.1 Before assessing a General Non-Performance Remedy, the OAG will issue a Controlled Correspondence notifying the Contractor of unsatisfactory performance that could lead to an assessment of a General Non-Performance Remedy if not corrected.
- 8.1.1.1.2 Within five (5) Business Days after receiving the Controlled Correspondence, the Contractor shall submit to the OAG a corrective action plan responding to any and all of the OAG's findings of unsatisfactory performance. The Contractor shall explain in its corrective action plan how it will immediately address the unsatisfactory performance and the date by which the Contractor shall return to satisfactory performance. Within five (5) Business Days after receipt of the corrective action plan, the OAG will notify the Contractor in writing of whether the OAG approves of the corrective action plan and, if not, the reasons the plan is unsatisfactory. If the OAG does not approve of the plan, the Contractor shall resubmit a revised corrective action plan that resolves the OAG's concerns within three (3) Business Days after receipt of the OAG's notification. If necessary, the OAG will work with the Contractor to formulate a corrective action plan to help ensure that the plan is acceptable to the OAG.
- 8.1.1.1.3 If the Contractor returns to satisfactory performance in accordance with the time frame set forth in the OAG-approved corrective action plan, no sums will be withheld. Should the Contractor subsequently return to unsatisfactory performance, the process outlined in Section 8.1.1.1.2 shall commence.
- 8.1.1.1.4 If the Contractor does not return to satisfactory performance in accordance with the time frame set forth in the OAG-approved corrective action plan, the OAG will begin to withhold a

General Non-Performance Remedy as of the date the Contractor was to be in compliance under the corrective action plan but was not. The OAG will provide notice of such continued unsatisfactory performance to the Contractor via Controlled Correspondence and set a new time period for compliance. If the Contractor has not reached satisfactory performance by the new time period the OAG has set, all the withheld amounts may, at the OAG's election, be forfeited. This process of withholding and forfeiture will continue until performance is corrected.

- 8.1.1.1.5 At the OAG's sole option, withheld amounts may be incurred sooner than the time period allowed for the Contractor to come into compliance if the Contractor does not work diligently to correct its unsatisfactory performance (e.g., by not submitting a timely or acceptable corrective action plan or by not diligently carrying out its corrective action plan).
- 8.1.1.1.6 At the OAG's discretion, the time frames set forth in Section 8.1.1.1 General Non-performance Remedies may be shortened depending on the severity of the nonperformance.

8.2 Financial Statements

The Contractor shall submit its most recent financial statements, including income statement, balance sheet, and cash flow statement no later than sixty (60) calendar days after the end of the Contractor's fiscal annual reporting period. This should include information for any applicable parent organization or Subcontractor representing greater than 10% of the gross dollar value of Contractor's Pricing Submission.

8.3 Controlled Correspondence

In order to track and document requests for decisions and/or information pertaining to the Contract, and the subsequent response to those requests, the OAG and the Contractor shall use Controlled Correspondence. The OAG will manage the Controlled Correspondence for the Contract. For each Controlled Correspondence document, the OAG will assign a tracking number and the document will be signed by the appropriate Party's Contract Manager.

Controlled Correspondence will not be used to change pricing or alter the substantive terms of the Contract. Controlled Correspondence will not be the basis of a claim for equitable adjustment of pricing. Any changes that involve the pricing or the substantive terms of the Contract must be by a Contract amendment. However, the Controlled Correspondence process may be used to document refinements and interpretations of the provisions of the Contract, to document the cost impacts of proposed changes, and to document OAG-approved changes to the Contractor's HSP.

Controlled Correspondence documents will be maintained by both Parties in ongoing logs and will become part of the normal status-reporting process. Any communication not generated in accordance with such process will not be binding upon the Parties and will be of no effect.

Controlled Correspondence will be used to communicate any intent to renew the Contract, and the OAG will provide a Purchase Order that includes:

- The ePRO contract number.
- The amount allocated for the new term.
- The new PO number
- The term of the renewal (i.e., 9/1/XX - 8/31/XX).

8.4 Notices and Liaison

8.4.1 Written Notices Delivery

- 8.4.1.1 Any notice required or permitted to be given under this Contract by one Party to the other Party will be in writing and will be addressed to the receiving Party at the address hereinafter specified. The notice will be deemed to have been given immediately if delivered in person to the recipient's address hereinafter specified. It will be deemed to have been given on the date of certified receipt if placed in the United States mail, postage prepaid, by registered or certified mail with Return Receipt requested, addressed to the receiving Party at the address hereinafter specified.

8.4.1.2 Contractor Address:

The address of the Contractor for all purposes under this Contract and for all notices hereunder shall be designated at the time of Contract award.

8.4.1.3 OAG Address:

The address of the OAG for all purposes under this Contract and for all notices hereunder will be designated at Contract award.

OAG Crime Victim Services Division, MC 011
Office of the Attorney General
PO Box 12198
Austin, TX 78711-2198

With copies to (registered or certified mail with return receipt is not required for copies):

OAG General Counsel Division, MC 074
Office of the Attorney General
PO Box 12548
Austin, TX 78711-2548

8.4.2 Liaisons

The Contractor and the OAG each agree to maintain specifically identified liaison personnel for their mutual benefit during the term of the Contract. The liaison(s) named by the Contractor shall serve as the initial Point(s) of Contact for any inquiries made pursuant to the Contract by the OAG and respond to any such inquiries by the OAG. The liaison(s) named by the OAG will serve as the initial Point(s) of Contact for any inquiries made pursuant to the Contract by the Contractor and respond to any such inquiries by the Contractor. The liaison(s) and their respective addresses shall be named in writing at the time of the execution of the Contract. Subsequent changes in liaison personnel will be communicated by the respective Parties in writing.

8.5 Contract Managers

8.5.1 The OAG Contract Manager

The OAG will assign a Contract Manager to the Contract. Identification of the OAG Contract Manager and any changes to this assignment will be documented by Controlled Correspondence. The OAG Contract Manager has the authority to:

- Sign Controlled Correspondence
- Serve as the day-to-day Point of Contact
- Coordinate quality control reviews
- Coordinate meetings with the Contractor
- Investigate complaints
- The OAG Contract Manager will have no authority to agree to any Contract amendment or Pricing change.

8.5.2 The Contractor's Contract Manager

8.5.2.1 The Contractor shall assign a Contract Manager to the Contract. Identification of the Contract Manager and any changes to this assignment will be documented and submitted to the OAG via Controlled Correspondence with fourteen (14) calendar days advance notification. The Contractor's Contract Manager has the authority to:

- Make decisions regarding the Deliverables required by the Contract
- Sign Controlled Correspondence
- Serve as the day-to-day Point of Contact
- Coordinate quality control reviews
- Coordinate meetings with the OAG
- Investigate complaints

8.5.2.2 The Contractor's Contract Manager shall be responsible to the OAG and Participating Entities for submitting a written monthly status report, due on or before the 10th day of each month or

other agreed-upon date each month, addressing the following items:

- Track the progress of the SAVNS implementation and maintenance.
- Establish priorities.
- Verify and track performance issues.
- Report on the work accomplished during the reporting period.
- Report on work to be accomplished during the subsequent reporting period.
- Resolve all actual or anticipated problems.
- Submit written requests to make any significant deviation from the previously agreed upon plans.
- Facilitate a quarterly meeting with the OAG's SAVNS Program Manager and other designated OAG staff members.

8.6 Cooperation with the OAG

The Contractor must ensure that it cooperates with the OAG and other state or federal administrative agencies, at no charge to the OAG, for purposes relating to the administration of the Contract. The Contractor agrees to reasonably cooperate with and work with the OAG's vendors, Subcontractors, and third-party representatives as requested by the OAG.

8.7 Problem Resolution and Corrective Action Process

The Contractor and the OAG will agree to a plan and timeline for resolution of Contract performance issues. If all efforts between the Contractor and the OAG Contract Manager fail to resolve the problem within the stated timeline and to the OAG's satisfaction, the OAG may escalate the problem to the Contractor's management and OAG executive management. OAG executive management or representatives and the Contractor's management shall agree to a resolution. If the Contractor is aware that a problem exists and fails to report the problem to the OAG, the Contractor will continue to be responsible for meeting the goals and timelines established in the Contract.

8.8 Subcontracting Approval Required

It is contemplated by the Parties hereto that the Contractor shall conduct the performances provided by this Contract substantially with its own resources and through the services of its own staff. In the event that the Contractor should determine that it is necessary or expedient to subcontract for any of the performances specified herein, the Contractor shall subcontract for such performances only after the Contractor has transmitted to the OAG a true copy of the subcontract the Contractor proposes to execute with a Subcontractor and has obtained the OAG's written approval for subcontracting the subject performances in advance of executing a subcontract. The Contractor, in subcontracting for any performances specified herein, expressly understands and acknowledges that in entering into such subcontract(s), the OAG is in no manner liable to any Subcontractor(s) of the Contractor. In no event will this provision relieve the Contractor of its responsibility for ensuring that the performances rendered under all subcontracts are rendered so as to comply with all terms of this procurement.

8.9 No Assignment by the Contractor

The Contractor shall not assign its rights under the Contract or delegate the performance of its duties under the Contract without prior written approval from the OAG. Notwithstanding anything to the contrary in the Texas Business Organizations Code or any other Texas or other state statute, a merger will not act to cause the assumption, by the surviving entity or entities, of the Contract and/or its associated rights and duties without the prior written approval of the OAG. The term "merger" as used in this section includes, without limitation, the combining of two (2) corporations into a single surviving corporation; the combining of two (2) existing corporations to form a third (3rd) newly created corporation; or the combining of a corporation with another form of business organization.

8.10 Reporting Fraud, Waste or Abuse

8.10.1 The Contractor must report any suspected incident of fraud, waste or abuse associated with the performance of the Contract to any one of the following listed entities:

- The OAG Contract Manager
- The Director for Procurement and Contract Operations

- The OAG Ethics Advisor
 - The OAG's Fraud, Waste and Abuse Prevention Program ("FWAPP") Hotline (800-252-8011) or the FWAPP email box (FWAPP@oag.texas.gov)
 - The State Auditor's Office hotline for fraud (1-800-892-8348)
- 8.10.2 The report of suspected misconduct will include (if known):
- The specific suspected misconduct
 - The names of the individual(s)/entity(ies) involved
 - The date(s)/location(s) of the alleged activity(ies)
 - The names and all available contact information (phone numbers, addresses) of possible witnesses or other individuals who may have relevant information
 - Any documents which tend to support the allegations
- 8.10.3 The words fraud, waste, or abuse as used in this section, have the following meanings:
- Fraud is the use of one's position for obtaining personal benefit (including benefit for family/friends) through the deliberate misuse or misapplication of resources or assets.
 - Waste is the extravagant, careless, or needless expenditure of funds or consumption of property that results from deficient practices, system controls, or decisions.
 - Abuse is the misuse of one's position, title, or authority to obtain a personal benefit (including benefit for family/friends) or to attempt to damage someone else.

8.11 Dispute Resolution Process for Claims of Breach of Contract

The dispute resolution process provided for in [Chapter 2260 of the Texas Government Code](#) will be used, as further described herein, by the OAG and Contractor to attempt to resolve any claim for breach of Contract made by the Contractor.

A claim for breach of Contract that the Parties cannot resolve in the ordinary course of business will be submitted to the negotiation process provided in Chapter 2260, Subchapter B, of the Texas Government Code. To initiate the process, the Contractor shall submit written notice, as required by Subchapter B, to the Procurement and Contract Operations Director, Office of the Attorney General, P.O. Box 12548 (Mail Code 028) Austin, Texas 78711-2548. The notice will specifically state that the provisions of Chapter 2260, Subchapter B, are being invoked. A copy of the notice will also be given to all other representatives of the Parties otherwise entitled to the notice. Compliance with Subchapter B is a condition precedent to the filing of a contested case proceeding under Chapter 2260, Subchapter C, of the Texas Government Code.

- 8.11.1 The contested case process provided in Chapter 2260, Subchapter C, of the Texas Government Code is the sole and exclusive process for seeking a remedy for any and all alleged breaches of Contract by the OAG if the Parties are unable to resolve their disputes under the negotiation process.
- 8.11.2 Compliance with the contested case process is a condition precedent to seeking consent to sue from the Legislature under [Chapter 107 of the Texas Civil Practices and Remedies Code](#). Neither the execution of the Contract by the OAG nor any other conduct of any representative of the OAG relating to the Contract shall be considered a waiver of sovereign immunity to suit.
- 8.11.3 The submission, processing, and resolution of a claim for breach of Contract is governed by the published rules adopted by the OAG pursuant to Chapter 2260, as currently effective, hereafter enacted, or subsequently amended.
- 8.11.4 Neither the occurrence of an event nor the pendency of a claim constitutes grounds for the suspension of performance by the Contractor, in whole or in part.

8.12 Business Continuity and/or Disaster Recovery Requirements

8.12.1 Business Continuity/Disaster Recovery Plan Review

The Respondent shall provide a response to *Form J, Business Continuity/Disaster Recovery Questionnaire*. The Respondent may submit a current BC/DR Plan(s) relevant to the work described in this RFP to supplement *Form J, Business Continuity/Disaster Recovery Questionnaire*.

8.12.2 Business Continuity and/or Disaster Recovery Plan

- 8.12.2.1 The Contractor shall submit a current BC/DR Plan within thirty (30) calendar days of award that includes a detailed recovery plan for all parts of its operations (automated and otherwise) related to the services of the Contract (corporate level or generalized BC/DR Plan cannot be substituted).
- 8.12.2.2 The Contractor's BC/DR Plan must include detailed, step-by-step technical procedures for recovery of all Contractor's information systems and resumption of all business processes that are required to meet contracted responsibilities.
- 8.12.2.3 The Contractor agrees that its BC/DR Plan shall conform to any requirements imposed upon the OAG by the State of Texas or the Federal government. See Section 8.12.2.4 for current Texas requirements. Any change in State or Federal requirements may require a change to the requirements outlined in this section.
- 8.12.2.4 Current State of Texas requirements are listed in Texas Administrative Code, Title 1 – Administration, Part 10 – Department of Information Resources, Chapter 202 – Information Security Standards, and can be accessed at the following website:
[http://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac_view=4&ti=1&pt=10&ch=202](http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=4&ti=1&pt=10&ch=202).
- 8.12.2.5 The BC/DR Plan will include a contingency plan to avoid disruption of service due to any third-party or subsidiary performance deficiencies, labor problems, and any other event that could reasonably be foreseen to result in a disruption of services in the Contract.
- 8.12.2.6 The Contractor shall designate a fully experienced business continuity practitioner to manage requirements stated in this section.

8.12.3 Supplemental, Contract-specific BC/DR Plan

- 8.12.3.1 The Contractor shall develop a supplemental Contract-specific BC/DR Plan.
- 8.12.3.2 The Contractor's supplemental, Contract-specific BC/DR Plan shall address communication and interdependencies (especially automated systems) between the OAG, other applicable OAG contractors, and the Contractor as it pertains to the Contractor's recovery efforts.
- 8.12.3.3 The OAG Business Continuity Coordinator or designee and the OAG Contract Manager will be available for consultation during the development of the supplemental, Contract-specific BC/DR Plan. In accordance with the time frame in the implementation plan, the Contractor shall submit the supplemental BC/DR Plan to the OAG Contract Manager and the OAG Business Continuity Coordinator for written approval.

8.12.4 Testing, Exercising and Updating the Business Continuity Plan

- 8.12.4.1 The Contractor shall coordinate with the OAG in designing and performing a test exercise of the recovery procedures on an annual basis and provide a written result of the exercise to the OAG Business Continuity Coordinator or designee. This must be in the form of a detailed written report that includes itemized details of every testing activity and results.
- 8.12.4.2 The Contractor shall notify the OAG Business Continuity Coordinator or designee, in writing, at least ninety (90) calendar days prior to the planned exercise date. OAG approval is required in order to proceed.
- 8.12.4.3 The annual exercise must follow the logical business flow and include all processes normally conducted during daily operations.
- 8.12.4.4 If the BC/DR Plan exercise is not successful (meaning the Contractor is unable to bring up all Contractor's information systems and business processes for contracted user access within agreed-upon timeframes, the Contractor shall reschedule and execute a second exercise within three (3) calendar months of the failed exercise or otherwise agreed upon time frame of the unsuccessful exercise.
- 8.12.4.5 The Contractor shall coordinate with the OAG to conduct and analyze the results of the exercise. The OAG reserves the right to send an observer to each test, with all associated travel and per diem costs of OAG observers paid by the OAG.
- 8.12.4.6 The Contractor shall incorporate results (lessons learned) from the exercises into the BC/DR Plan and the supplemental, Contract-specific Plan, as appropriate, within three (3) calendar months following a successful test and provide the BC/DR Plan(s) to the OAG Contract Manager and the OAG Business Continuity Coordinator. A memo will accompany the submittal

of the revised plan, listing each lesson learned and the page number and paragraph where the lesson was incorporated into the revised plan(s).

- 8.12.4.7 As refinements and extensions of the initial development, design, architecture, technical, data usage, service levels, user interfaces, security, system, administration, and implementation requirements are made and implemented, the changes will be incorporated into the Contractor's BC/DR Plan and the supplemental, Contract-specific Plan, as appropriate, by the Contractor proactively and in a timely manner without the need to amend this business continuity section.

8.12.5 Risk Analysis

- 8.12.5.1 Upon request by the OAG, the Contractor shall submit to a risk analysis evaluation of BC/DR and adherence to State and Federal rules and allow Key Staff to be available to complete a risk analysis questionnaire. The OAG will schedule time, in advance, for the Contractor's staff to participate in the risk analysis questionnaire.
- 8.12.5.2 Based on the risk analysis evaluation, the Contractor and the OAG will collaborate to implement any resulting recommendations from the OAG in order to lower facility and/or system risk levels, unless the Contractor can fully demonstrate why such recommendations are not applicable or beneficial. The final determination of whether such recommendations are not applicable or beneficial will be made by the OAG in its sole discretion.

8.12.6 Outage Incidents and Disaster Declarations

- 8.12.6.1 Upon the occurrence of an outage incident, the Contractor shall immediately contact and coordinate with the OAG Contract Manager and the OAG Business Continuity Coordinator or designee. An outage incident is any inability to operate information systems or business processes in accordance with the Contract.
- 8.12.6.2 If there is a disaster declaration, the Contractor and/or the OAG will implement the supplemental, Contract-specific BC/DR Plan as appropriate.
- 8.12.6.3 The Contractor must bring up all Contractor's information systems and business processes for user access within the agreed upon recovery time objective as listed in the supplemental, Contract-specific BC/DR Plan.

9 BACKGROUND REVIEWS

By entering into the Contract, the Contractor certifies that it shall perform a background review, to include criminal history record information, of all Contractor Agents before allowing a Contractor Agent to access OAG Protected Data and SAVNS Data or work in an OAG facility. Such background review will not occur any earlier than six (6) months prior to the Contractor Agent accessing OAG Protected Data and SAVNS Data or working in an OAG facility. No Contractor Agent who has been convicted of a felony for crimes involving violence, child abuse or neglect, sexual offenses, theft, or fraud, or is a registered sex offender may access OAG Protected Data and SAVNS Data or work in an OAG facility.

Within ten (10) Business Days of award, the Contractor (unless directed otherwise in Controlled Correspondence) will provide the OAG with a list of all Contractor Agents who will be accessing OAG Protected Data and SAVNS Data or working in an OAG facility. The list will contain the following information:

- Name (including any other names used)
- Day-time phone number
- Responsibilities under the Contract
- Date of birth
- Driver's License number
- Social Security number
- Criminal Offense convictions, if known by the Contractor and if the Contractor is not prohibited from disclosing the criminal offense convictions to the OAG

The Contractor shall provide an updated list to the OAG whenever a new Contractor Agent is assigned to access OAG Protected Data and SAVNS Data or work in an OAG facility. The Contractor shall notify the

OAG whenever a Contractor Agent is to assume a new responsibility with regard to accessing OAG Protected Data and SAVNS Data or working in an OAG facility.

No Contractor Agent shall access OAG Protected Data and SAVNS Data or work in an OAG facility or assume new responsibilities regarding same without prior written consent from the OAG through Controlled Correspondence.

The Contractor must require all Contractor Agents to notify the Contractor of any arrest (to include the date of arrest, arresting entity, and charges) at the earliest possible opportunity but no later than the end of the first Business Day following an arrest. Within one (1) Business Day of an arrest notification, the Contractor shall notify the OAG of the arrest. The Contractor must also require any Contractor Agent who has been arrested to provide an official offense report to the Contractor as soon as possible but no later than thirty (30) calendar days from the date of the arrest. Within one (1) Business Day of receipt of the report, the Contractor shall provide the OAG with a copy of the offense report.

10 INVOICING

The OAG shall not be liable for any services rendered or obligations incurred on behalf of the OAG by the Contractor before execution of the Contract.

All payments will be made in accordance with the Texas Prompt Payment Act ([Texas Government Code, Chapter 2251](#)).

10.1 Submitting Invoices

The Contractor shall invoice Participating Entities based on the terms and agreed-upon cost rates in the Participating Entities Services Agreements.

Each invoice must include the following information:

- OAG Contract Number
- Purchase Order Number
- Contractor's:
 - Name
 - Tax Identification Number
 - Address
 - Contact Phone Number
 - Description of goods delivered or services provided

10.1.1 Payments for Services Rendered

The Parties stipulate and agree that OAG is the statutory party charged with administering and providing grant funds to Participating Entities on a reimbursement basis for the Participating Entity services rendered by the Contractor. Accordingly, OAG shall not be directly responsible for any payment to Contractor for Participating Entity services provided to a Participating Entity. All payments for such Participating Entity services shall be made by the Participating Entities in accordance with Form B Pricing and pursuant to the terms of this Contract.

10.1.2 Recurring Fees

The Parties stipulate and agree that the Participating Entities' total amounts owed to Contractor in consideration of full, satisfactory performance of all Contractor's duties, services and obligations as set forth in this Contract, shall be billed on a recurring bi-annual basis, in accordance with Form B Pricing, and not to exceed the Bi-Annual Fee per calendar year.

10.1.3 Invoicing

The Participating Entity services for the Project shall be performed for the Bi-Annual Fee, which will be billed and invoiced in accordance with Form B Pricing and pursuant to the terms of this Contract and the RFP. Invoices will contain all pertinent information such as this Contract number, the dates of Services rendered, and any outages or performance issues as identified in Section 8.1 of this Contract.

10.1.4 Invoice Submission

Prior to authorizing payment to Contractor, the Participating Entities shall evaluate Contractor's performance using the performance standards set forth in the RFP. Contractor shall provide invoices for Participating Entity services no later than the 15th day following the end of the prior billing quarter in which the Participating Entity services are rendered. No payment whatsoever shall be made under this Contract without the prior submission of detailed, correct invoices. By submission of the invoices, Contractor warrants the following: (1) its invoices have been carefully reviewed to ensure that all invoiced services have been performed or delivered; (2) that the Participating Entity services have been performed in compliance with all terms of the Contract and Incorporated Documents; and (3) all relevant performance and Deliverables associated with such invoice have been successfully completed, accepted and all supporting documentation is attached. Upon the request of a Participating Entity, Contractor agrees to submit any additional documentation or explanation the Participating Entity may reasonably require. Subject to the foregoing, Participating Entities must make all payments in accordance with the Texas Prompt Payment Act.

10.1.5 Appropriated Funds

Payments under this Contract are subject to the availability of appropriated funds. Whereas OAG provides grant dollars to the Participating Entities as a reimbursement of the Bi-Annual Fees due hereunder, Contractor acknowledges and agrees that payments for Participating Entity services provided under this Contract are contingent upon OAG's receipt of funds appropriated by the Texas Legislature.

10.2 Invoice Review

The Participating Entities will review each invoice for Contract compliance and completeness. If the Participating Entity determines that an invoice is not acceptable under the provisions of the Contract or is otherwise incomplete, the Contractor shall correct any deficiencies before the Participating Entity shall process the invoice for payment.

Notwithstanding the foregoing, the Contractor shall provide information and/or documentation related to the invoices sent to the various Participating Entities, as the OAG may reasonably require. The Contractor shall respond to an OAG request for all such information and/or documentation to support payment within five (5) calendar days of receipt.

In instances where service(s) is/are interrupted more than 24 hours to individual Participating Entities or to the Statewide system and the interruption is not due to county action or error, grant funds provided by OAG to the Participating Entities, and payments due to the Contractor under the Participating Entities Services Agreements, will be reduced or adjusted accordingly.

10.3 Billing at Contract Termination or Conclusion

Upon termination of the Contract for any reason or conclusion of the Contract, and in the event remedies are pending or quality assurance measures are not complete, the Contractor shall allow the OAG sufficient time to finalize all quality control issues. After all quality assurance issues have been resolved, the OAG shall notify the Contractor to invoice the OAG for any outstanding balance(s) incurred.

11 AWARD

The OAG may award Contracts to Respondents that offer the best value to the State and are in the State's best interest, as determined using the evaluation factors described in this section.

An award may be made with or without:

1. Requesting clarifications of the Responses
2. Allowing modifications of the Responses
3. Discussing and/or negotiating the Responses with any of the Respondents
4. Requesting a BAFO

The OAG will review and score the Response against the following three (3) criteria to determine which Response offers the best value and is in the best interest of the State. The OAG will evaluate the Response against the following criteria and assign a grand total score for each Response based on a scale of 100% using the following percentages:

- Company Qualifications 40%

- Solution 40%
- Pricing 20%

12 CONTRACT DOCUMENTS

The Contract shall consist of the following documents, which are listed in the order of priority that will be given in the event of a conflict between the documents:

1. The OAG Contract;
2. The provisions in this RFP, including its exhibits, attachments, forms, service agreement, and any Addenda; and
3. The Contractor's Response

The OAG may issue a Best and Final Offer Request (BAFO) for the RFP in its entirety or request a partial BAFO. If the OAG issues a request for a BAFO for the entire RFP, the BAFO request will supersede this entire RFP, and the Contractor's BAFO Response will supersede its entire Response. If a partial BAFO is requested, then any components of the RFP modified during the BAFO and included in a BAFO request will supersede the same components included in the RFP. Equally, any components of the Contractor's Response modified during the BAFO and included in a BAFO Response shall supersede the same components included in the Contractor's original Response.

No prior agreement or understanding, oral or otherwise, of the Parties or their agents will be valid or enforceable unless embodied in the applicable documents listed above.

The OAG may agree to amend or reject all or any part of such agreements if doing so would be in the State's and the OAG's best interest. The OAG will not sign form contracts. The OAG will not be bound by any Respondent's request for limitation of liability language.

13 PUBLIC INFORMATION ACT

As a state agency, the OAG will strictly adhere to the requirements of (a) [Chapter 441, Subchapter L of the Texas Government Code](#) regarding the preservation, management, and retention of state records and (b) [Chapter 552 of the Texas Government Code](#) (the Texas Public Information Act) regarding the disclosure of public information. As a result, by participating in this solicitation process the Respondent acknowledges that all information, documentation and other materials submitted in response to this RFP may (a) constitute state records for the purposes of Chapter 441, Subchapter L of the Texas Government Code and (b) be subject to public disclosure under the Texas Public Information Act.

The OAG is without authority to agree that any information submitted will not be subject to disclosure. Disclosure is governed by the Texas Public Information Act (the "Act"). Under the Act all information held by governmental bodies is open to public disclosure unless it falls within one (1) of the Act's specific exceptions to disclosure. Respondents are advised to consult with their legal counsel concerning disclosure issues resulting from this process and to take precautions to safeguard trade secrets and other proprietary information. The OAG will have no liability to the Respondent or any other person or entity for disclosing information in accordance with the Texas Public Information Act.

If it is necessary for a Respondent to include proprietary or otherwise confidential information in its Response, that proprietary or otherwise confidential information, documentation, or material must be clearly identified on each page upon which it appears and with written notice (in a table format as shown below) identifying the specific exception(s) to disclosure under the Act that the Respondent claims is/are applicable to such information, documentation, or material. Subchapter C of the Act sets forth the Act's exceptions to the required disclosure of information. Please note that claiming a disclosure exception for provided information does not automatically render such information confidential. Further, merely making a blanket claim that all of the submitted information is protected from disclosure because it contains some proprietary information is not acceptable and will not render the entire submission confidential. Any information which is not clearly identified as proprietary or confidential will be deemed to be subject to disclosure pursuant to the Act.

The Respondent will indicate, in a format similar to that of [Table 15: Public Information Exceptions](#), which portions of their Response, by page number and/or section number, the Respondent believes would be excepted from disclosure.

Table 15: Public Information Exceptions

Page Number, Section Number	Exception

In the event that the OAG receives a request under the Act for a copy of any information, documentation, or other material for which an exception to required disclosure under the Act is claimed, the OAG will undertake its best efforts to provide the Respondent with notice of the request for release of provided information and afford the Respondent the opportunity to brief the facts that bring the information under the applicable exceptions of the Act.

The Respondent will submit the brief to the Open Records Division of the OAG. The Open Records Division is the division within the OAG that governmental bodies (including divisions of the OAG) seeking to withhold information under the Public Information Act must apply to for a decision on whether the information is excepted from disclosure. It is not possible to obtain a decision prior to a request for public disclosure being made since the Open Records Division does not render advisory opinions.

The OAG shall not have the obligation or duty to advocate the confidentiality of the Respondent's material to the Open Records Division of the OAG or to any other person or entity. It is the Respondent's sole obligation to advocate the confidential or proprietary nature of any information it provides in its Response, and the Respondent acknowledges that the Open Records Division of the OAG may determine that all or part of any claimed confidential or proprietary information should be disclosed.

As provided for in the Texas Public Information Act, upon request from a member of the Legislature when needed for legislative purposes, the OAG may release the Respondent's entire Response, including alleged confidential or proprietary information. Should the OAG award this solicitation to the Respondent, these provisions survive termination of the Contract.

Additionally, so that the OAG may contact the Respondent concerning any public information requests it receives, the Respondent will provide contact information to the OAG, including a phone number and email address for the named individual responsible for responding to such inquiries. For more information on the Public Information Act's processes and procedures, refer to [Chapter 552, Texas Government Code](#).

14 INFORMATION PROTECTION PROVISIONS

14.1 General

14.1.1 Survival of Provisions

OAG rights and privileges applicable to OAG Protected Data and SAVNS Data shall survive expiration or any termination of this Contract and shall be perpetual.

As an exception to the foregoing perpetual survival, if certain OAG Protected Data and SAVNS Data become publicly known and made generally available through no action or inaction of the Contractor, then the Contractor may use such publicly known OAG Protected Data and SAVNS Data to the same extent as any other member of the public.

14.1.1.1 If any term or provision of this Contract, including these Information Protection Provisions, shall be found to be illegal or unenforceable, it shall be deemed independent and divisible, and notwithstanding such illegality or unenforceability, all other terms or provisions in this Contract, including these Information Protection Provisions, shall remain in full force and effect and such term or provision shall be deemed to be deleted.

14.1.2 Applicability

14.1.2.1 References within the Information Protection Provisions

- 14.1.2.1.1 All references to "OAG" shall mean the Office of the Attorney General.
- 14.1.2.1.2 All references to "OAG CISO" shall mean the Office of the Attorney General Chief Information Security Officer.
- 14.1.2.1.3 All references to "Contractor" shall mean Successful Respondent.
- 14.1.2.1.4 All references to "Contractor's Agents" shall mean Contractor's officials, employees, agents, consultants, Subcontractors, and representatives, and all other persons that perform Contract Services on Contractor's behalf.
- 14.1.2.1.5 All references to "Contract Services" shall include activities within the scope of the executed Contract.
- 14.1.2.1.6 All references to "OAG Protected Data and SAVNS Data" shall have the same meaning as that term within the Definitions section of this RFP.
- 14.1.2.1.7 All references to "OAG Customers" shall mean any person or entity that delivers, receives, accesses, or uses OAG Protected Data and SAVNS Data. The term "Security Incident" means an occurrence or event where the confidentiality, integrity or availability of OAG Protected Data and SAVNS Data may have been compromised and includes, without limitation, a failure by Contractor to perform its obligations under Sections 14.2 Data Security and 14.3 Physical and System Security.

14.1.3 **Inclusion in all Subcontracts**

The requirements of these Information Protection Provisions shall be included in, and apply to, all subcontracts and any agreements Contractor has with anyone performing Contract Services on Contractor's behalf.

14.1.4 **Third Parties**

This Contract is between Contractor and the OAG and is not intended to create any independent cause of action by any third-party, individual, or entity against OAG or Contractor.

14.1.5 **Termination for Non-Compliance**

In the event that either the Contractor or Contractor's Agents fail to comply with any of the Information Protection Provisions, OAG may exercise any remedy, including immediate termination of this Contract.

14.1.6 **Personnel Briefings, Training, and Acknowledgments**

- 14.1.6.1 The Contractor shall ensure that all persons having access to data obtained from OAG Systems are thoroughly briefed on related security procedures, restricted usage, and instructions requiring their awareness and compliance. Contractor's Agents accessing OAG Systems must complete OAG required security training and execute any OAG required security agreements, acknowledgments, or certifications. The OAG Contract Manager shall provide direction to the Contractor regarding the acquiring of any necessary access, completion of required security training and execution of required security agreements, acknowledgments, and certifications.
- 14.1.6.2 The Contractor shall provide annual reorientation sessions and all of the Contractor's Agents that perform or are assigned to perform Contract Services shall re-execute, and/or renew their acceptance of all applicable security documents to ensure that they remain current regarding all applicable security requirements.

14.1.7 **Key Person Dependence or Collusion**

The Contractor shall protect against any key-person dependence or collusion by enforcing policies of separation of duties, restricted job responsibilities, audit logging, and job rotation.

14.2 Data Security

14.2.1 **Rights in OAG Protected Data and SAVNS Data**

The Contractor and the Contractor's Agents possess no special right to access, use, or disclose OAG Protected Data and SAVNS Data as a result of the Contractor's contractual or fiduciary relationship with the OAG. As between the OAG and the Contractor, all OAG Protected Data and SAVNS Data shall be considered the property of the OAG and shall be deemed confidential. The Contractor hereby irrevocably assigns, transfers and conveys, and shall cause the Contractor's Agents to irrevocably assign, transfer and convey to the OAG without further consideration all of

its and their right, title, and interest to OAG Protected Data and SAVNS Data. Upon request by the OAG, the Contractor shall execute and deliver and shall cause the Contractor's Agents to execute and deliver to the OAG any documents that may be necessary or desirable under any law to preserve or enable the OAG to enforce its rights with respect to OAG Protected Data and SAVNS Data.

14.2.2 Use of OAG Protected Data and SAVNS Data

OAG Protected Data and SAVNS Data have been, or will be, provided to the Contractor and the Contractor's Agents solely for use in connection with providing Contract Services. Re-use of OAG Protected Data and SAVNS Data in any form is not permitted. The Contractor agrees that it will not access, use, or disclose OAG Protected Data and SAVNS Data for any purpose not necessary for the performance of its duties under this Contract. Without the OAG's approval (in its sole discretion), neither the Contractor nor the Contractor's Agents shall: (i) use OAG Protected Data and SAVNS Data other than in connection with providing the Contract Services; (ii) disclose, sell, assign, lease, or otherwise provide OAG Protected Data and SAVNS Data to third-parties, including any local, state, or federal legislative body; (iii) commercially exploit OAG Protected Data and SAVNS Data or allow OAG Protected Data and SAVNS Data to be commercially exploited; or (iv) create, distribute, or use any electronic or hard copy mailing list of OAG Customers.

In the event of any unauthorized disclosure or loss of OAG Protected Data and SAVNS Data, the Contractor shall immediately comply with the Notice subsection (14.5.2) of the Security Incidents subsection set forth below. The Contractor or the Contractor's Agents may, however, disclose OAG Protected Data and SAVNS Data to the extent required by law or by order of a court or governmental agency; provided that the Contractor shall give the OAG, and shall cause the Contractor's Agents to give the OAG, notice as soon as it or they are aware of the requirement; and use its or their best efforts to cooperate with the OAG if the OAG wishes to obtain a protective order or otherwise protect the confidentiality of such OAG Protected Data and SAVNS Data. The OAG reserves the right to obtain a protective order or otherwise protect the confidentiality of OAG Protected Data and SAVNS Data.

14.2.3 Protection of OAG Data and SAVNS Data

The Contractor shall engage in a continuous cycle of process improvement and vigilance to assess risks, monitor and test security protection, and implement change to protect OAG Protected Data and SAVNS Data. The Contractor agrees to perform such continuous process improvement and to upgrade its security protection during the term of this Contract.

14.2.4 Statutory, Regulatory and Policy Compliance

Contractor agrees to comply with all OAG policies, standards and requirements, state and federal statutes, rules, regulations, and standards regarding the protection and confidentiality of OAG Protected Data and SAVNS Data, for which it has received notice, as currently effective, subsequently enacted or as may be amended. The existing requirements that are applicable to Contractor's obligations under this Contract are included in this Contract.

14.2.5 Data Retention and Destruction

Within 180 calendar days of Contract award, the Contractor and the OAG shall develop a mutually agreed upon detailed schedule for the retention and possible destruction of OAG Protected Data and SAVNS Data. The schedule will be based upon the Contract Services being performed and the Contractor's limited authorization to access, use and disclose OAG Protected Data and SAVNS Data. The Contractor shall retain all OAG Protected Data and SAVNS Data until such schedule is developed. Subsequent to developing and agreeing upon that schedule, the Contractor shall:

- Retain and destroy OAG Protected Data and SAVNS Data in accordance with the detailed schedule for its retention and destruction (according to data sanitization standards).
- Destroy or purge OAG Protected Data and SAVNS Data in a manner consistent with state policy and federal regulations for destruction of private or confidential data and in such a way so that the Data are unusable and irrecoverable.
- Destroy all hard copy OAG Protected Data and SAVNS Data by shredding to effect 5/16-inch-wide or smaller strips and then either incinerating or pulping the shredded material.

14.2.5.1 Within five (5) calendar days (excluding weekends and federal holidays) of destruction or purging, provide the OAG with a completed *Certificate of Destruction for Contractors and Vendors*, a copy of which is attached hereto and included herein as Attachment B.

In the event of Contract expiration or termination for any reason, the Contractor and the Contractor's Agents shall completely purge all OAG Protected Data and SAVNS Data from the information systems of the Contractor and the Contractor's Agents and no OAG Protected Data and SAVNS Data will be retained by the Contractor. All hard-copy OAG Protected Data and SAVNS Data shall be destroyed, in accordance with the detailed retention schedule agreed to by the Contractor and the OAG under Section 14.2.5, Data Retention and Destruction. If immediate purging of all data storage components is not possible, the Contractor agrees that any OAG Protected Data and SAVNS Data remaining in any storage component will be protected to prevent unauthorized disclosures.

Within twenty (20) Business Days of Contract expiration or termination, the Contractor shall provide the OAG with a signed statement detailing the nature of OAG Protected Data and SAVNS Data retained, type of storage media, physical location(s) and any planned destruction date.

In its sole discretion, the OAG may waive notification requirements or request reasonable changes to the detailed schedule for the retention and destruction of OAG Protected Data and SAVNS Data.

14.2.6 Requests to Contractor for Confidential or Public Information

The Contractor and the Contractor's Agents expressly do not have any actual or implied authority to determine whether any OAG Protected Data and SAVNS Data are public or exempted from disclosure. Texas Government Code Chapter 552 defines the exclusive mechanism for determining whether OAG Protected Data and SAVNS Data are subject to public disclosure. The Contractor is not authorized to respond to public information requests on behalf of the OAG.

The Contractor will direct all requestors for information to the Public Information Coordinator's office. The requestor must deliver requests for public information by one of the following methods:

- By mail specifically addressed to
Office of the Attorney General
Public Information Coordinator's Office – Mail Code 070
P.O. Box 12039
Austin, TX 78711
- By e-mail to publicrecords@oag.texas.gov
- By facsimile to (512) 494-8017
- By hand delivery during normal Business Hours to the Public Information Coordinator's Office at 209 W. 14th Street, Austin, Texas 78701
- By electronic submission through the OAG's Public Information Request Center at publicrecords@oag.texas.gov

14.3 Physical and System Security

14.3.1 General/Administrative Protections

At all times Contractor shall be fully responsible to OAG for the security of the storage, processing, compilation, or transmission of all OAG Protected Data and SAVNS Data to which it has access, and of all equipment, storage facilities, and transmission facilities on which or for which such OAG Protected Data and SAVNS Data are stored, processed, compiled, or transmitted.

14.3.1.1 Access Protection Lists

The Contractor (and Contractor's Agents) shall develop and implement internal protection systems, including information security access lists and physical security access lists (the "access protection lists"), designed to protect OAG Protected Data and SAVNS Data in accordance with applicable law and the provisions for Data Security, Physical Security, and Logical/Information System Protections contained in this Contract. The access protection lists shall document the name and other identifying data for any individual authorized to access, use, or disclose OAG Protected Data and SAVNS Data, as well as any special conditions and limitations applicable to each authorization.

- 14.3.1.1.1 The Contractor shall remove individuals from or change the access rights of individuals on the applicable access protection lists immediately upon such individual no longer requiring certain access. At least monthly, the Contractor shall review and update its access protection lists and ensure that the access protection lists accurately reflect the individuals and their access level currently authorized. At least monthly, the Contractor shall report the results of these reviews and access changes to the OAG Contract Manager.
- 14.3.1.1.2 The OAG shall have the right to review the Contractor's internal protection systems and access protection lists for all areas of the work site(s). The OAG may, with or without cause, and without cost or liability, revoke or deny any or all authorizations of individuals performing services under this Contract. If any authorization is revoked or denied by OAG, then Contractor shall immediately use its best efforts to assist the OAG in preventing access, use, or disclosure of OAG Protected Data and SAVNS Data and the Contractor shall be given notice of the denial.
- 14.3.1.1.3 OAG, in its sole discretion and without consulting Contractor, may immediately terminate OAG system access for anyone performing services under this Contract.
- 14.3.1.1.4 The Contractor shall immediately notify the OAG Contract Manager when any person the Contractor authorized to access the OAG systems is no longer authorized to have such access. This notice includes re-assigned or terminated individuals.
- 14.3.1.1.5 The Contractor's physical access security and logical access security systems must track and log all access attempts and failures. The access security systems must produce access logs on request. These logs must identify all access failures and breaches. Notwithstanding anything to the contrary in this Contract, the physical access and logical access security systems logs for any particular calendar year must be retained for a period of seven (7) calendar years after the last calendar day of the calendar year in which they were created. Thus, a log created on January 1, 2017, may be disposed of with all other systems access logs created in 2017 on January 1, 2025. All physical access and logical access security systems logs must be stored to electronic media. Any stored log must be produced for viewing access and copying upon request of the OAG within five (5) Business Days of the request.
- 14.3.1.1.6 The Contractor shall maintain appropriate audit trails to provide accountability for use and updates to OAG Protected Data and SAVNS Data, charges, procedures, and performances. Audit trails maintained by Contractor shall, at a minimum, identify the supporting documentation prepared by Contractor to permit an audit of the system by tracing the activities of individuals through the system. Contractor's automated systems must provide the means whereby authorized personnel have the ability to audit and to verify contractually required performances and to establish individual accountability for any action that can potentially cause access to, generation of, or modification of OAG Protected Data and SAVNS Data. Contractor agrees that Contractor's failure to maintain adequate audit trails and corresponding documentation shall create a presumption that the services or performances were not performed.

14.3.2 **Prohibition on AI Training and Automated Processing**

The Contractor is expressly prohibited from using OAG Data, directly or indirectly, for the purpose of training, developing, or enhancing any artificial intelligence (AI) models, machine learning algorithms, automated decision-making systems, or similar technologies without the express prior written consent of the OAG. This prohibition extends to any AI-related data processing by the Contractor or any third party.

14.3.3 **Vulnerability Scans**

The Contractor shall perform vulnerability scans on Contractor applications that receive, process, store, transmit, access or protect sensitive OAG Protected Data and SAVNS Data. These scans shall be performed on both the Application and/or Operating System (OS) on at least a quarterly basis. In addition, the Contractor shall perform scans for any major system change in the application, OS, or server to identify any potential vulnerabilities that are introduced with the release of new software or hardware.

The Contractor shall provide a report to the OAG Contract Manager within two (2) Business Days after the scan has been performed. To track all previous and/or new security vulnerabilities that may exist within a system, a Plan of Action and Milestones spreadsheet shall be utilized for each system/application. This spreadsheet will be a means for both the OAG and the Contractor to track the status of previous and newly discovered security vulnerabilities with the details of the steps taken to completion.

- 14.3.3.1 Remediation of critical and high vulnerabilities is required within thirty (30) calendar days unless the effort can be shown to be problematic. Remediation of medium vulnerabilities are on a case-by-case basis agreed to by the parties within sixty (60) calendar days. Remediations of low vulnerabilities is not required.

14.3.4 Physical Security

The computer site and related infrastructures (e.g. information system servers, protected interface equipment, associated peripherals, communications equipment, wire closets, patch panels, etc.) must have physical security that at all times protects OAG Protected Data and SAVNS Data against any unauthorized access to, or routine viewing of, computer devices, access devices, and printed and stored data.

- 14.3.4.1 Data accessed shall always be maintained in a secure environment (with limited access by authorized personnel both during work and non-work hours) using devices and methods such as, but not limited to, alarm systems, locked containers of various types, fireproof safes, restricted areas, locked rooms, locked buildings, identification systems, guards, or other devices reasonably expected to prevent loss or unauthorized removal of manually held data. The Contractor shall also protect against unauthorized use of passwords, keys, combinations, access logs, and badges.
- 14.3.4.2 The Contractor agrees that the systems operation room (which houses network equipment, servers and other centralized processing hardware) shall be accessible only by authorized IT personnel or executive management
- 14.3.4.3 In situations such as remote terminals, or office work sites where all the requirements of a secure area with restricted access cannot be maintained, the equipment shall receive the highest level of protection. This protection must include (where communication is through an external, non-organization-controlled network [e.g., the Internet]) multifactor authentication that is compliant with [NIST SP 800-63-3, Digital Identity Guidelines](#).
- 14.3.4.4 The Contractor shall protect information systems against environmental hazards and provide appropriate environmental protection in facilities containing information systems.

14.3.5 Logical/Information System Protections

- 14.3.5.1 The Contractor shall take all reasonable steps to ensure the logical security of all information systems used in the performance of this Contract, including:
- Independent oversight of systems administrators and programmers
 - Restriction of user, operator, and administrator accounts in accordance with job duties
 - Authentication of users to the operating system and application software programs
 - Adherence to OAG-approved access methods, and the protection and use of unique identifiers such as user identifications and passwords
 - Establishment of an authorization process for user access and privileges; any access not granted is prohibited
 - Maintenance of Access Protection Lists that details the rights and privileges with respect to each such user
 - Audit trails for user account adds, deletes, and changes, as well as access attempts and updates to individual data records
 - Protection to prevent unauthorized processing in or changes to software, systems, and OAG Protected Data and SAVNS Data in the production environment.

The Contractor shall implement protection for the prevention, detection and correction of processing failure or deliberate or accidental acts that may threaten the confidentiality, availability, or integrity of OAG Protected Data and SAVNS Data.

- 14.3.5.2 The Contractor shall implement counter-protection against malicious software on the Contractor's internal systems used in Contract performance.
- 14.3.5.3 The Contractor shall ensure that relevant Security Incidents are identified, monitored, analyzed, and addressed.
- 14.3.5.4 The Contractor shall apply a high-level of protection toward hardening all security and critical server communications platforms and ensure that operating system versions are kept current.
- 14.3.5.5 The Contractor shall adhere to mutually agreed upon procedures for authorizing hardware and software changes, and for evaluation of their security impact.

14.3.5.6 The Contractor shall institute a process that provides for immediate revocation of a user's access rights and the termination of the connection between systems, if warranted by the nature of any Security Incident.

14.3.6 Security Control Assessment

The Contractor will engage a third-party or independently complete an annual security assessment and produce a report. The Contractor will provide the annual assessment report to the OAG.

The Contractor will engage a third-party to conduct an annual SOC 2 Assessment and produce a report. The Contractor will provide the annual audit report to the OAG.

14.3.7 Cloud-Based Solutions

TX-RAMP certification is required for Cloud-based solutions. Current TX-RAMP certification requirements can be found at [Texas Risk and Authorization Management Program \(TX-RAMP\)](#), Texas Department of Information Resources.

Cloud-based solutions proposed by the Contractor must be FedRAMP authorized. TX-RAMP certification is also required for cloud-based solutions and will be granted for cloud-based solutions that have achieved a FedRAMP authorization.

14.3.8 Encryption

OAG Protected Data and SAVNS Data must be encrypted while at rest on any media (e.g., USB drives, laptops, workstations, and server hard drives), in transmission and during transport (i.e., the physical moving of media containing OAG Protected Data and SAVNS Data). OAG Protected Data and SAVNS Data must be encrypted using current FIPS-validated cryptographic modules. The OAG will specify the minimum encryption level necessary. Any change to this minimum encryption level will be communicated in writing to the Contractor by the OAG Contract Manager. The Contractor shall adhere to mutually agreed upon procedures for data transmission.

OAG Protected Data and SAVNS Data are not allowed on mobile/remote/portable storage devices; nor may storage media be removed from the facility used by the Contractor. The Contractor may submit, to the OAG Contract Manager, a written request for an exception to these prohibitions. A granted exception will be communicated in writing to the Contractor by the OAG Contract Manager. If OAG finds it necessary to allow storage media to be removed from a facility used by Contractor, OAG will specify the circumstance(s) under which storage media may be removed. This prohibition does not apply to Contractor Information Systems backup procedure.

14.4 Security Audit

14.4.1 Right to Audit, Investigate, and Inspect

Without requiring prior notification, the Contractor and the Contractor's Agents shall permit the OAG or the State Auditor of Texas, to:

- Monitor and observe the operations of, and perform security investigations, audits, and reviews of the operations and records of, the Contractor and the Contractor's Agents.
- Inspect its information system in order to assess security at the operating system, network, and application levels; provided, however, that such assessment shall not interfere with the daily operations of managing and running the system.
- Enter unannounced into the offices and places of business of the Contractor and the Contractor's Agents for a security inspection of the facilities and operations used in the performance of Contract Services. Specific remedial measures may be required in cases where the Contractor or the Contractor's Agents are found to be non-compliant with physical and/or data security protection.

14.4.1.1 Any audit of documents shall be conducted at the Contractor's principal place of business and/or the location(s) of the Contractor's operations during the Contractor's normal business hours and at the OAG's expense. The Contractor shall provide to the OAG and such auditors and inspectors as the OAG may designate in writing, on the Contractor's premises, (or if the audit is being performed of a Contractor's Agent, the Agent's premises, if necessary) space, office furnishings (including lockable cabinets), telephone and facsimile services, at least one (1) workstation connected to each Contractor system subject to the audit, utilities and office-

related equipment and duplicating services as the OAG or such auditors and inspectors may reasonably require to perform the audits.

- 14.4.1.2 The Contractor shall supply to the OAG and the State of Texas any data or reports rendered or available in conjunction with any security audit of the Contractor or the Contractor's Agents if those reports pertain, in whole or in part, to the Contract Services. This obligation shall extend to include any report(s) or other data generated by any security audit conducted up to one (1) year after the date of termination or expiration of the Contract.

14.5 Security Incidents

14.5.1 Response to Security Incidents

The Contractor shall detect and respond to Security Incidents which might occur. The Contractor shall respond to the Security Incident in accordance with the approved and agreed-upon Data Security Plan in Section 7.6.3. The OAG, in its discretion, may withhold 50% of the Contractor's monthly invoices for each month until an OAG-approved incident response plan is in place.

14.5.2 Notice

In the event of an OAG Protected Data and SAVNS Data Security Incident, physical or logical, risk mitigation and notification must be made within 24 hours of the discovery or possible discovery to the OAG CISO and the OAG Contract Manager, by telephone and by electronic mail, of the Security Incident and the initial risk mitigation steps taken.

Within twenty-four (24) hours of the discovery, the Contractor shall conduct a preliminary risk analysis of the Security Incident; commence an investigation into the incident; and provide a written report utilizing Attachment C, *Security Incident Report for Contractors and Vendors* to the OAG CISO, with a copy to the OAG Contract Manager fully disclosing all information relating to the Security Incident and the results of the preliminary risk analysis. This initial report shall include, at a minimum, the nature of the incident (e.g., data loss/corruption/intrusion), cause(s), mitigation efforts, corrective actions, and estimated recovery time.

- 14.5.2.1 Each day thereafter until the investigation is complete, the Contractor shall:

- Provide the OAG CISO, or the OAG CISO's designee, with a daily oral or electronic mail report regarding the investigation status and current risk analysis.
- Confer with the OAG CISO or the OAG CISO's designee, regarding the proper course of the investigation and risk mitigation.

- 14.5.2.2 Whenever daily oral reports are provided, the Contractor shall provide, by close of business each Friday, an electronic mail report detailing the foregoing daily requirements.

14.5.3 Final Report

Within five (5) Business Days of completing the risk analysis and investigation, the Contractor shall submit a written Final Report to the OAG CISO with a copy to the OAG Contract Manager, which shall include:

- A detailed explanation of the cause(s) of the Security Incident.
- A detailed description of the nature of the Security Incident, including, but not limited to, extent of intruder activity (such as files changed, edited or removed; Trojans), and the particular OAG Protected Data and SAVNS Data affected
- A specific cure for the Security Incident and the date by which such cure shall be implemented, or if the cure has been put in place, a certification to the OAG that states the date the Contractor implemented the cure and a description of how the cure protects against the possibility of a recurrence

- 14.5.3.1 If the cure has not been put in place by the time the report is submitted, the Contractor shall, within thirty (30) calendar days after submission of the Final Report, provide a certification to the OAG that states the date the Contractor implemented the cure and a description of how the cure protects against the possibility of a recurrence.

- 14.5.3.2 If the Contractor fails to provide a Final Report and Certification within forty-five (45) calendar days, or as otherwise agreed to, of the Security Incident, the Contractor agrees the OAG may exercise any remedy in equity, provided by law, or identified in the Contract.

14.5.4 **Independent Right to Investigate**

The OAG reserves the right to conduct an independent investigation of any Security Incident, and should the OAG choose to do so, the Contractor shall cooperate fully, making resources, personnel and systems access available.

14.6 Remedial Action

14.6.1 **Remedies Not Exclusive; Injunctive Relief**

14.6.1.1 The remedies provided in this section are in addition to, and not exclusive of, all other remedies available within this Contract, or at law or in equity. The OAG's pursuit or non-pursuit of any one remedy for a Security Incident(s) does not constitute a waiver of any other remedy that the OAG may have at law or equity.

14.6.1.2 If injunctive or other equitable relief is available, the Contractor agrees that the OAG shall not be required to post bond or other security as a condition of such relief.

14.6.2 **Notice and Compensation to Third Parties**

14.6.2.1 In the event of a Security Incident, third-party or individual data may be compromised, and the OAG and the Contractor agree that the actual harm to such third-parties caused by the Security Incident is difficult to estimate.

14.6.2.2 Furthermore, the OAG and the Contractor agree that a reasonable forecast of just compensation is for the Contractor to provide to individuals whose personal, confidential or privileged data were compromised or likely compromised as a result of the Security Incident:

- Notification of the event
- Actual damages sustained by the individual as a result of the Security Incident and any prescribed statutory damages
- One (1) year of credit monitoring services, at no cost to each such individual, entity, or the OAG

14.6.2.3 Subject to OAG review and approval, the Contractor shall provide notice of the Security Incident, with such notice to include:

- A brief description of what happened.
- A description, to the extent possible, of the types of personal data that were involved in the Security Breach (e.g., full name, SSN, date of birth, home address, account number, etc.)
- A brief description of what is being done to investigate the breach, mitigate losses, and to protect against any further breaches
- Contact procedures for those wishing to ask questions or learn additional data, including a toll-free telephone number, website and postal address
- Provide detailed instructions to take advantage of any credit monitoring or other service the Contractor shall offer
- Contact information for the Federal Trade Commission website, including specific publications

14.6.2.4 Notice of the Security Incident shall comply with [Section 504 of the Rehabilitation Act of 1973](#), with accommodations that may include establishing a Telecommunications Device for the Deaf (TDD) or posting a larger-type notice on the website containing notice. The Contractor and the OAG shall mutually agree on the methodology for providing the notice required in this subsection. Neither Party shall unreasonably withhold such agreement; however, the notice method must comply with the notification requirements of [Section 521.053, Texas Business and Commerce Code](#) (as currently enacted or subsequently amended). The Contractor must also comply with Section 521.053's "consumer reporting agency" notification requirements.

14.6.2.5 If the OAG, in its sole discretion, elects to send notice of the Security Incident in lieu of the Contractor sending notice, the Contractor shall reimburse to the OAG all costs associated with preparing and providing notice. If the Contractor does not reimburse such cost within thirty (30) calendar days of request, the OAG shall have the right to collect such cost by offsetting or reducing any future payments owed to Contractor.

14.7 Commencement of Legal Action

The Contractor shall not commence any legal proceeding on the OAG's behalf without the OAG's express written consent.

15 TERMS AND CONDITIONS

NOTE: Additional OAG Terms and Conditions are incorporated herein as Attachment A.



Summary Release Version



STATE OF TEXAS
OFFICE OF THE ATTORNEY GENERAL
RESPONSE TO RFO #302-25-02213

SYLOGIST

1. COMPANY QUALIFICATIONS

2025

Date of Submission
March 7, 2025

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This PDF Utilizes Bookmarks for rapid navigation and Appendices are included as labeled separate files.



Organizational Summary

SylogistGov, Inc. provides SylogistGov Victim Services Suite (VSS), the next-generation solution designed to transform victim notification and support services for criminal justice organizations. Unlike traditional victim notification systems, SylogistGov VSS goes beyond notifications, offering a comprehensive suite of tools and features tailored specifically to meet the needs of victim assistance programs and criminal justice organizations. SylogistGov VSS supports victim engagement strategies, case management, offender mediation, resource management, event management, grants management, and more through its modular approach.

Sylogist has successfully implemented VSS solutions for the states of Texas, Indiana, South Dakota, Virginia, and Oregon, and is in the planning phases of implementation in two new states in the first quarter of 2025. These implementations have included the replacement of existing victim notification system installations in 4 states. Leveraging this expertise, we are proposing the unification of Victim Notification in Texas under the Texas Department of Criminal Justice Integrated Victim Services System (IVSS). This unification will provide a single point of contact serving victims and interested parties seeking notification, services, and offender updates throughout the full criminal justice cycle, and even providing notification to victims if their tracked offender re-offends.

Sylogist has working partnerships and experience with a growing number of JMS (Jail Management System), OMS (Offender Management Systems), and CMS (Case/Court Management System) vendors, and its flexible API can translate and intake data from nearly any system, either through direct API or batch read interface. Sylogist's integration framework is highly adaptable, accommodating state-specific requirements by allowing rapid reconfiguration of workflows and data mappings. This ensures compatibility with various data schemas and operational processes and makes legislative and regulatory changes easy and affordable to integrate. The platform also provides near-real-time notifications based on custody changes, court events, and other key triggers, with robust validation processes to maintain data accuracy and reduce erroneous alerts.

SylogistGov is confident that we can meet the requirements of the RFP through existing system capabilities, and with limited configuration and customization.

SylogistGov VSS Climbs Above the Rest in Victim Services

While able to meet the capabilities of other systems, SylogistGov VSS brings a host of capabilities that no other commercially available victims notification system provides, including:

- The ability to report any data including charting and analysis and build your own reporting queries, to save the reports for reuse as needed, and to share such reports with others. This reporting capability goes way beyond the simple queries you get now, where you can filter for one or two attributes.
- The ability for a victim to register only once and be provided ongoing notification for an offender/defendant no matter how much time since the last incarceration.

- The ability for victims to specify days on which they do not want to receive non-emergency notifications.
- The ability for victims to specify what methods of notification (e.g., just this email address, just text for this phone number) they wish to receive after hours notifications should one occur.
- The ability for victims to specify what methods of notification should be used for each category of notification.
- The ability for victims to view recent notifications from their portal dashboard and to stop notification calls from their portal account.
- The ability to let victims define their relationship with the offender/defendant.
- The ability to allow local victim/witness staff to proxy register a victim and validate their victim status.
- The ability for victims or their proxies to identify the types of crime involved.
- The ability to provide additional types of notifications to validated victims.
- The ability to manually create a notification concerning one or many offenders/defendants.
- The ability to modify notifications including: the ability to review the text of a notification before sending it, the ability to modify the text of a notification, including all text components, as needed, and the ability to add special text statements that can be injected into specific event notifications.
- The ability to change the re-call schedule for phone calls.
- The ability to specify how many voicemails should be left on a phone number for a notification.
- The ability to allow victims to confirm phone calls without having to remember a PIN code.
- The ability to change the re-call schema if a notification voicemail was provided.
- The ability to stop calling all phones for a victim once a notification is confirmed on one of the phones.
- The ability to determine if the victim received notification some other way when one method fails.
- The ability to track and view every communication with a victim.
- The ability to trace a notification all the way back to the raw data provided by the agency.
- The ability to see all email and text notifications that are returned undeliverable and to see replies to emails and texts.
- The ability to set alert thresholds on the count of each notification event.
- The ability to set wait times for a type of notification
- The ability to specify types of delivery allowed for notification events.
- The ability to add new types of notifications and develop the message text for them.
- The ability to add links, FAQs, news items, downloadable publications, and other content to the portal without vendor assistance.

- The ability for resource providers to apply for inclusion in a provider directory and to manage the provider information.
- The ability to have a portal that is unique to the state/agency, to determine what can or should appear in the portal, to define the presentation of information, and for which new content and features can be added specific to the state/agency.
- The ability to extend the solution and add new features quickly.
- The ability to conduct a spontaneous outreach to victims, providers, or anyone else in the system based on common information (crime type, service provided, etc.)

A Unified Extensible Suite of Services

SylogistGov VSS is a sophisticated suite of modules that can be added on after the original system implementation. Though the installation begins with the Victim Notification product, the Case Management system upon which it is built, and the portal, the system is then extendable with affordable modules that support a variety of victim services and restorative justice capabilities.

The vision for SylogistGov VSS is to provide a single location for victims of crime to access all of their needs from services, to notification, to restorative justice, to compensation and restitution, and more. We want to end the era of victims being required to reach out to numerous agencies and non-profits just to learn and apply for services that that state laws and constitutions entitle them too.

Here are a few highlights of the service modules we provide:

Victim/Offender Dialog:

Amongst the restorative justice practices VOD is one of the most powerful, but also one that comes with significant risks. Our VOD module was developed in partnership with the Texas Department of Criminal Justice, who have set the standard for the field. It provides a safe and controlled environment that prevents excess, unwanted, or accidental contact, and the ability to review and monitor exchanges to ensure that the safety, well-being and rights of all parties are protected.

Victim Compensation and Restitution:

The newest tool in the VSS set is our Victims Compensation System allowing the management of Victims Compensation Claims in addition to restitution and recovery. With an existing victim and offender database, managed safely in state hands, the compensation module can work in concert with the rest of the VSS suite to provide a powerful tool for both managing claims and managing the collection and payout of court ordered restitution.

Case Management:

Though part of the base solution, the inclusion of case management cannot be ignored. Allowing victims services staff to support access to services for victims of crime, collect



important reporting data for state required or federal VOCA reports, and provide a continuous linkage between victims and their advocates, the SylogistGov VSS Case Management system goes far beyond its competitors.

A System that puts Safety, Security, and State Control First

In a time when security breaches are common and data management by external vendors is frequently suspect, Sylogist offers a solution that puts security first, and directly in the hands of the state that owns it. Installed in a FedRAMP/FISMA certified and state-owned Microsoft Government Community Cloud tenant owned by the Texas Department of Criminal Justice, you will have complete visibility and transparency in how your data is handled and where it is stored. Served by SylogistGov VSS, victim and offender data in Texas:

- Will NEVER leave the bounds of state and government owned systems and file stores.
- Will ALWAYS be available, accessible, and under control of State of Texas staff.
- Will NEVER be shared, mined, transferred, used as the basis for other products, or otherwise commodified by Sylogist (unless explicitly directed to by the state).

Prior Implementations

Indiana Department of Correction (IDOC)

IDOC replaced the VINE system due to security, cost, and reliability issues. Sylogist implemented the core of a new notification system in seven weeks, improving customization and service for victims. The system enhanced victim notifications, law enforcement alerts, facility emergency alerts, sex offender registration processes, parole hearing management, and victim outreach efforts. It also set the foundation for expanding justice system capabilities with expansions and enhancements continuing today.

Texas Department of Criminal Justice (TDCJ)

TDCJ replaced VINE with the VSS powered IVSS solution that integrated the Texas Crime Victim Clearinghouse and Victim Offender Mediation Dialogue (VOMD). The Integrated Victim Services System improved data visibility, interoperability, and privacy. It introduced individual and general notifications, allowing for tailored notifications based on victim relationships or requests.

Virginia Department of Corrections (VADOC)

VADOC implemented VSS as a notification and case management solution to replace VINE and enhance victim services collaboration across state agencies. The system improved transparency, reporting, and agency-specific features, including collaboration spaces for the Virginia Parole Board and Attorney General's Office. It introduced blackout logic for contact-free days and agency-specific notification formats.

Oregon Department of Corrections (ODOC)

ODOC sought a transparent and flexible victim notification system with improved data protection to replace the VINE system. The system allows for manual outreach during emergencies (e.g., wildfire evacuations) and enables victims to customize after-hours notification preferences. The success



of the system has lead to statewide expansion and continued planning for new features such as linkage to state Medicaid databases to ensure federal compliance with requirements for incarcerated individuals.

South Dakota Attorney General's Office

Unlike other states, South Dakota did not replace an existing system but implemented a victim services solution based on Indiana's SAVIN Dynamics template. It introduced victim verification, limited notification options for interested parties, and specialized law enforcement and attorney portals. The system integrated with USDOJ data exchange standards and featured automated phone notifications and proxy registration.

Your Core Sylogist Implementation Team

The SylogistGov VSS delivery team brings decades of experience with a PMP certified Delivery Director bringing 27 years of experience, a product owner and lead engineer with 30 years experience in development and delivery, a solution architect with 24 years experience, and our contract manager and client service partner who bring 20 years of public sector victim services and public safety experience. Our dedicated team is public service focused, and ready to deliver a unified system for the state of Texas.

What our Customers Say

"This system revolutionized our Victim Services Unit and what we are able to offer victims. There is not enough space to express our gratitude and appreciation for the system's capabilities."

Amber Leake

Victim Services Director

Virginia Department of Corrections

Amber also recently said at a National Association of Victim Assistance in Corrections meeting about the change to the Sylogist solution: *"I had a Pinto, I asked for a Camry, I got a Lamborghini!"*

"This allows ODOC to manage the notification system utilizing best practices, emergency management protocols, and maintains 100% control of its content. "

Parrish VanWert

Correctional Service Division Contracts Administrator

Oregon Department of Corrections

"We were able to configure and implement the system in a very short timeframe while working with and migrating from antiquated legacy systems within our agency. I cannot imagine working this well with any other vendor."

Angie McCown

Victim Services Division Director

Texas Department of Criminal Justice

At the end of the day SylogistGov VSS provides the most flexible and transparent notification capability on the market, all while ensuring state ownership of your data. We thank you for the consideration of the Sylogist offer and look forward to continuing to provide Texans with the best in victims services.



Description of Offeror's Business and Legal Relationships

1. Offeror shall provide a description of the business (and if this is a joint venture, describe all businesses involved in the venture) including:

Business name: SylogistGov, Inc.

Address: 10354 W. Chatfield Avenue, Suite 200, Littleton, CO 80127

Type of Organization: C-Corporation

Date of formation: 08-28-1989

State of Charter and Corporate charter number: Delaware – File#: 2206174

FEIN: 52-1664004

Description:

Located in Littleton, CO, SylogistGov Inc., (www.sylogist.com), is a well-established and profitable business that has been serving federal and state government agencies, as well as not-for-profit/NGO organizations across the United States. We operate globally with 200 employees and supporting governments and non-profits in the United States, Canada, and the United Kingdom.

Sylogist specializes in providing comprehensive solutions for the public sector. With over 2,000 customers globally, including all levels of government, non-profit and non-governmental organizations, educational institutions, and public compliance-driven and funded companies, we have a proven track record in delivering successful solutions. Our company maintains industry-leading profitability, a strong balance sheet, a history of successful acquisitions, and a portfolio of mission-critical SaaS solutions.

Since July 2010, Sylogist has been offering Victim Notification Systems, successfully transitioning states such as Indiana, Texas, Virginia, and South Dakota to our SylogistGov Victim Services Solution. As a trusted Microsoft partner, we leverage Microsoft Dynamics 365 CRM and SharePoint at the core of our proprietary intellectual property. SylogistGov is highly regarded for its enterprise-level case management, grantor money management, and justice solutions.

To ensure the highest quality and value in our operations, we maintain a dedicated and experienced staff of public sector and nonprofit accounting professionals across all primary disciplines within our company. From Executive Management to Sales, Marketing, Client Services, Customer Care, and Research and Development, our team possesses the expertise necessary to deliver successful projects. With a focus on publicly funded organizations, Sylogist offers a unique blend of experience and subject matter expertise, reducing the overall risk associated with Victim Notification projects. Our staff boasts an average tenure of 9 years for both professional services and technical support. Moreover, our solution framework aligns with Microsoft's extensive research

and development investments in the Dynamics 365 application platforms, providing unparalleled investment protection.

2. Offeror shall provide the name(s) and provide a description(s) of any relationship(s) with any individual or entity that are, or may be, in any way related, directly or indirectly, in Preparation of a response and/or Performance of contract. This requirement to disclose and describe information includes any individual(s) and/or entity(ies) that provide financing or otherwise financially support, or expect to financially support, the Offeror in its performance of services under the Contract. If the business is a division or subsidiary of any other organization, the summary shall include the following information about the parent organization:

Business name: Sylogist Ltd

Address: Suite 401, 5920-1A Street SW Calgary, AB T2H 0G3

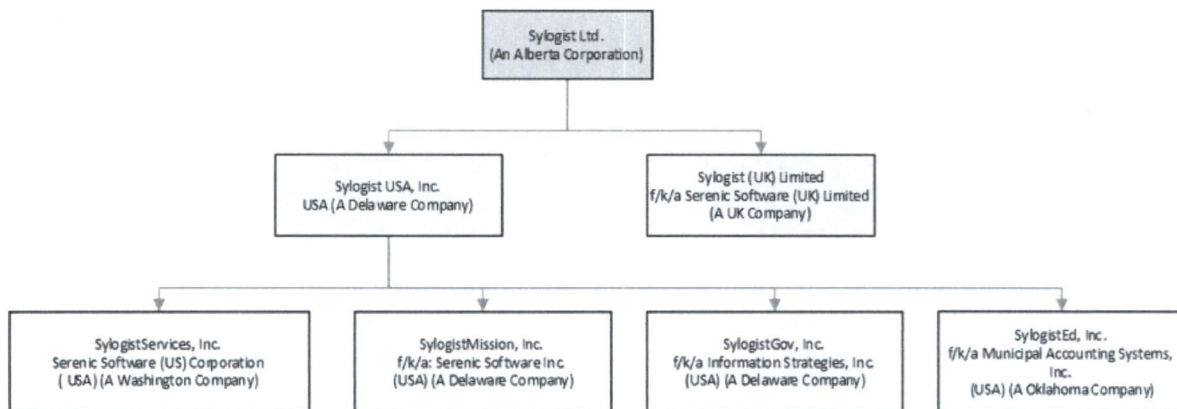
Type of Organization: C-Corporation

Date of formation: 01-01-2008

State of Charter and Corporate charter number: Alberta & Corporate Access Number: 2013692831

FEIN: N/A

Description:



Sylogist Ltd., provides mission-critical SaaS solutions to over 2,000 public sector customers globally across the government, non-profit, and education market segments. The Company's stock is traded on the Toronto Stock Exchange under the symbol SYZ. In addition, Sylogist Ltd. is the ultimate parent company to SylogistGov Inc. Information about Sylogist, inclusive of full financial statements together with Management's Discussion and Analysis, can be found at



www.sedarplus.ca or at www.sylogist.com.

Description of Contractors

Business name: Westpark Communications, L.P.

Address: 8917 Louetta Rd Suite 400, Spring, TX 77379

Type of organization: Call Center

Date of formation: March 1, 1968

State of charter and corporate charter number: Texas, 800903255

Listing of each principle partner or officer:

- Ted Edwards, Partner
- Edna Wesneski, Partner

Joshua Patten, Officer

FEIN: 26-1490834

Description of Services: Westpark Communications provides call center support for the SylogistGov VSS solution, and comprises approximately 7% of the contribution to the financial scope of the project. Westpark serves only as a call center, and does not implement or provide system or exchange support.

Past Performance References

Please see Forms C submitted as part of the online submission of this document for Sylogist's references, and Form E submitted providing release of liability.

SAVNS FORM B PRICING SUMMARY TABLE

Pricing Tiers	Population Start	Population End	Startup & Implementation Costs*	Annual Jail Service Fee	Annual Court Service Fee*	Total Annual Fee per Tier (both Jails and Courts)
0	5,000,000	Unlimited	\$3500	\$130,655	\$33,451	\$164,116
1	3,000,000	4,999,999	\$2500	\$102,774	\$26,186	\$128,960
2	2,000,000	2,999,999	\$2500	\$74,465	\$18,966	\$93,431
3	1,000,000	1,999,999	\$2500	\$52,227	\$12,995	\$65,222
4	400,000	999,999	\$1750	\$36,731	\$9,139	\$45,870
5	250,000	399,999	\$1750	\$24,445	\$6,194	\$30,639
6	100,000	249,999	\$1750	\$12,268	\$3,052	\$15,320
7	50,000	99,999	\$1750	\$8,394	\$2,088	\$10,482
8	20,000	49,999	\$1500	\$5,452	\$1,180	\$6,632
9	0	19,999	\$1500	\$3,444	\$857	\$4,301

*Startup & Implementation costs are waived for all present participants in the OAG SAVNS Grant program who participate in Phase I of the project.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Permission to Advertise RFP #CIP 25-580 Ferrill Creek Road Reconstruction.

TO: Commissioners Court

FROM: Kaitlyn Battles

DATE: 05/08/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS:

Brazos County Road & Bridge is requesting to advertise the full-depth reconstruction of approximately 5,800 linear feet of Ferrill Creek Road, beginning at the intersection of FM974/Tabor Road and extending southeast located in Precinct 2.

The reconstruction is necessary due to the chip seal pavement has deteriorated due to age, weather, and heavy farm-to-market traffic, making it critical to improve safety, enhance drainage, and ensure long-term serviceability.

ATTACHMENTS:

File Name

[Request to Advertise.pdf](#)

Description

Request to Advertise

Type

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: May 13, 2025

RFP NUMBER: CIP 25-580

TITLE: Ferrill Creek Road Reconstruction

REQUESTING DEPARTMENT: Road & Bridge

APPROVAL SIGNATURE: _____

Duane Peters
Duane Peters, County Judge

*County Judge
Duane Peters*

DATE APPROVED: _____

May 13, 2025



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval of the following committee for RFP #CIP 25-580 Ferrill Creek Road Reconstruction.

- a. Jimmy LeFlore - General Superintendent - Road & Bridge
- b. William "Bill" Hadley - Capital Project Manager - Road & Bridge
- c. Robert Perry - Area Supervisor - Road & Bridge
- d. Purchasing (Non-Voting)
- e. Legal (Non-Voting)
- f. GLS - Engineer of Record (Non-Voting)

TO: Commissioners Court

FROM: Kaitlyn Battles

DATE: 05/08/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: This committee will evaluate the proposals that are received for the rebuild of Ferrill Creek Road for the Road & Bridge Department. This project consists of a full-depth reconstruction of approximately 5,800 linear feet of Ferrill Creek Road, beginning at the intersection of FM974/Tabor Road and extending southeast located in Precinct 2.

The reconstruction is necessary due to the chip seal pavement has deteriorated due to age, weather, and heavy farm-to-market traffic, making it critical to improve safety, enhance drainage, and ensure long-term serviceability.



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BRYAN, TEXAS**

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ATTACHMENTS:

File Name

Description

Type

No Attachments Available

APPROVED

Wanda J. Watson 5/13/25
Duane Peters County Judge Date
County Judge *Wanda J. Watson*



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC2025 7-11 Ranch Ph 1 Lot 6R - A Replat of Lots 6 and 7

DATE OF COURT MEETING: 5/13/2025

ITEM: Request approval of the Final Plat of 7-11 Ranch Phase 1 Lot 6R being a Replat of Lots 6 and 7; 17.337 Acres; Thomas Mays Survey, A-160; Brazos County, Texas. Site is located in Precinct 1.

TO: Commissioners Court

FROM: Karen Tyler

DATE: 05/08/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS:

1. Department requesting Agenda Item: Road and Bridge
2. Department impacted by Agenda Item: Road and Bridge
3. Brief explanation of Agenda Item and whether or not it is in the current year's budget: The submittal is a Replat of 2 Lots into 1 Lot in an existing subdivision located off SH 6 South; plat approval does not impact the current budget
4. Consequences for failing to approve Agenda Item:
5. Deadline for Item Approval: 5/13/2025
6. Site of work being performed, if applicable: Same as #3

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Plat Application 7-11 Ranch Ph 1 Lot 6R.pdf	Application for Development	Backup Material
7-11 Ranch Ph 1 Lot 6R- Replat Lots 6 and 7 - 2025-05-08.pdf	Plat	Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

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6. Site of work being performed, if applicable: Same as #3

ATTACHMENTS:

File Name

Description

Type

Plat Application 7-11 Ranch Ph 1 Lot 6R.pdf

Application for Development

Backup Material

7-11 Ranch Ph 1 Lot 6R-
Replat Lots 6 and 7 - 2025-05-08.pdf

Plat

Backup Material

APPROVED

Quane Peter 5/13/25
County Judge Date
County Judge *Quane Peter*

**Brazos County Road & Bridge Office**

2617 SH 21 West

Bryan, TX 77803

Telephone: (979) 822-2127

Fax: (979) 775-0456

Email: plats@brazoscountytexas.gov**PLAT APPLICATION**

SUBJECT PROPERTY INFORMATION	
APPLICATION DATE *: February 28, 2024	RESUBMITTAL: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
PROJECT / SUBDIVISION NAME: Lot 6R, 7-11 Ranch Phase 1 Replat	
PROJECT ADDRESS OR LOCATION: 1303 Paradise Way	
LEGAL DESCRIPTION: Lots 6 & 7, 7-11 Ranch Phase 1, Property ID: 40535 & 40534	
IF RESUBMITTAL, PROJECT FORMERLY KNOWN AS:	
NUMBER OF LOTS: 1	TOTAL ACREAGE 17.337
JURISDICTION: <input type="checkbox"/> CITY LIMITS <input type="checkbox"/> ETJ <input checked="" type="checkbox"/> OUTSIDE ALL CITY LIMITS AND ETJs	

* Notification of Application completeness will be given within 10 days of Application date. All incomplete Applications will be rejected. This Application shall expire five (5) years from the Application date of the project.

TYPE OF APPLICATION		
<input type="checkbox"/> MASTER PLAN	<input type="checkbox"/> SIMPLIFIED PLAT	<input type="checkbox"/> PRELIMINARY PLAN
<input type="checkbox"/> FINAL PLAT	<input type="checkbox"/> AMENDING PLAT	<input checked="" type="checkbox"/> REPLAT

APPLICATION PURPOSE		
<input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> MANUFACTURED HOME RENTAL COMMUNITY	<input type="checkbox"/> COMMERCIAL
<input type="checkbox"/> OTHER (Please explain):		

FLOODPLAIN	
IS ANY OF THE PROPERTY LOCATED IN A FLOODPLAIN OR FLOOD HAZARD AREA?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Acknowledgment: The flood hazard boundary maps and other flood data used by Brazos County in evaluating flood hazards to proposed Developments are considered reasonable and accurate for regulatory purposes and are based on the best available scientific and engineering data. On rare occasions greater floods can and will occur and flood heights may be increased by man-made or natural causes. Issuance of a Floodplain Permit in accordance with the Brazos County Flood Damage Prevention Ordinance does not imply that Development outside the areas of special flood hazard will be free from flooding or flood damage. Issuance of a permit shall not create liability on the part of Brazos County or any officer or employee of Brazos County in the event flooding or flood damage does occur.	

TxDOT RIGHT-OF-WAY	
WILL ANY CONSTRUCTION OCCUR IN TxDOT RIGHT-OF-WAYS?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

DIGITAL FILE SUBMISSION		
COUNTY ENGINEER	<input type="checkbox"/> ADOBE (.pdf file) <input type="checkbox"/> AutoCAD (.dwg file)	(Email To: plats@brazoscountytexas.gov)
911 ADDRESSING	<input type="checkbox"/> ADOBE (.pdf file) <input type="checkbox"/> AutoCAD (.dwg file)	(Email To: gis@brazoscountytexas.gov)

CONTACT INFORMATION

APPLICANT INFORMATION		
FIRM NAME: B&T Realty LLC		
CONTACT: Charlie White		
ADDRESS: 3307 Willow Ridge Dr.		
CITY: Bryan	STATE: TX	ZIP: 77807
PHONE: 281-844-8407	FAX:	
EMAIL: charlesfwhite3@gmail.com		

PROPERTY OWNER INFORMATION		
FIRM NAME: Same as Property Owner / Applicant Above		
CONTACT:		
ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	FAX:	
EMAIL:		

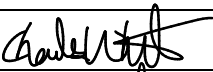

ENGINEER INFORMATION		
FIRM NAME: McClure & Browne Engineering/Surveying, Inc.		
CONTACT: Jeff Robertson		
ADDRESS: 1008 Woodcreek Dr. Suite 103		
CITY: College Station	STATE: TX	ZIP: 77845
PHONE: (979) 693-3838	FAX:	
EMAIL: jeffr@mcclurebrowne.com		

SURVEYOR INFORMATION		
FIRM NAME: McClure & Browne Engineering/Surveying, Inc.		
CONTACT: Cody Karisch		
ADDRESS: 1008 Woodcreek Dr. Suite 103		
CITY: College Station	STATE: TX	ZIP: 77845
PHONE: (979) 693-3838	FAX:	
EMAIL: codyk@mcclurebrowne.com		

OTHER INFORMATION		
FIRM NAME: McClure & Browne Engineering/Surveying, Inc.		
CONTACT: Greg Hopcus		
ADDRESS: 1008 Woodcreek Dr. Suite 103		
CITY: College Station	STATE: TX	ZIP: 77845
PHONE: (979) 693-3838	FAX:	
EMAIL: gregh@mcclurebrowne.com		

PROPERTY OWNER CONSENT / AGENT AUTHORIZATION

By my signature, I hereby affirm that I am the property Owner of record, or if the Applicant is an organization or business entity, that authorization has been granted to represent the Owner, organization or business in this Application. I certify that the preceding information is complete and accurate, and it is understood that I agree to the Development/Subdivision of this property.

SIGNATURE: 	PRINTED NAME: Charles White	DATE: 10/09/2024
SIGNATURE: 	PRINTED NAME: Charles White	DATE: 10/09/2024

By signing this form, the Owner of the property authorizes Brazos County to begin proceedings in accordance with the process for this type of Application indicated on page one of this Application. The Owner further acknowledges that submission of an Application does not in any way obligate the County to approve the Application and that although County staff may make certain recommendations regarding this Application, the Commissioner's Court may not follow that recommendation and may make a final decision that does not conform to the staff's recommendation.

CALCULATIONS OF FEES

MASTER PLAN:	No charge	SIMPLIFIED PLAT:	\$100	PRELIMINARY PLAN:	\$150 + \$10 per lot
FINAL PLAT:	\$200 + \$20 per lot	AMENDING PLAT:	\$100	REPLAT:	\$200

RECEIPT BY BRAZOS COUNTY (Official Use Only)

DATE APPLICATION RECEIVED: ____ / ____ / ____	DATE APPLICATION RECEIVED / REJECTED: ____ / ____ / ____
SIGNATURE:	SIGNATURE:

Receipt of this Application by Brazos County does not provide confirmation or acceptance of a complete Application, nor does it waive requirements for any additional information not contained as part of this Application which may also be needed as a part of the review process.

Application Check List:

Copies of finished plat with corrections (if any):

- ☐ Three (3) hard copies to Brazos County
- ☐ One (1) .pdf copy to Brazos County
- ☐ One (1) .dwg copy to Brazos County
- ☐ One (1) hard copy to Brazos County Health District
- ☐ One (1) hard copy to Brazos County 911
- ☐ One (1) hard copy to local Water District or Company

Letters of approval (to be sent by the approving institution directly to Brazos County Engineering):

- ☐ Letter from Brazos County Health District - For On-site sewage evaluation.
- ☐ Letter from Brazos County 911 - For Road names.
- ☐ Letter from Water District or Company. - Stating water availability, etc.

If property is within an Extraterritorial Jurisdiction (ETJ) of a City:

- ☐ Approval notification from appropriate City.

Applicant attests that they have signed this Application in the capacity designated, if any, and further attests that they have read document and the statement contained herein and any attached are true and factual. All Applicants are encouraged to review the County Regulations prior to any plat submittal. It is understood that this Application is not finished or dated until all documents listed above are filed at the Brazos County Engineering Office and all applicable blanks are filled in the Application above.

SIMPLIFIED FINAL PLAT REQUIREMENTS

Every Simplified Plat shall include all of the following:

- ☐ Title Block with the following information:
 - ☐ Name, address, telephone and email address of Subdivider, recorded Owner, Engineer and surveyor.
 - ☐ Proposed name of Subdivision. (Subdivision name & Street names will be approved through the Brazos County 911.) (Replats need to retain original Subdivision name.)
 - ☐ Date of preparation. (Include the date of any revisions on the plat.)
 - ☐ Engineer's scale in feet.
 - ☐ Total area intended to be developed.
 - ☐ Proposed number of Lots to be developed.
 - ☐ Re-plat or Amending Plat, existing Lot and Block description or Abstract name and number.
- ☐ North arrow.
- ☐ Drawn on 24" x 36" sheet to scale of 100-feet per inch or larger.
- ☐ Subdivision boundary indicated by heavy lines. Boundary must include all of Parent Tract.
- ☐ All horizontal control and vertical elevations depicted on the plat shall be tied to NAD83 and NAVD 1988 Datum.
- ☐ A vicinity map, drawn at a scale appropriate to show all nearby major Roadways and sufficient in detail to identify the location of the proposed plat.
- ☐ All adjacent property Owner's names, deed record, or Subdivision name, Block and Lot number, and existing use.
- ☐ All parcels within the boundary of the Subdivision shall have a Block and Lot number shown on the face of the plat drawing.
- ☐ County boundaries, City limits, Extraterritorial Jurisdiction (ETJ) boundaries, school district boundaries and Subdivision section and/or phase boundaries.
- ☐ Road names and Right-of-Way width for all Roads. (Existing and proposed)
- ☐ All existing and proposed plat boundary lines, phase/section lines, and Lot lines with bearings and dimensions.
- ☐ Utility Services. (Water, wastewater, electrical, natural gas, cable, phone, etc.)
- ☐ Pipelines: label company with volume and page.
- ☐ All certification language as found in Appendix C.
- ☐ Easements and rights-of-way shall be dedicated to the public. The dedication of all Easements and rights-of-way shall be accomplished free of liens. The dedication shall be accompanied by the Certificate of Ownership and Dedication language found in Appendix C. The Owner's and any lien holder's dedication, and restrictions if any duly acknowledged in the manner required for acknowledgement of deeds, shall also be provided.
- ☐ All proposed Easements and existing Easements of record that have a designated route shall be shown on the plat with bearings and dimensions. The Owner shall be responsible for coordinating with all Utility Providers the location of all utility Easements that are shown on the Final Plat.
- ☐ Building Setback Lines for each proposed Lot as defined herein. For Subdivisions located within an Extraterritorial Jurisdiction (ETJ), this may be shown on the drawing or included as a plat note.
- ☐ Metes and bounds description of the property to be subdivided shall be certified by a Registered Professional Land Surveyor (RPLS), describing a beginning point and reciting bearings and

distances to a corner of the original land grant survey of which the Subdivision is a part, according to the best available data. (Shown on drawing; not separate description)

- ☐ All Subdivision external corners, angle points, points of curvature and points of tangency shall be set by a Registered Professional Land Surveyor (RPLS) before the plat is recorded and shall be a TxDOT "Light Duty Setting" monument with an aluminum or bronze disk as specified in Appendix C of the TxDOT Survey Manual of April 2011. Alternately, Bernsten® Standard Aluminum Base monument (or equivalent as approved by the County Engineer) embedded and backfilled with compacted sand may be used. All Daughter Lots, Blocks and rights-of-way within the Subdivision shall be fully monumented in compliance with the Texas Board of Professional Land Surveying Act and the Board Rules set by a Registered Professional Land Surveyor (RPLS) before the plat is recorded.
- ☐ Primary control points or descriptions and ties to such control points, to which, later, all dimensions, angles, bearings, Block numbers, and similar data shall be referred. The plat shall be located with respect to a corner of the surveyor tract, or an original corner of the original survey of which it is a part. All boundaries shall be tied to a County control monument.
- ☐ The plat note regarding Owner's responsibilities as found in Appendix G.4, if not contained in the Owner's dedication.
- ☐ The On-site Sewage Facility (OSSF) setback as required by the Brazos County Health District.
- ☐ The location, zone classification and panel Effective Date of the 100-Year Floodplain as identified on the most current Brazos County Flood Insurance Rate Map (FIRM), published by the Federal Emergency Management Agency (FEMA).
- ☐ If there are any areas within the plat that include a FEMA-mapped Floodplain with a Zone A classification, or if there exists within or adjacent to the plat any water courses whose upstream drainage basin is larger than 64 acres, the plat shall also show the extent of the 100-Year Floodplain as determined by an engineering study under the seal of a Registered Professional Engineer. This study shall be sufficient in scope to determine and establish a BFE for all points within the plat.
- ☐ BFE's shall be shown for all points within the plat, as determined by the results of an engineering study. For plats where a FEMA-mapped Floodplain with a Zone AE classification exists within the plat, the BFE established by the accompanying FEMA- published flood study may be substituted for the engineering study.
- ☐ A minimum lowest finished floor elevation (FFE) for Buildings shall be established for each Lot within the plat. This minimum FFE shall be twelve (12) inches higher than the highest spot elevation that is located within five (5) feet outside the perimeter of the Building, or two-feet above the BFE, whichever is higher.
- ☐ If any areas within the plat include a 100-Year Floodplain (as determined by the results of an engineering study or as established by FEMA), a benchmark shall be established by the Owner within or immediately adjacent to the boundary of the plat. The location, description and elevation of the benchmark are required to be identified on the face of the plat. The elevation of this benchmark shall utilize the same vertical datum as that used in the engineering study to determine the FFE.
- ☐ A separate drawing containing both existing and proposed topographic information at 2-FT contour intervals along with the plat boundaries, Easement locations (existing & proposed), and culverts (existing & proposed).
- ☐ The certification language as found in Appendix C for both the Commissioner's Court approval and the County Clerk's filing certificate shall be located on the face of the plat. These signatures shall be obtained after approval by the Brazos County Commissioner's Court.
- ☐ If any Lot within the plat will be served by a well or an On-site Sewage Facility (OSSF), a letter must be provided by the Brazos County Health District stating they have examined the plat and that it is in compliance with the Brazos County On-site Sewage Facility (OSSF) Regulations, Construction Standards for On-site Sewage Facility (OSSF) Regulations as published by the Texas Commission on Environmental Quality (TCEQ). This letter must be signed by a representative of the District prior to Final Plat approval.

- ☐ If the plat contains a water well site, there shall be a depiction of the TCEQ separation requirements per Title 30, Part 1, Chapter 290, Subchapter D Rule §290.41.
- ☐ If rural route mailboxes are proposed, the plat note as found in Appendix G.2 for placement of such mailboxes shall be shown on the face of the plat.
- ☐ If any areas of the plat are located outside of all incorporated areas, the plat note as found in Appendix G.1 regarding the requirement to obtain a unique Development Permit from the Brazos County Floodplain Administrator prior to locating or altering a structure or land shall be placed on the plat.
- ☐ It is the responsibility of the Owner to assure that the proposed name of the Subdivision is not duplicated. Subdivisions with different sections are considered unique. The Owner shall check with the County Clerk's records for verification.
- ☐ Driveway culverts for all Lots shall be designed by a Licensed Professional Engineer.
- ☐ If entrances or driveways are proposed fronting Texas Department of Transportation (TxDOT) controlled highways, farm-to-market Roads, or others, copies of correspondence with TxDOT are required to be submitted with the Preliminary Plan stating that the general entrance or driveway configuration is within TxDOT's guidelines. Formal approval of the layout from TxDOT is required prior to approval of Final Plat.
- ☐ The diameter and length for each driveway culvert shall be shown on a table on the plat. This information shall also be placed in the deed restrictions for the Lots in the Subdivision.
- ☐ The Owner shall provide a letter of serviceability from an entity or entities providing water service or a letter stating that no service is available within 300 feet of the Subdivision and certifying that the Lots are suitable for private wells.
- ☐ Any Improvements proposed within the Right-of-Way including, but not limited to, irrigation, landscaping, sidewalks, Subdivision identification signs, etc. shall be maintained in accordance with an executed license agreement between the County and the Owner.
- ☐ This check list along with the required copies of the plat shall be submitted to the County Engineer for approval.
- ☐ Location and size of all existing and proposed subsurface and surface water drainage facilities, including water bodies on or immediately adjacent to the subject property and detention basins, if needed.
- ☐ All existing and proposed water courses or manmade drainage channels shall be located within a Common Area to be maintained by Owner.

MASTER PLAN / PRELIMINARY PLAN REQUIREMENTS

Every Master Plan / Preliminary Plan shall include all of the following:

- ☐ Title Block with the following information:
 - ☐ Name, address, telephone and email address of Subdivider, recorded Owner, Engineer and surveyor.
 - ☐ Proposed name of Subdivision. (Subdivision name & Street names will be approved through the Brazos County 911.)
 - ☐ Date of preparation. (Include the date of any revisions on the plan.)
 - ☐ Engineer's scale in feet.
 - ☐ Total area intended to be developed.
 - ☐ Proposed number of Lots to be developed.
 - ☐ Abstract name and number.
- ☐ The Preliminary Plan shall carry the legend "PRELIMINARY PLAN FOR REVIEW PURPOSES ONLY".
- ☐ North arrow.
- ☐ Drawn on 24" x 36" sheet to scale of 100-feet per inch or larger.
- ☐ Subdivision boundary indicated by heavy lines. Boundary must include all of Parent Tract.
- ☐ All horizontal control and vertical elevations depicted on the plan shall be tied to NAD83 and NAVD 1988 Datum.
- ☐ A vicinity map, drawn at a scale appropriate to show all nearby major Roadways and sufficient in detail to identify the location of the proposed plan.
- ☐ All adjacent property Owner's names, deed record, or Subdivision name, Block and Lot number, and existing use.
- ☐ All parcels within the boundary of the Subdivision shall have a Block and Lot number shown on the face of the plan drawing.
- ☐ County boundaries, City limits, Extraterritorial Jurisdiction (ETJ) boundaries, school district boundaries and Subdivision section and/or phase boundaries.
- ☐ Road names and Road designation (whether the Road will be public or privately owned), pavement width and Right-of-Way width for all proposed Roads within and all existing Roads abutting the plan. (Proposed and existing)
- ☐ All existing and proposed plan boundary lines, phase/section lines, and Lot lines with bearings and dimensions.
- ☐ Utility Services. (Water, wastewater, electrical, natural gas, cable, phone, etc.) (Existing and proposed.)
- ☐ Pipelines: label company with volume and page.
- ☐ The Preliminary Plan (including the entire Parent Tract if only a portion of that tract is to be subdivided) shall be shown on a single sheet, regardless of its acreage. The Preliminary Plan may also be shown on multiple sheets if necessary to show all detail and required information as required by this section.
- ☐ Size, in acres, of all Daughter Tracts.
- ☐ Centerline tangent lengths and curve data for all proposed Roads.
- ☐ Easements and rights-of-way shall be dedicated to the public. The dedication of all Easements and rights-of-way shall be accomplished free of liens.

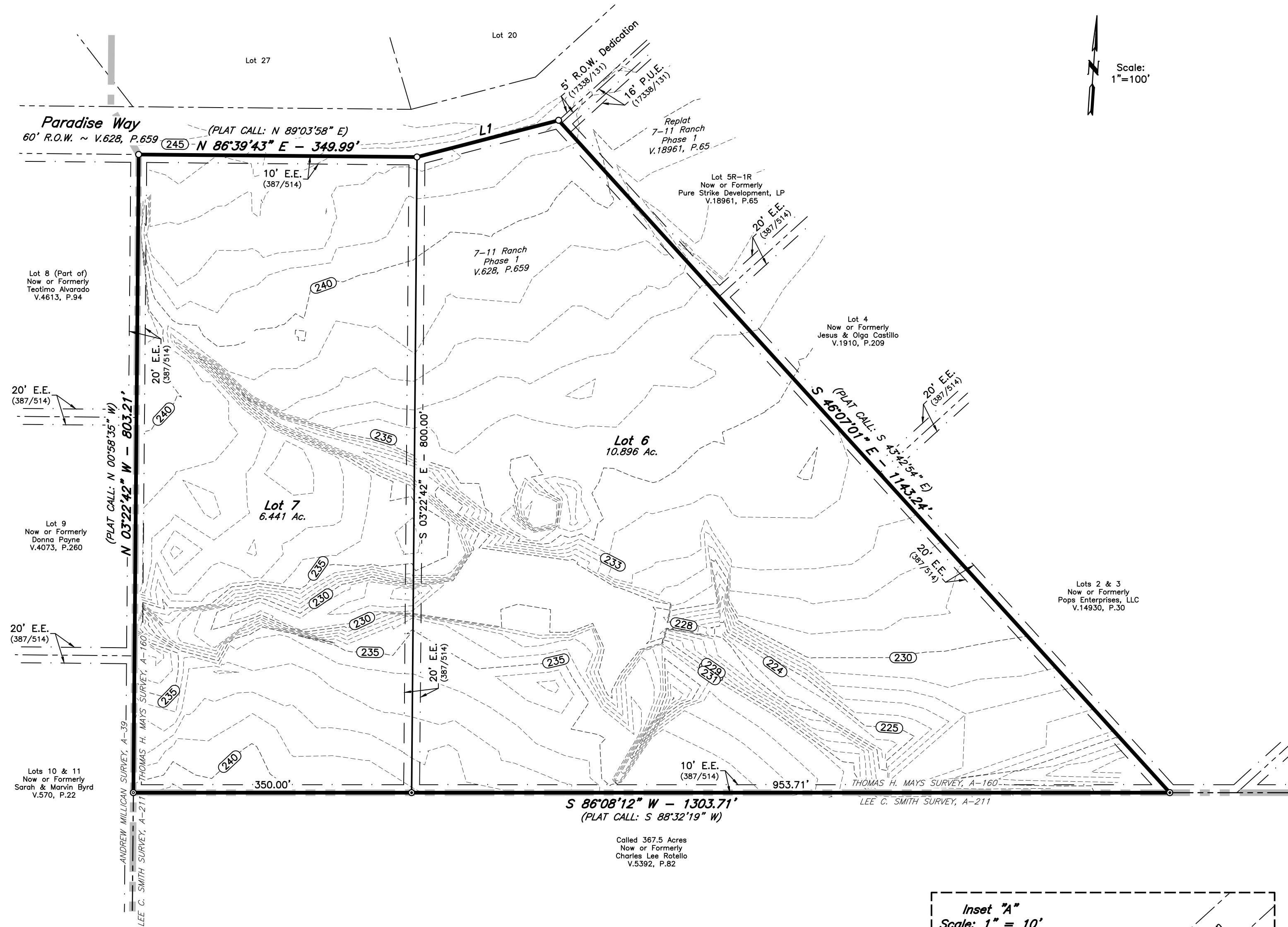
- ☐ All proposed Easements and existing Easements of record that have a designated route shall be shown on the plan with bearings and dimensions. The Owner shall be responsible for coordinating with all Utility Providers the location of all utility Easements that are shown on the Final Plat.
- ☐ Building Setback Lines for each proposed Lot as defined herein. For Subdivisions located within an Extraterritorial Jurisdiction (ETJ), this may be shown on the drawing or included as a plan note.
- ☐ Metes and bounds description of the property to be subdivided shall be certified by a Registered Professional Land Surveyor (RPLS), describing a beginning point and reciting bearings and distances to a corner of the original land grant survey of which the Subdivision is a part, according to the best available data. (Shown on drawing; not separate description)
- ☐ Primary control points or descriptions and ties to such control points, to which, later, all dimensions, angles, bearings, Block numbers, and similar data shall be referred. The plat shall be located with respect to a corner of the surveyor tract, or an original corner of the original survey of which it is a part. All boundaries shall be tied to a County control monument.
- ☐ The plat note regarding Owner's responsibilities as found in Appendix G.4, if not contained in the Owner's dedication.
- ☐ The On-site Sewage Facility (OSSF) setback as required by the Brazos County Health District.
- ☐ The location, zone classification and panel Effective Date of the 100-Year Floodplain as identified on the most current Brazos County Flood Insurance Rate Map (FIRM), published by the Federal Emergency Management Agency (FEMA).
- ☐ If there are any areas within the plat that include a FEMA-mapped Floodplain with a Zone A classification, or if there exists within or adjacent to the plat any water courses whose upstream drainage basin is larger than 64 acres, the plat shall also show the extent of the 100-Year Floodplain as determined by an engineering study under the seal of a Registered Professional Engineer. This study shall be sufficient in scope to determine and establish a BFE for all points within the plat.
- ☐ BFE's shall be shown for all points within the plat, as determined by the results of an engineering study. For plats where a FEMA-mapped Floodplain with a Zone AE classification exists within the plat, the BFE established by the accompanying FEMA- published flood study may be substituted for the engineering study.
- ☐ A minimum lowest finished floor elevation (FFE) for Buildings shall be established for each Lot within the plat. This minimum FFE shall be 12-inches higher than the highest spot elevation that is located within five feet outside the perimeter of the Building, or two-feet above the BFE, whichever is higher.
- ☐ If any areas within the plat include a 100-Year Floodplain (as determined by the results of an engineering study or as established by FEMA), a benchmark shall be established by the Owner within or immediately adjacent to the boundary of the plat. The location, description and elevation of the benchmark are required to be identified on the face of the plat. The elevation of this benchmark shall utilize the same vertical datum as that used in the engineering study to determine the FFE.
- ☐ A drawing containing both existing and proposed topographic information at 2-FT contour intervals along with the plat boundaries, Easement locations (existing & proposed), and culverts (existing & proposed).
- ☐ If the plat contains a water well site, there shall be a depiction of the TCEQ separation requirements per Title 30, Part 1, Chapter 290, Subchapter D Rule §290.41.
- ☐ It is the responsibility of the Owner to assure that the proposed name of the Subdivision is not duplicated. Subdivisions with different sections are considered unique. The Owner shall check with the County Clerk's records for verification.
- ☐ The Owner shall provide a letter of serviceability from an entity or entities providing water service or a letter stating that no service is available within 300 feet of the Subdivision and certifying that the Lots are suitable for private wells.

- ☐ If entrances or driveways are proposed fronting Texas Department of Transportation (TxDOT) controlled highways, farm-to-market Roads, or others, copies of correspondence with TxDOT are required to be submitted with the Preliminary Plan stating that the general entrance or driveway configuration is within TxDOT's guidelines. Formal approval of the layout from TxDOT is required prior to approval of Final Plat.
- ☐ For Road widening and drainage purposes the Owner shall dedicate the Right-of-Way. In the case of drainage that is provided for the Lots, it shall be located outside of the Right-of-Way in a private drainage Easement. In the case of drainage that is provided for the Roadway, it shall be located within the Right-of-Way.
- ☐ Indicate the centerline length of each Road in the proposed Subdivision and its design speed.
- ☐ If the Roads within the Subdivision will be privately maintained, include the appropriate note(s) per the requirements of Article 8 of these Regulations.
- ☐ Locations of existing and proposed private alleys.
- ☐ Locations of existing and proposed public areas.
- ☐ Locations of other public Improvements, including but not limited to parks, schools and other public facilities.
- ☐ The location of proposed cluster mailboxes, as required.
- ☐ All proposed Off-site Easements for infrastructure construction must be shown on the Preliminary Plan.
- ☐ Proposed phasing. Each phase must be able to stand alone to meet requirements of these Regulations.
- ☐ Location and size of all existing and proposed subsurface and surface water drainage facilities, including water bodies on or immediately adjacent to the subject property and detention basins, if needed.
- ☐ If the proposed Preliminary Plan is to be a Private Subdivision (containing privately maintained Roads), the title of the plan shall contain the phrase, "A Private Subdivision". Refer to Article 8 for additional requirements.
- ☐ This check list along with the required copies of the plan shall be submitted to the County Engineer for approval.
- ☐ Include a description of contributing drainage to the proposed Subdivision. The submittal shall include the area, slope and type of Development in the contributing area.
- ☐ Drainage narrative in compliance with the BCEDG.
- ☐ Clearly indicate the method of sanitary sewage treatment and/or disposal such as, but not limited to, municipal sewer service, private sewage disposal system and On-site sewage facilities including the size and location of all proposed sewer mains and manholes. Preliminary grades for each main between manholes and the depth at each manhole shall also be shown.
- ☐ All existing and proposed water courses or manmade drainage channels shall be located within a Common Area to be maintained by Owner.

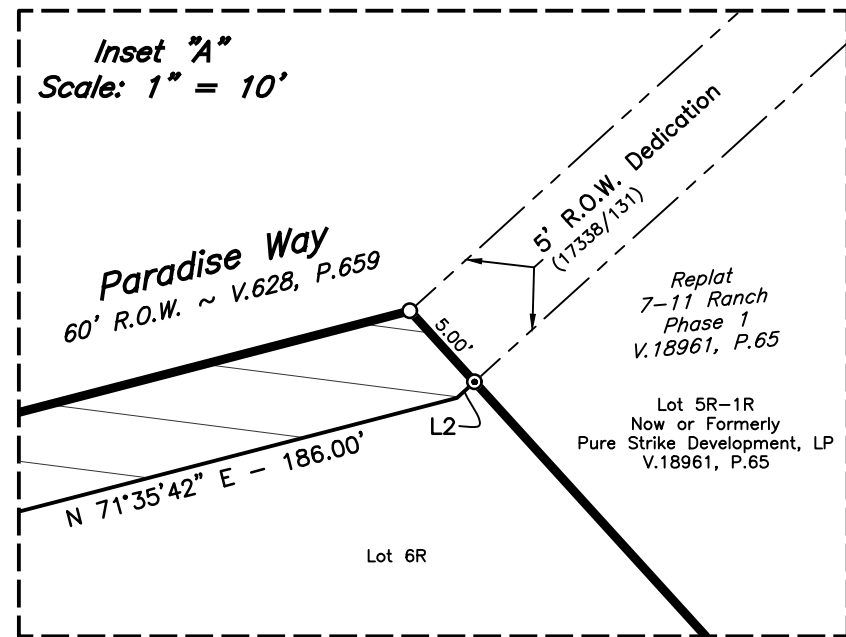
FINAL PLAT APPLICATION REQUIREMENTS

Every Final Plat must include all of the items provided on the Simplified Plat checklist as well as the following:

- ☐ For Road widening and drainage purposes the Owner shall dedicate the Right-of-Way. In the case of drainage that is provided for the Lots, it shall be located outside of the Right-of-Way in a private drainage Easement. In the case of drainage that is provided for the Roadway, it shall be located within the Right-of-Way.
- ☐ If public Roadways are to be built as part of the plat, the plat note regarding the responsibility for construction of Roadways as found in Appendix G.3 shall be placed on the face of the plat.
- ☐ The plat note regarding Owner's responsibilities as found in Appendix G.4, if not contained in the Owner's dedication.
- ☐ Indicate the centerline length of each Road in the proposed Subdivision and its design speed.
- ☐ If more than four mailboxes are to be provided within the Subdivision, cluster mailboxes shall be provided and the location of such shall be indicated on the plat.
- ☐ If the Roads within the Subdivision will be privately maintained, include the appropriate note(s) per the requirements of Article 8 of these Regulations.
- ☐ Locations of existing and proposed private alleys.
- ☐ Locations of existing and proposed public areas.
- ☐ Locations of other Public Improvements, including but not limited to parks, schools and other public facilities.
- ☐ All Off-site Easements for infrastructure construction must be shown on the Final Plat with a volume and page listed to indicate where the separate instrument Easements were filed. Separate instrument Easements must be filed prior or concurrently with Final Plat.
- ☐ Proposed phasing. All phasing shall be in accordance with the approved Master Plan and/or Preliminary Plan and each phase must be able to stand alone to meet requirements of these Regulations. Infrastructure costs should be separate for each phase of the Subdivision.
- ☐ Location and size of all existing and proposed subsurface and surface water drainage facilities, including water bodies on or immediately adjacent to the subject property.
- ☐ If the proposed Final Plat is to be a Private Subdivision (containing privately maintained Roads), the title of the plat shall contain the phrase, "A Private Subdivision". Refer to Article 8 for additional requirements.
- ☐ In the case of an On-site Sewage Facility (OSSF), the Developer shall be responsible for providing a Development Plan, as performed by a Professional Sanitarian, a Licensed Professional Engineer, or person certified as required by TCEQ Title 30 TAC Chapter 285. The sewage disposal plan shall be performed according rules and regulations established by the Brazos County On-site Sewage Facility (OSSF) Order and TCEQ Title 30 TAC Chapter 285.



ORIGINAL PLAT
LOTS 6 AND 7, 7-11 RANCH, PHASE 1
RECORDED IN VOLUME 628, PAGE 659



CERTIFICATE OF OWNERSHIP AND DEDICATION

STATE OF TEXAS
COUNTY OF BRAZOS

We, **B&T Realty, LLC**, owner and developer of the land shown on this plat, being part of the tract of land as conveyed to me in the Official Public Records of Brazos County in Volume 16157, Page 96 and Volume 19148, Page 249 and whose name is subscribed hereto, hereby dedicate to the use of the public forever, all streets, alleys, parks, water courses, drains, easements, and public places shown hereon for the purposes identified.

Owner

STATE OF TEXAS
COUNTY OF BRAZOS

Before me, the undersigned authority, on this day personally appeared _____ known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose stated. Given under my hand and seal on this _____ day of _____, 20____.

Notary Public, Brazos County, Texas

A CERTIFICATE OF APPROVAL

This subdivision plan was duly approved by the Commissioners Court of Brazos County, Texas, as the Final Plat of such subdivision on the ____ day of _____, 20____.

Signed this the ____ day of _____, 20____.

County Judge
Brazos County, Texas

CERTIFICATION OF THE SURVEYOR

STATE OF TEXAS
COUNTY OF BRAZOS

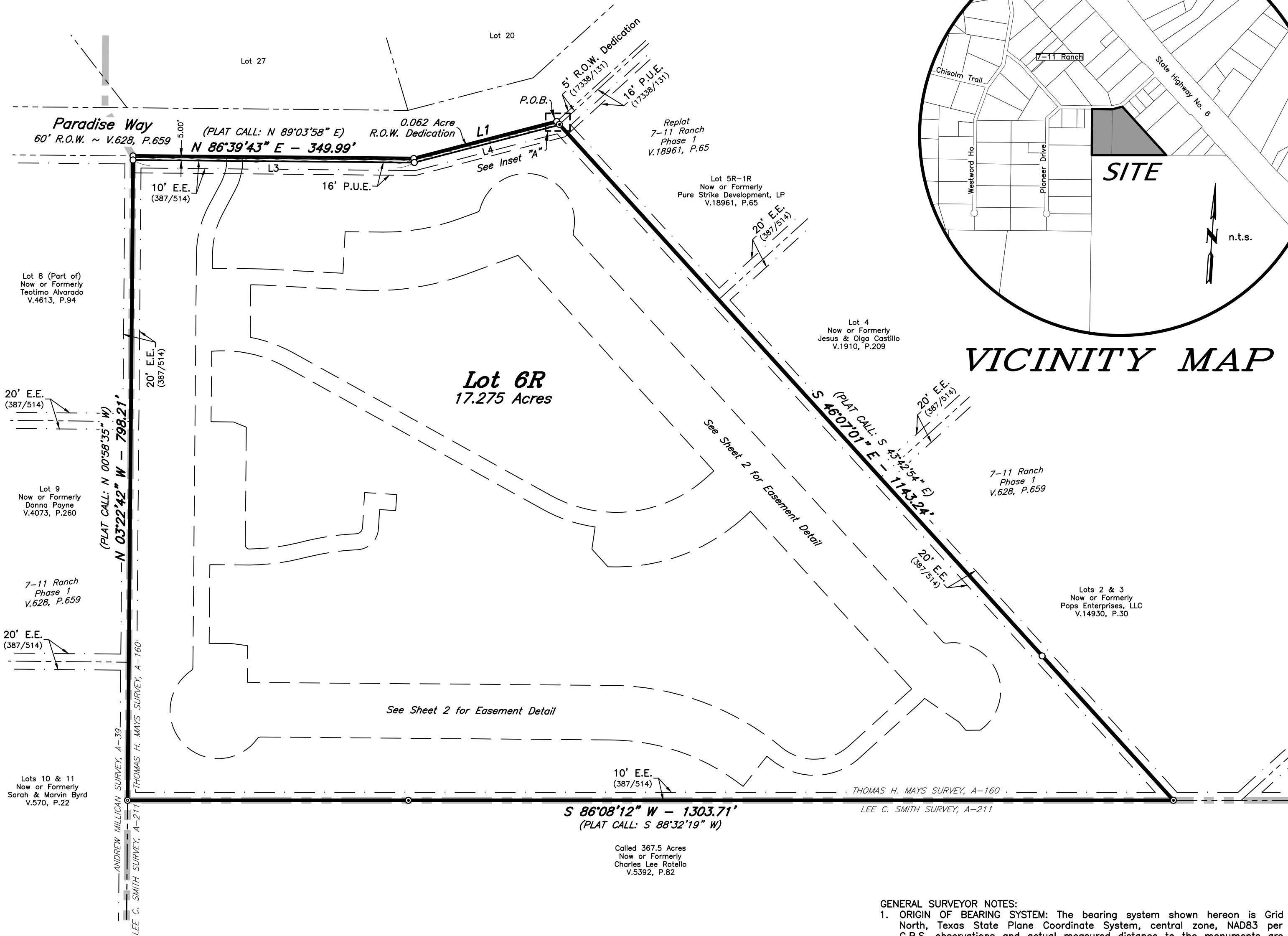
I, Cody Karisch, Registered Professional Land Surveyor No. 7004, in the State of Texas, hereby certify that this plat is true and correct and was prepared from an actual survey of the property and that property markers and monuments were placed under my supervision on the ground, and that the metes and bounds describing said subdivision will describe a closed geometric form.

Cody Karisch, R.P.L.S. No. 7004

CERTIFICATION BY THE COUNTY CLERK



County Clerk, Brazos County, Texas



REPLAT

FIELD NOTES

Being all that certain tract or parcel of land lying and being situated in the THOMAS H. MAYS SURVEY, Abstract No. 160, Brazos County, Texas and being a total of 17.337 acres of land consisting of all of the following two (2) individual tracts:

- Being all of Lot 6, 7-11 RANCH, PHASE 1 according to the Final Plat recorded in Volume 628, Page 659 of the Official Records of Brazos County, Texas (O.P.R.B.C.), said Lot 6 being further described in the deed from Tom A. Peoples and Mary Beth Peoples to B&T Realty, LLC, recorded in Volume 16157, Page 96 of the Official Public Records of Brazos County, Texas (O.P.R.B.C.), and
- Being all of Lot 7 of said 7-11 RANCH, PHASE 1, said Lot 7 being further described in the deed from Michael Gonzales Sr. and spouse, Tonia D. Gonzales to B&T Realty, LLC, recorded in Volume 19148, Page 249 (O.P.R.B.C.);

and being more particularly described by metes and bounds as follows:

BEGINNING: at a found 3/8-inch iron rod marking the common northeast corner of this herein described tract and said Lot 6, said iron rod also marking the west corner of the called 0.089 acre 5-foot right-of-way dedication, 7-11 RANCH according to the Replat recorded in Volume 17338, Page 131 (O.P.R.B.C.) and being in the south right-of-way line of Paradise Way (based on a 60-foot width);

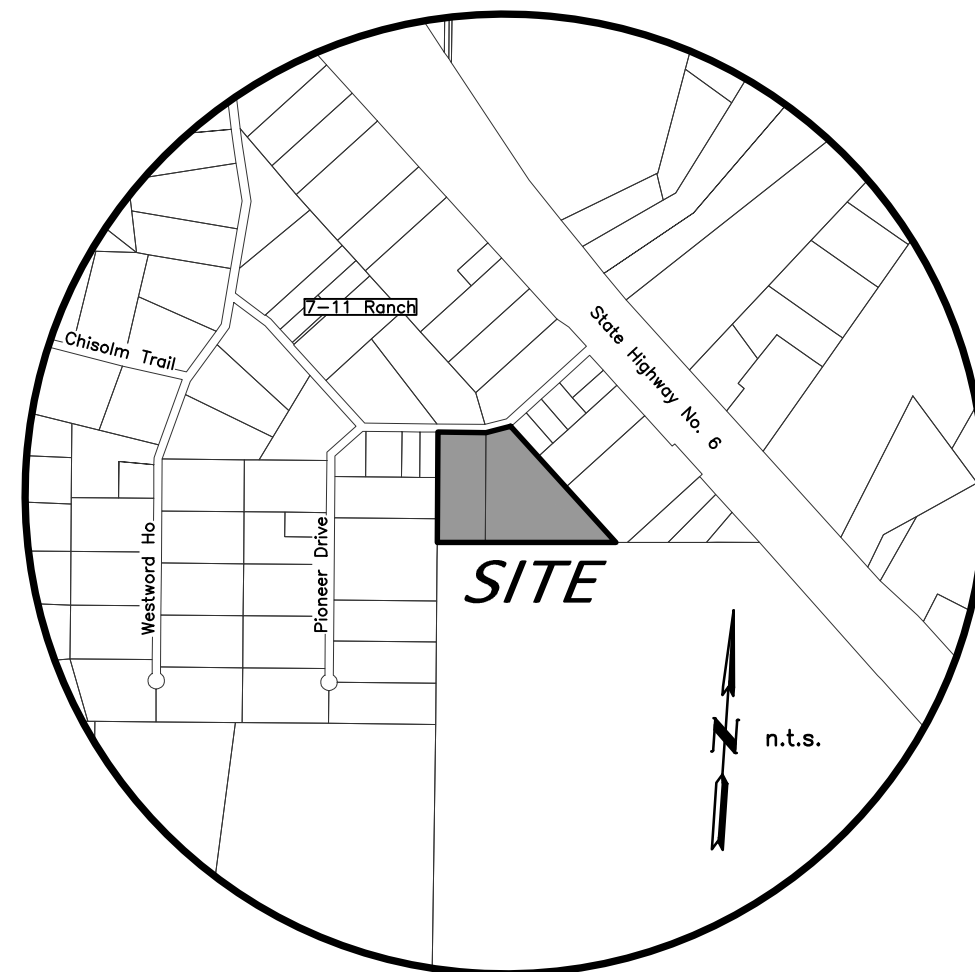
THENCE: S 46° 07' 01" E (PLAT CALL: S 43° 42' 54" E) along the common line of this tract, the called 0.089 acre 5-foot right-of-way dedication, Lot 5R-1R, 7-11 RANCH according to the Replat recorded in Volume 18961, Page 65 (O.P.R.B.C.) and Lots 4, 3 and 2 of said 7-11 RANCH (628/659), at 5.00 feet, pass a found 1/2-inch iron rod marking the west corner of said Lot 5R-1R, at 900.00 feet, pass a found 3/8-inch iron rod marking the south corner of said Lot 3 and the west corner of said Lot 2, continue for a total distance of 1,143.24 feet to a found 1/2-inch iron rod marking the common southeast corner of this tract and said Lot 6, said iron rod also marking the southwest corner of said Lot 2, being in the north line of the called 367.5 acre Charles Lee Rotello tract recorded in Volume 5392, Page 82 (O.P.R.B.C.) and being at or near the common line of the said THOMAS H. MAYS SURVEY, A-160 and the LEE C. SMITH SURVEY, A-211;

THENCE: S 86° 08' 12" W (PLAT CALL: S 88° 32' 19" W) along the common line of this tract, the called 367.5 acre Rotello tract and being at or near the common line of the said THOMAS H. MAYS SURVEY, A-160 and the said LEE C. SMITH SURVEY, A-211, at 953.71 feet, pass a found 1/2-inch iron rod marking the southwest corner of said Lot 6 and the southeast corner of said Lot 7, continue for a total distance of 1,303.71 feet to a found 2-inch iron pipe marking the common southwest corner of this herein described tract and said Lot 7, said iron pipe also marking the northwest corner of the called 367.5 acre Rotello tract, being in the east line of Lot 10 of said 7-11 RANCH (628/659) and being at or near the common line of the said THOMAS H. MAYS SURVEY, A-160, the said LEE C. SMITH SURVEY, A-211 and the ANDREW MILLICAN SURVEY, A-39;

THENCE: N 03° 22' 42" W (PLAT CALL: N 00° 58' 35" W) along the common line of this tract, said Lot 10, Lots 9 and 8 of said 7-11 RANCH (628/659) and being at or near the common line of the said THOMAS H. MAYS SURVEY, A-160 and the ANDREW MILLICAN SURVEY, A-39 for a distance of 803.21 feet to a found 3/8-inch iron rod marking the common northwest corner of this tract and said Lot 7, said iron rod also marking the northeast corner of said Lot 8 and being in the south right-of-way line of said Paradise Way;

THENCE: along the south right-of-way line of said Paradise Way for the following two (2) calls:

- N 86° 39' 43" E (PLAT CALL: N 89° 03' 58" E) for a distance of 349.99 feet to a found 3/8-inch iron rod marking an angle point of this tract, said iron rod also marking the northeast corner of said Lot 7 and the northwest corner of said Lot 6, and
- N 71° 35' 42" E (PLAT CALL: N 73° 59' 45" E) for a distance of 184.11 feet to the POINT OF BEGINNING and containing 17.337 acres of land.



VICINITY MAP

GENERAL SURVEYOR NOTES:

- ORIGIN OF BEARING SYSTEM: The bearing system shown hereon is Grid North, Texas State Plane Coordinate System, central zone, NAD83 per G.P.S. observations and actual measured distance to the monuments are consistent with the final plat recorded in Volume 628, Page 659 of the Official Records of Brazos County, Texas.
- According to the Flood Insurance Rate Maps for Brazos County, Texas and incorporated Areas, Map Number 48041C0400E, Map Revised May 16, 2014, no portion of this property is located in a Special Flood Hazard Area.
- No construction or fencing shall impede, constrict or block the flow of water in any easement or natural drainage courses including floodplain areas. No privacy fences are allowed within the floodplain.
- Any new residential buildings are required to provide residential sprinkler systems.
- Front, Rear and Side Setbacks shall conform to the Specifications of Subdivision Plats as established by the Commissioner's Court, Brazos County, Texas, for subdivisions situated outside the boundaries of any incorporated town or city in Brazos County, Texas.
- This subdivision lies within the Wellborn Water SUD service area.
- No structure or land within this plat shall hereafter be located or altered without first obtaining a development permit from the Brazos County Flood Plain Administrator. The minimum lowest finished floor elevation shall be one (1) foot higher the the highest spot elevation that is located within five (5) feet outside the perimeter of the building, or two (2) feet above the base flood elevation, whichever is higher.
- Unless otherwise indicated 1/2" Iron Rods are set at all corners.

- ⊙ - 1/2" Iron Rod Found (CM)
- - 3/8" Iron Rod Found (CM)
- ⊖ - 2" Iron Pipe Found (CM)

9. Abbreviations:

- E.E. - Electrical Easement
- P.A.E. - Public Access Easement
- P.O.B. - Point of Beginning
- P.U.E. - Public Utility Easement
- CM - Controlling Monument
- ⊙ - Contour Elevation

FINAL PLAT

**7-11 RANCH
PHASE 1
LOT 6R**

BEING A REPLAT OF LOTS 6 AND 7, 7-11 RANCH,
PHASE 1, RECORDED IN VOLUME 628, PAGE 659

17.337 ACRES

THOMAS MAYS SURVEY, A-160
BRAZOS COUNTY, TEXAS

FEBRUARY, 2024
SCALE: 1"=100'

SHEET NO.

1
OF 2 SHEETS

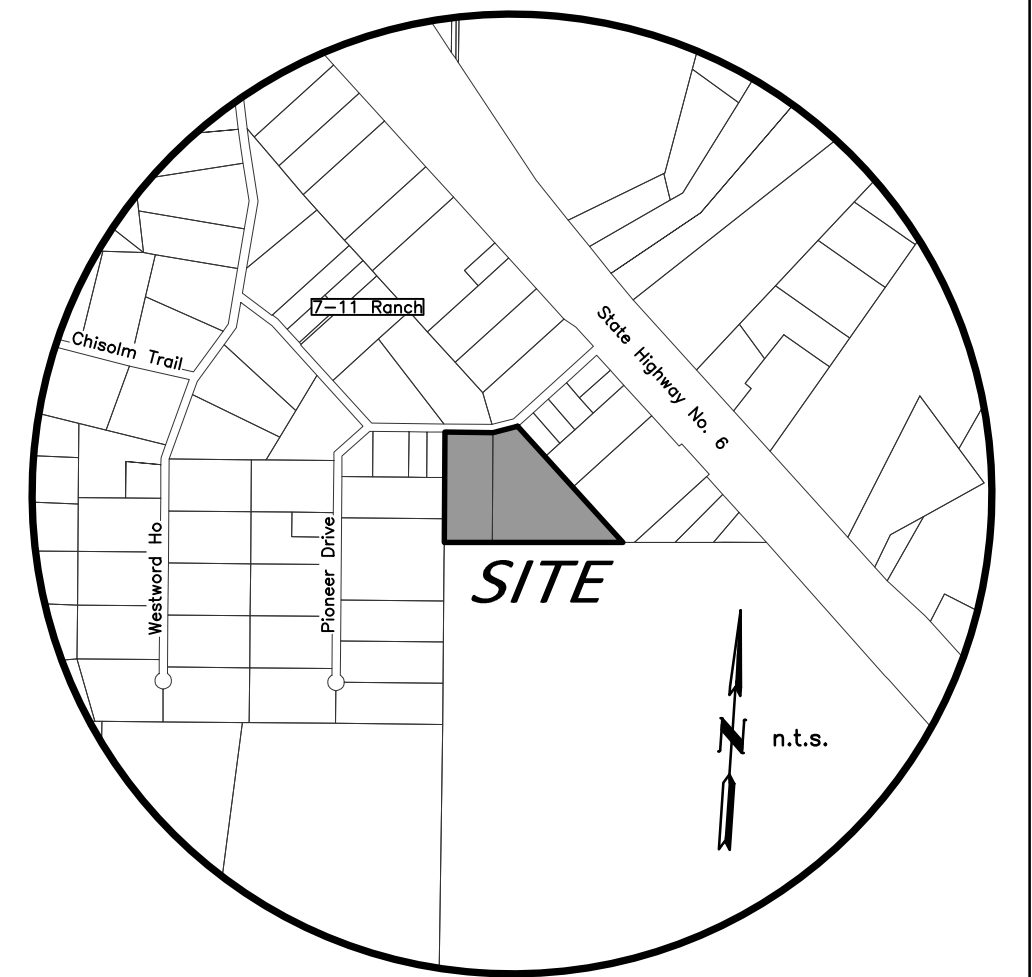
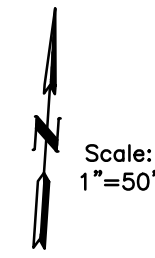
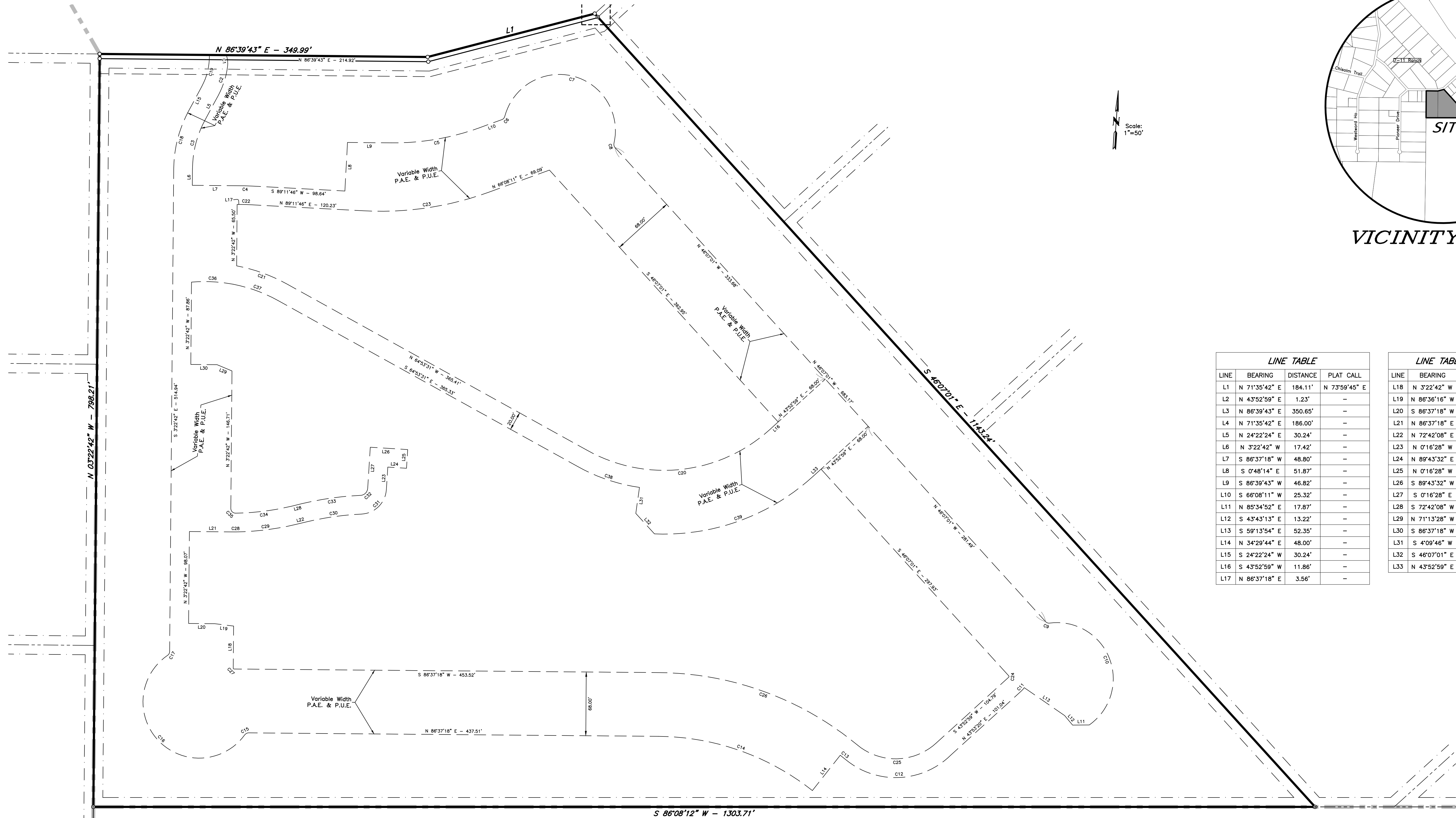
Owner:
B & T Realty, L.L.C.
3307 Willow Ridge Drive
Bryan, Texas 77807

Surveyor:
McClure & Browne Engineering/Surveying, Inc.
1008 Woodcreek Dr., Suite 103
College Station, Texas 77845
(979) 693-3838

Texas Firm Registration No. 10103300

MB

09001240-TP.dwg



VICINITY MAP

LINE TABLE			
LINE	BEARING	DISTANCE	PLAT CALL
L1	N 71°35'42" E	184.11'	N 73°59'45" E
L2	N 43°52'59" E	1.23'	—
L3	N 86°39'43" E	350.65'	—
L4	N 71°35'42" E	186.00'	—
L5	N 24°22'24" E	30.24'	—
L6	N 3°22'42" W	17.42'	—
L7	S 86°37'18" W	48.80'	—
L8	S 0°48'14" E	51.87'	—
L9	S 86°39'43" W	46.82'	—
L10	S 66°08'11" W	25.32'	—
L11	N 85°34'52" E	17.87'	—
L12	S 43°43'13" E	13.22'	—
L13	S 59°13'54" E	52.35'	—
L14	N 34°29'44" E	48.00'	—
L15	S 24°22'24" W	30.24'	—
L16	S 43°52'59" W	11.86'	—
L17	N 86°37'18" E	3.56'	—

LINE TABLE		
LINE	BEARING	DISTANCE
L18	N 3°22'42" W	44.79'
L19	N 86°36'16" W	20.14'
L20	S 86°37'18" W	28.00'
L21	N 86°37'18" E	49.00'
L22	N 72°42'08" E	12.59'
L23	N 0°16'28" W	23.96'
L24	N 89°43'32" E	20.00'
L25	N 0°16'28" W	20.00'
L26	S 89°43'32" W	40.00'
L27	S 0°16'28" E	43.96'
L28	S 72°42'08" W	12.59'
L29	N 71°13'28" W	17.28'
L30	S 86°37'18" W	28.00'
L31	S 4°09'46" W	28.00'
L32	S 46°07'01" E	29.58'
L33	N 43°52'59" E	11.86'

CURVE TABLE					
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD BRG.
C1	26°57'00"	25.00'	11.76'	5.99'	N 10°43'13" W
C2	21°26'53"	88.00'	32.94'	16.67'	N 13°38'58" E
C3	27°45'06"	112.00'	54.25'	27.67'	N 10°29'51" E
C4	3°07'53"	284.00'	15.52'	7.76'	S 87°37'49" W
C5	20°31'32"	268.00'	96.01'	48.52'	S 76°23'57" W
C6	55°18'12"	5.00'	4.83'	2.62'	S 38°29'05" W
C7	178°21'13"	60.00'	186.77'	4175.71'	N 79°59'25" W
C8	55°18'12"	5.00'	4.83'	2.62'	N 18°27'55" W
C9	55°18'12"	5.00'	4.83'	2.62'	N 73°46'07" W
C10	152°33'10"	60.00'	159.75'	245.69'	N 25°08'38" W
C11	13°06'54"	21.00'	4.81'	2.41'	N 37°19'32" E
C12	84°26'36"	84.02'	123.83'	76.24'	N 83°33'59" E
C13	1°17'52"	316.00'	7.16'	3.58'	S 54°51'20" E

CURVE TABLE					
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD BRG.
C14	37°52'26"	268.00'	177.15'	91.95'	S 74°26'29" E
C15	54°39'01"	5.00'	4.77'	2.58'	N 59°17'48" E
C16	199°57'13"	60.00'	209.39'	341.08'	S 48°03'06" E
C17	55°18'12"	5.00'	4.83'	2.62'	S 24°16'24" W
C18	27°45'06"	132.00'	63.94'	32.61'	S 10°29'51" W
C19	29°21'28"	68.00'	34.84'	17.81'	S 9°41'40" W
C20	71°40'06"	168.00'	210.14'	121.32'	S 79°43'02" W
C21	18°07'46"	182.00'	57.59'	29.04'	N 73°57'24" W
C22	2°34'28"	264.00'	11.86'	5.93'	N 87°54'32" E
C23	23°03'35"	336.00'	135.23'	68.54'	N 77°39'58" E
C24	90°00'00"	1.00'	1.57'	1.00'	S 10°07'01" E
C25	81°54'05"	64.00'	91.48'	55.54'	S 84°50'01" W
C26	39°09'46"	336.00'	229.66'	119.52'	N 73°47'49" W

CURVE TABLE					
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD BRG.
C27	90°00'00"	1.00'	1.57'	1.00'	N 48°22'42" W
C28	1°12'53"	25.00'	0.53'	0.27'	N 86°00'52" E
C29	12°42'17"	290.00'	64.30'	32.28'	N 79°03'17" E
C30	10°51'28"	310.00'	58.75'	29.46'	N 78°07'52" E
C31	83°50'05"	28.00'	40.97'	25.14'	N 41°38'34" E
C32	83°50'05"	8.00'	11.71'	7.18'	S 41°38'34" W
C33	10°51'28"	330.00'	62.54'	31.36'	S 78°07'52" W
C34	12°42'17"	270.00'	59.87'	30.06'	S 79°03'17" W
C35	91°12'53"	5.00'	7.96'	5.11'	N 48°59'08" W
C36	15°48'02"	162.00'	44.68'	22.48'	N 89°06'36" E
C37	18°05'52"	162.00'	51.17'	25.80'	S 73°56'27" E
C38	21°21'52"	188.00'	70.10'	35.46'	S 75°09'18" E
C39	44°44'53"	236.00'	184.32'	97.15'	N 66°15'26" E

SHEET NO.
2
OF 2 SHEETS

FINAL PLAT

7-11 RANCH
PHASE 1
LOT 6R

BEING A REPLAT OF LOTS 6 AND 7, 7-11 RANCH,
PHASE 1, RECORDED IN VOLUME 628, PAGE 659

17.337 ACRES

THOMAS MAYS SURVEY, A-160
BRAZOS COUNTY, TEXAS

FEBRUARY, 2024
SCALE: 1"=50'

Owner:
B & T Realty, L.L.C.
3307 Willow Ridge Drive
Bryan, Texas 77807

Surveyor:
McClure & Browne Engineering/Surveying, Inc.
1008 Woodcreek Dr., Suite 103
College Station, Texas 77845
(979) 693-3838

Surveyor's Texas Firm Registration No. 10103300





**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC-2025-Utility Permit-Optimum-Crosswind-1520

DATE OF COURT MEETING: 5/13/2025

ITEM: Consider and take action on the Optimum utility permit to construct a road bore at 1520 Crosswind Drive for fiber optic conduit. Site is located in Precinct 2.

TO: Commissioners Court

FROM: Joe Salvato

DATE: 05/01/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

Permit is for road bore ONLY. All other lines, conduits and appurtenances that parallel the roadway must be placed within the platted subdivision Public Utility Easement (PUE)

NOTES/EXCEPTIONS:

Department requesting agenda item: Road and Bridge

Department impacted by agenda item: Road and Bridge

Brief explanation of agenda item and if in current year budget: Optimum will bore fiber optic cable at 1520 Crosswind Drive to provide internet services.

Brazos County has NO financial responsibility in project.

Consequences for failing to approve agenda item: Less customer choice for internet

Deadline for agenda item approval: As soon as possible

Site of work being performed: East Brazos Industrial Park, 1520 Crosswind Drive

ATTACHMENTS:

File Name

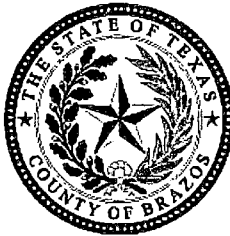
[Utility Permit-Optimum-Crosswind Drive-1520pdf.pdf](#)

Description

Utility Permit-Optimum-Crosswind Drive-1520

Type

Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC-2025-Utility Permit-Optimum-Crosswind-1520

DATE OF COURT MEETING: 5/13/2025

ITEM: Consider and take action on the Optimum utility permit to construct a road bore at 1520 Crosswind Drive for fiber optic conduit. Site is located in Precinct 2.

TO: Commissioners Court

FROM: Joe Salvato

DATE: 05/01/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

Permit is for road bore ONLY. All other lines, conduits and appurtenances that parallel the roadway must be placed within the platted subdivision Public Utility Easement (PUE)

NOTES/EXCEPTIONS:

Department requesting agenda item: Road and Bridge
 Department impacted by agenda item: Road and Bridge
 Brief explanation of agenda item and if in current year budget: Optimum will bore fiber optic cable at 1520 Crosswind Drive to provide internet services.
 Brazos County has NO financial responsibility in project.
 Consequences for failing to approve agenda item: Less customer choice for internet
 Deadline for agenda item approval: As soon as possible
 Site of work being performed: East Brazos Industrial Park, 1520 Crosswind Drive

ATTACHMENTS:

File Name

Description

Type

Utility Permit-Optimum-Crosswind Drive-1520pdf.pdf

Utility Permit-Optimum-Crosswind Drive-1520

Backup Material

APPROVED

Duane Peters 5/13/25
 Duane Peters / County Judge Date
 County Judge / *[Signature]* Date

**NOTIFICATION OF PROPOSED INSTALLATION AND/OR REPAIRS
OF TELEPHONE FACILITIES AND DESIGNATING
PLACEMENT OF UTILITY IN COUNTY RIGHT OF WAY
TO: THE COUNTY ENGINEER OF BRAZOS COUNTY, TEXAS**

Comes now Optimum [company name], hereinafter referred to as "Company" a Delaware [state] Corporation, with authority to transact business in Texas, acting by and through its duly authorized representative, and hereby notifies the County Engineer of its intent to lay, construct, maintain, repair and/or operate a telephone facility under, over, across and/or along certain County Roads as shown on drawings and diagrams attached hereto and said location described as follows:

From the tie point at the riser on the pole on the West side of the road from 1520 Crosswind Drive we will bore underground at a depth of 60" for approximately 265' to the customer location and place 2" HDPE conduit and push / pull 24ct fiber through it. We will maintain a 5' vertical and a 5' horizontal distance from all other underground utilities. All locates will be called in prior to construction.

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

The Company shall commence actual construction/work in good faith within 60 days from the date of said permit and shall complete said construction /work within 14 working days. (COMPANY MUST FILL IN). If such construction is not begun by the 60th day, Company will be required to provide a new notice.

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

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

In the event of deviation from this notice, the Brazos County Engineer's Office or its designated representative will be notified as soon as practicable.

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

Failure to notify the County Engineer's Office within 24 hours of beginning construction shall constitute grounds for job shutdown.

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

Optimum

Company Name

Thomas A. Sewall

By:

Thomas A. Sewall

Signature

Utility Agent

Title

201 Quality Circle

Address

College Station, Texas 77845

Phone Number 817-343-3492

Email: thomas.sewall@alticeusa.com

ACCEPTANCE OF NOTIFICATION

Brazos County offers no objection to the proposed location of the utility in the County right of way as shown by accompanying drawings and notice dated MAY 5, 2025 except as noted below: (Month/Day/Year)

EXCEPTIONS: NONE

For 
Brazos County Engineer

1520 Crosswind Drive

From the tie point at the riser on the pole on the West side of the road from 1520 Crosswind Drive we will bore underground at a depth of 60" for approximately 265' to the customer location and place 2" HDPE conduit and push / pull 24ct fiber through it. We will maintain a 5' vertical and a 5' horizontal distance from all other underground utilities. All locales will be called in prior to construction.

Tie Point at Riser

2" HDPE Conduit

Customer Location

- Legend**
- 1520 Crosswind Dr
 - Feature 1
 - Feature 2

Name of Plat.	Date Filed:	Date of Plat.	File No:
East Brazos I	10-9-80	Jan. 8, 1979	187385

CHARACTER OF COMMERCIAL AND PROFESSIONAL

[illegible]

STATE OF TEXAS	CERTIFICATE OF THE PROBATION
----------------	------------------------------

1. Affirmation of Professional Engineer
I, *James Henry*, am the holder of a valid licence to practise as a Professional Engineer in the State of Queensland certifying that this plan is true and correct and was prepared from an official survey of the property made under my supervision on the grounds

James Henry
Registered Professional Engineer



For the Treasurer and Board of
General and State Highway

Wash. by (Sage)
1st 11/1/20, 1st 11/2/20
Have full Trust
W. Graham Trust
RB cfm
Get in copy 1
Thompson & Kennedy for

STATE OF TEXAS
COUNTY OF MARICOPA

Before me, an undersigned authority, on this day personally appeared JOSEPH A. HENNING, known to me to be the person whose name is subscribed to the foregoing instrument, acknowledged to me that he executed the same for the purposes and consideration therein stated.

Given under my hand and seal of office this 12th day of October, 1978.

Shawnee County, Iowa

CHARACTERISTICS OF THE SUBJECT FILMS

COUNTY OF San Diego State of California In and for the said
 County, do hereby certify that James Henry was born 1915 together with his name
 of James Henry was recorded in Office
 the 15 day of June 1915 the said Records at
 Record Book 100, Volume 10, Page 10.

Walter Clark, Deacon County, Texas

SERIALS ACQUISITION, INC.

1. the undersigned, City Manager of the City of Bryan, hereby certify that the mobilization plant remains in full possession of the subdivision regulations of the City of Bryan, Texas.

Michael A. Johnson
 City Manager, Bryan, Texas

City Manager, Bryan, Texas

APPROVAL OF THE TABLES CONTINUATION

1. D. S. D. Leachman, Chairman of the City Planning Commission of the City of Regina, Saskatchewan, hereby certifies that the attached plan was duly filed for approval with the City Planning Commission of the City of Regina on the 11th day of August, 1924, and same was duly approved on the 11th day of August, 1924, by said Commission.

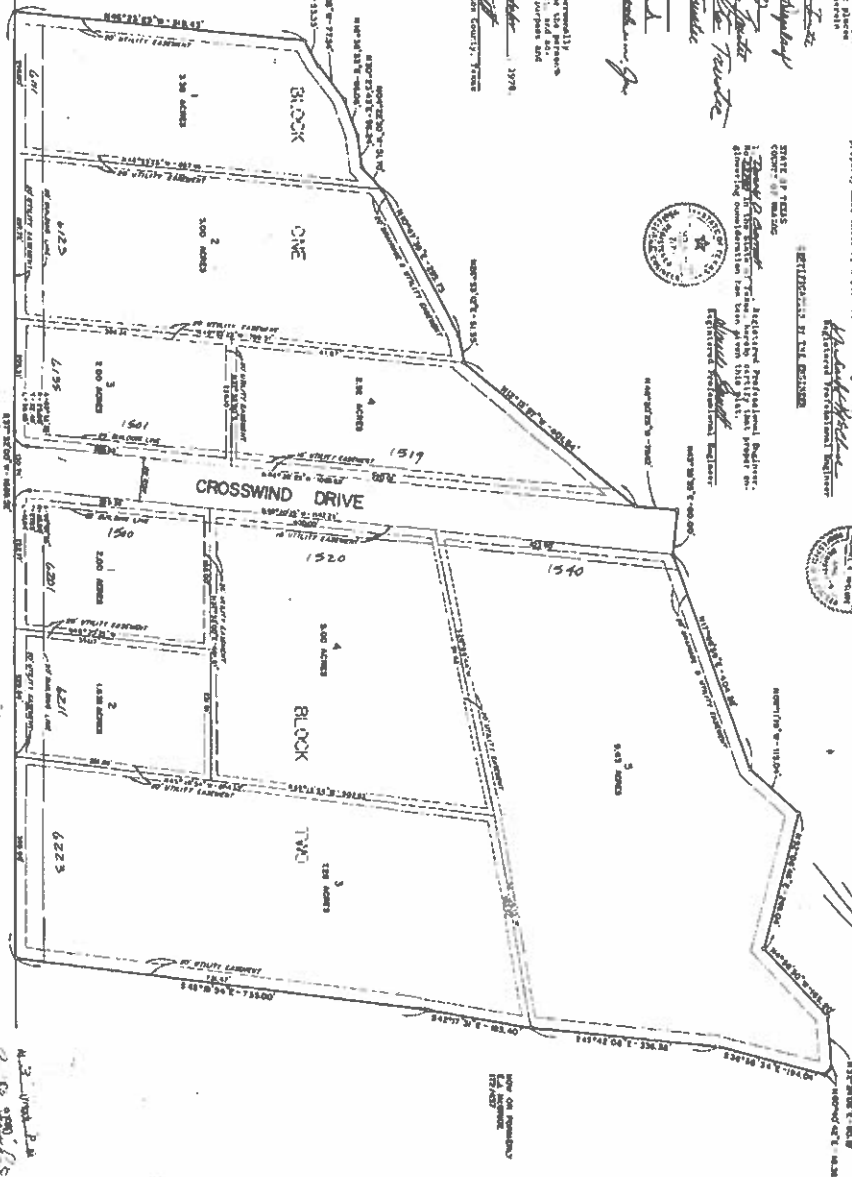
Chester, C. J. P. L. & C. M. W. L. 1970

SIMPLICITY OF THE SOLVED JONES

1. F. T. Holmgren County Judge, Benton County, Texas
de certifying that this plot was fully approved by the Benton County
Commissioners' Court on the 21st day of January, 1917.

County Judge, Wright County, Iowa

STATE HIGHWAY 21



FINAL PLAT

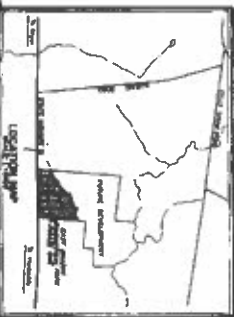
**EAST BRAZOS INDUSTRIAL PARK
PHASE ONE**

41512 MORE TRACT
STEPHEN F. RUSTIN HQ. 10
AUSTIN TRACT NO. 15
BRADDO COUNTY, TEXAS

READ "1" for
advertisements only

AMERICA'S BUSINESS
DIRECTORY
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\$19.95 (CAN. & FOR.)
\$24.95 (OTHER)

AMERICA'S BUSINESS
DIRECTORY
1987-1988
1-800-828-6882
\$14.95 (US)
\$19.95 (CAN. & FOR.)
\$24.95 (OTHER)



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

A. General Requirements

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

B. Safety Requirements

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

C. Traffic Control Plan

1. A traffic control plan, pursuant to the TMUTCD or Engineered Traffic Control Plan must be provided for the following:
 - a. Any construction (i.e. pit, excavation, hole) left open over night, requires specific nighttime traffic control measures pursuant to the TMUTCD;
 - b. If construction is within ten (10) feet of the roadway; or
 - c. Any work performed in the road right-of-way;

2. Plan must be attached to the permit and kept at the job site any time work is being performed.
3. Plan must set forth the time of completion for the job.

D. Design Standards

1. All overhead installations shall conform to clearance standards of the Texas Department of Transportation and the pole be placed in the designated area for power specified as set forth in the *Texas Utilities Code, Section 181.045*.
2. All pole installation (including lighting) shall be placed at the backside of the Right of Way to ensure safety to the public. Any pole placed in violation of this requirement will be required to be moved to the appropriate location at the company's expense. Exceptions may be approved by the County Engineer.
3. All underground installations shall (these are minimum depths – utility may place deeper):
 - a. be placed at a minimum depth of forty-eight (48) inches below the top of the pavement;
 - b. be at least thirty-six (36) inches below ditch flow line when installation is within the area measured from top of bank to top of bank;
 - c. be at least forty-eight (48) inches below ditch flow line if low pressure gas or petroleum lines. For high pressure gas and petroleum lines, see High Pressure Pipelines requirements listed below;
 - d. not be closer than ten (10) feet from the edge of pavement. Exceptions may apply in rights of way of less than 60'.
4. Water Lines: All water lines must be a minimum 36-inches below the ditch flow line and cased. Waterlines shall be cased if crossing under the roadway.
5. Utilities in all new developments that have 60 feet or greater of right of way shall be installed within designated locations based upon the type of utility. The locations shall be as follows: (measured from back of right-of-way).
 - Power – 0-2 feet, nominally 1'
 - Phone – 2-4 feet, nominally 3'
 - Gas – 4-6 feet, nominally 5'
 - Cable – 6-8 feet, nominally 7'
6. Utilities with less than 60 feet right-of-way in all new developments shall install the utility in a similar manner as referenced in No. 3 above, however, the County Engineer or its designated representative will provide final approval of each utility location.
7. The length of any trench to be opened in advance of the pipe, conduit or ducts may not be longer than 400' if left open over night or unattended.
8. Crossings under a county road shall:
 - a. be bored or jacked. ABSOLUTELY NO OPEN CUTS WITHIN COUNTY ROAD PAVEMENT;
 - b. be pressure grouted for the full length of the crossing *if* the annular space between pipe and casing and soil exceeds one (1) inch. Brazos County must be given 24 hours notice of pressure grouting operations and have the opportunity to have an inspector on site to observe pressure grouting operations;
 - c. TxDOT Standard Specification Item 476 shall be followed for all boring, jacking, tunneling and joints.
9. Bore Pits
 - a. no pits shall remain open longer than 2 days;

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

E. Emergency work

- 1. In the event Company is required to perform emergency services, that requires excavation in a County Right of Way, and unable to notify the County Engineer prior to conducting emergency repairs, Company shall notify County Engineer within 24 hours of beginning construction/repairs. This will allow the County Engineer and Road & Bridge Office an opportunity to inspect the site to ensure the integrity of the County Right of Way and traffic safety controls used.

F. Repairs to existing facilities

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

G. Relocation of utilities:

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

H. High Pressure Pipelines

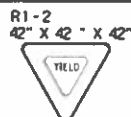
1. All utility Permits for high pressure pipelines (generally 60 PSI or greater), whether pertaining to controlled access or non-controlled access installations, should contain the following additional information in the description of the permit.
 - diameter
 - wall thickness
 - material specification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

4. Petroleum Pipelines:

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

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

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



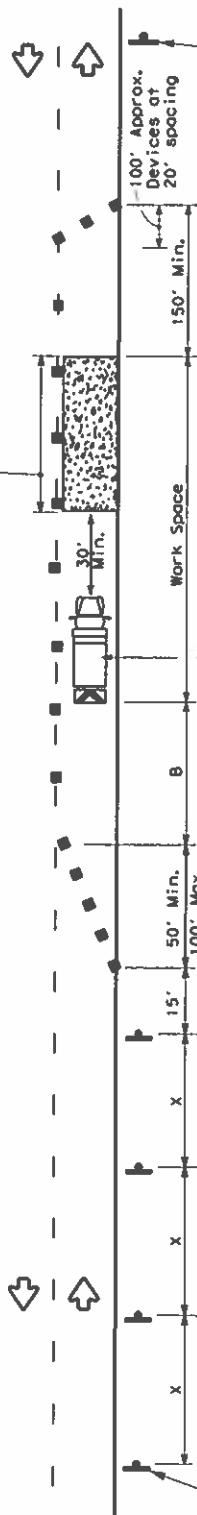
TO
ONCOMING
TRAFFIC

R1-2aP
48" X 36"
(See note 8)

Warning Sign
Sequence
in Opposite
Direction
Same as Below

END
ROAD WORK
G20-2
48" X 24"

Channelizing
devices
separate
work space
from traveled
way

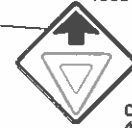


Shadow Vehicle
with TMA and
high intensity
rotating,
flashing,
oscillating or
strobe lights.
(See notes 5
& 6)

R1-2
42" X 42" X 42"

TO
ONCOMING
TRAFFIC

R1-2aP
48" X 36"
(See note 8)



CW3-2
48" X 48"



CW20-4D
48" X 48"



CW20-1D
48" X 48"
(Flags-
See note 1)

TCP (1-2a)

**ONE LANE TWO-WAY
CONTROL WITH YIELD SIGNS**
(Less than 2000 ADT - See note 7)

LEGEND

	Type 3 Barricade		Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board		Portable Changeable Message Sign (PCMS)
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed *	Formula	Minimum Desirable Taper Lengths **			Suggested Maximum Spacing of Channelizing Devices		Minimum Sign Spacing "X" Distance	Suggested Longitudinal Buffer Space "B"	Stopping Sight Distance
		10' Offset	11' Offset	12' Offset	On a Taper	On a Tangent			
30	$L = \frac{WS^2}{60}$	150'	165'	180'	30'	60'	120'	90'	200'
35		205'	225'	245'	35'	70'	160'	120'	250'
40		265'	295'	320'	40'	80'	240'	155'	305'
45	L = WS	450'	495'	540'	45'	90'	320'	195'	360'
50		500'	550'	600'	50'	100'	400'	240'	425'
55		550'	605'	660'	55'	110'	500'	295'	495'
60		600'	660'	720'	60'	120'	600'	350'	570'
65		650'	715'	780'	65'	130'	700'	410'	645'
70		700'	770'	840'	70'	140'	800'	475'	730'
75		750'	825'	900'	75'	150'	900'	540'	820'

* Conventional Roads Only
** Taper lengths have been rounded off.
L=Length of Taper (FT) W=Width of Offset (FT) S=Posted Speed (MPH)

TYPICAL USAGE

MOBILE	SHORT DURATION	SHORT TERM STATIONARY	INTERMEDIATE TERM STATIONARY	LONG TERM STATIONARY
	✓	✓		

GENERAL NOTES

- Flags attached to signs where shown are REQUIRED.
- All traffic control devices illustrated are REQUIRED, except those denoted with the triangle symbol may be omitted when stated elsewhere in the plans, or for routine maintenance work, when approved by the Engineer.
- The CW3-4 "BE PREPARED TO STOP" sign may be installed after the CW20-4D "ONE LANE ROAD AHEAD" sign, but proper sign spacing shall be maintained.
- Sign spacing may be increased or an additional CW20-1D "ROAD WORK AHEAD" sign may be used if advance warning ahead of the flagger or R1-2 "YIELD" sign is less than 1500 feet.
- A Shadow Vehicle with a TMA should be used anytime it can be positioned 30 to 100 feet in advance of the area of crew exposure without adversely affecting the performance or quality of the work. If workers are no longer present but road or work conditions require the traffic control to remain in place, Type 3 Barricades or other channelizing devices may be substituted for the Shadow Vehicle and TMA.
- Additional Shadow Vehicles with TMAs may be positioned off the paved surface, next to those shown in order to protect wider work spaces.

TCP (1-2a)

- R1-2 "YIELD" sign traffic control may be used on projects with approaches that have adequate sight distance. For projects in urban areas, work spaces should be no longer than one half city block. In rural areas on roadways with less than 2000 ADT, work spaces should be no longer than 400 feet.
- R1-2 "YIELD" sign with R1-2aP "TO ONCOMING TRAFFIC" plaque shall be placed on a support at a 7 foot minimum mounting height.

SHEET 1 OF 2



**TRAFFIC CONTROL PLAN
ONE-LANE TWO-WAY
TRAFFIC CONTROL
TCP (1-2) - 18**

BRAZOS COUNTY, TEXAS

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

NO. 24/25 30.01 – 30.06

On this the 13th day of May 2025 at a regular meeting of the Commissioners' Court, the following members were present:

- A. Duane Peters, County Judge, Presiding
- B. Bentley Nettles, Commissioner, Precinct 1
- C. Chuck Konderla, Commissioner, Precinct 2
- D. Fred Brown, Commissioner, Precinct 3
- E. Wanda Watson, Commissioner, Precinct 4
- F. Karen McQueen, County Clerk

The following proceedings were held:

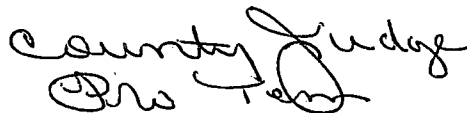
THAT WHEREAS, on the 13th day of May 2025 the Court heard and approved a budget amendment(s) for the 2024-2025 budget year for Brazos County, Texas; and

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 13th day of May 2025.

THE COMMISSIONERS COURT OF BRAZOS COUNTY, TEXAS.

By: 
Duane Peters, County Judge


County Judge

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

No. 24/25 - 30.01

5/13/2025

General Fund**Date:**

SAM

5/7/2025

County Judge Approval

Date _____

For Oracle Entry Only

FUND

DIV

ACCT

Change in Budget

[illegible]

01000

15000100

46023000

200.00

01000

15000100

60010000

200 00

BRAZOS COUNTY, TEXAS
REQUEST FOR BUDGET AMENDMENT TO INCREASE BUDGET

REQUESTING DEPARTMENT

15000100 - Human Resources

REVENUE BUDGET

FY 2025

FUND	DIVISION	ACCOUNT	ACCOUNT DESCRIPTION	DOLLAR AMOUNT
01000	15000100	46023000	Donations - Other	200.00
TOTAL REVENUES				\$ 200.00

EXPENSE BUDGET

FUND	DIVISION	ACCOUNT	ACCOUNT DESCRIPTION	DOLLAR AMOUNT
01000	15000100	60010000	Donated Property - No Tag	\$ 200.00
TOTAL EXPENSES				\$ 200.00

SELECT REASON FOR EXCEPTION TO INCREASE BUDGET FROM BELOW (click in box to select)

- ☐ Debt
- ☐ Grant
- ☐ Unanticipated Revenue
- ☐ Emergency
- ☒ Donation

EXPLANATION

To recognize a donation of two (2) \$100.00 Wal-Mart gift cards to be used to purchase items for the Health & Safety Expo that will be held on June 5, 2025. Donation was approved on May 7, 2025.

ELECTED OFFICIAL OR DEPARTMENT HEAD SIGNATURE



CERTIFIED BY AUDITOR

DATE

5-7-25

DATE

**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources NUMBER:

DATE OF COURT MEETING: 5/6/2025

ITEM: Approval requested from Human Resources for acceptance of two (2) \$100 Walmart gift cards from Wilton's Office Works to be used for purchases for the Health & Safety Expo on June 5, 2025 benefiting employees of Brazos County, City of College Station, and City of Bryan.

TO: Commissioners Court

DATE: 05/01/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: The Human Resources Department is requesting approval to accept a donation that will be used for purchases related to the upcoming Health and Safety Expo. This donation is not included in the current year's budget, as it does not impact county funds. Approval of this agenda item will allow the department to enhance the quality and scope of the expo without additional cost to the County. Failure to approve this item may limit the department's ability to organize this event.

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
<u>Acceptance of Donation Form - Wilton_s 5.1.2025.pdf</u>	Acceptance of Donation Form	Backup Material
<u>Donation Letter - Wilton_s 5.1.2025.pdf</u>	Donation Letter	Backup Material



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

Date: 05/01/2025

☒ Acceptance of Donated/Awarded Property
(Awarded property requires signed court documentation)

☐ Donation of County Property

☐ Acceptance of Donated Inmate Property
(Requires signed inmate documentation – NO VALUE ASSESSED)

Item Description: Two (2) Walmart Gift Cards - \$100 each (totaling \$200)

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: NA Model: NA Year: NA SN/VIN #: NA

☐ Functional ☐ Non-Functional. Explain if Non-Functional NA

Additional Description/Information: Donation of two (2) Walmart Gift cards (\$100 each) for the Health & Safety Expo.

Estimated Value: \$ 200.00

Check box if the donated property is in possession of the County department.

<u>Acceptance of Donated Property</u>	<u>Donation of County Property</u>
<p>Check the appropriate account based on estimated value of property being accepted:</p> <p><input type="checkbox"/> 61235000 (Donation - Other)*</p> <p><input checked="" type="checkbox"/> 60010000 (Minor Property - \$1 - \$4999)</p> <p><input type="checkbox"/> 80010000 (Capital Property - Over \$5000)</p> <p><i>For Budget use only</i></p>	<p>Check the appropriate entity property being donated to:</p> <p>Government Entity: _____</p> <p style="text-align: right;">Organization Name</p> <p>Other (Due to Statutory requirements prior approval is required by Purchasing: _____</p> <p style="text-align: right;">Organization Name</p>

**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. The determination to accept or reject the donation will be made at the sole discretion of Commissioners Court based upon such things as usefulness, projected operating, maintenance, and insurance costs.

Requesting Department: 15000100
Division

Human Resources
Department Name

Raeanna McLonaty
Authorized Signature

Organization Receiving Donated Property: _____
Authorized Signature

Approved by Commissioners Court on this _____ day of _____

Commissioners Court Approval _____

For Treasurer's Use Only	
Division:	<u>15000100</u>
Account:	<u>46023000</u>

WILTON'S OFFICE WORKS

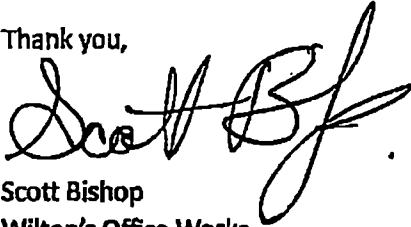
181 N. Earl Rudder Freeway
Bryan, Texas 77802

April 15, 2025

Brazos County Risk Management
200 S. Texas Avenue, Suite 264
Bryan, Texas 77803

This letter is to confirm the donation of two (2) Walmart gift cards in the amount of One Hundred Dollars (\$100.00) each, totaling Two Hundred dollars (\$200.00), to Brazos County for the Brazos County Health and Safety Expo which will be held the first week of June 2025.

Thank you,

A handwritten signature in black ink, appearing to read "Scott Bishop". The signature is fluid and cursive, with a large, stylized "B" and "S".

Scott Bishop
Wilton's Office Works

5/13/2025

[illegible]**General Fund**

To recognize a donation of \$300.00 from Insurers of Texas to be used to purchase items for the Health & Safety Expo that will be held on June 5, 2025. Donation was approved on May 7, 2025.

Date: SAM
5/7/2025

Wanda J. Watson
County Judge Approval
Date 5/13/25
Pro Tem

[illegible]

BRAZOS COUNTY, TEXAS
REQUEST FOR BUDGET AMENDMENT TO INCREASE BUDGET

REQUESTING DEPARTMENT

15000100 - Human Resources

REVENUE BUDGET

FY 2025

FUND	DIVISION	ACCOUNT	ACCOUNT DESCRIPTION	DOLLAR AMOUNT
01000	15000100	46023000	Donations - Other	300.00
TOTAL REVENUES				\$ 300.00

EXPENSE BUDGET

FUND	DIVISION	ACCOUNT	ACCOUNT DESCRIPTION	DOLLAR AMOUNT
01000	15000100	61235000	Donations - Other	\$ 300.00
TOTAL EXPENSES				\$ 300.00

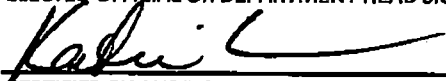
SELECT REASON FOR EXCEPTION TO INCREASE BUDGET FROM BELOW (click in box to select)

- ☐ Debt
- ☐ Grant
- ☐ Unanticipated Revenue
- ☐ Emergency
- ☒ Donation

EXPLANATION

To recognize a donation of \$300.00 from insurers of Texas to be used to purchase items for the Health & Safety Expo that will be held on June 5, 2025. Donation was approved on May 7, 2025.

ELECTED OFFICIAL OR DEPARTMENT HEAD SIGNATURE

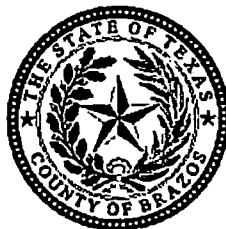


CERTIFIED BY AUDITOR

DATE

5-7-25

DATE



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources NUMBER:

DATE OF COURT MEETING: 5/6/2025

ITEM: Approval requested from Human Resources for acceptance of a monetary donation in the amount of \$300.00 from Insurors of Texas to be used for purchases for the Health & Safety Expo on June 5, 2025 benefiting employees of Brazos County, City of College Station, and City of Bryan.

TO: Commissioners Court

DATE: 05/01/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: The Human Resources Department is requesting approval to accept a donation that will be used for purchases related to the upcoming Health and Safety Expo. This donation is not included in the current year's budget, as it does not impact county funds. Approval of this agenda item will allow the department to enhance the quality and scope of the expo without additional cost to the County. Failure to approve this item may limit the department's ability to organize this event.

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
<u>Acceptance_of_Donation_Form_Insurors_of_TX_final.pdf</u>	Acceptance of Donated Form - Insurors of TX	Cover Memo



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

Date: 05/01/2025

☒ Acceptance of Donated/Awarded Property
(Awarded property requires signed court documentation)

☐ Donation of County Property

☐ Acceptance of Donated Inmate Property
(Requires signed inmate documentation – NO VALUE ASSESSED)

Item Description: Monetary donation from Insurors of Texas in the amount of \$300.00.

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: NA Model: NA Year: NA SN/VIN #: NA

☐ Functional ☐ Non-Functional. Explain if Non-Functional NA

Additional Description/Information: Monetary donation from Insurors of Texas in the amount of \$300.00 for the Health & Safety Expo

Estimated Value: \$ 300.00

Check box if the donated property is in possession of the County department.

Acceptance of Donated Property	Donation of County Property
<p>Check the appropriate account based on estimated value of property being accepted:</p> <p><input checked="" type="checkbox"/> 61235000 (Donation - Other)*</p> <p><input type="checkbox"/> 60010000 (Minor Property - \$1 - \$4999)</p> <p><input type="checkbox"/> 80010000 (Capital Property - Over \$5000)</p> <p><i>For Budget use only</i></p>	<p>Check the appropriate entity property being donated to:</p> <p>Government Entity: _____</p> <p style="text-align: right;">Organization Name</p> <p>Other (Due to Statutory requirements prior approval is required by Purchasing: _____)</p> <p style="text-align: right;">Organization Name</p>

***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. The determination to accept or reject the donation will be made at the sole discretion of Commissioners Court based upon such things as usefulness, projected operating, maintenance, and insurance costs.

Requesting Department: 15000100
Division

Human Resources
Department Name

Pearlene McCortney
Authorized Signature

Organization Receiving Donated Property: _____
Authorized Signature

Approved by Commissioners Court on this _____ day of _____

*Treas Rec'd
5/2/25
JAV*

For Treasurer's Use Only	
Division: _____	15000100
Account: _____	46023000

Commissioners Court Approval _____

No. 24/25 - 30.03

No. 24/25 - 30.03

[illegible]**Hotel Occupancy Tax Fund**

Reallocation of funds to the correct account for the Interlocal Cooperation Contract by and between Brazos County and Texas A&M AgriLife Extension Service for the 2025 State 4H Horse Show.

Date:

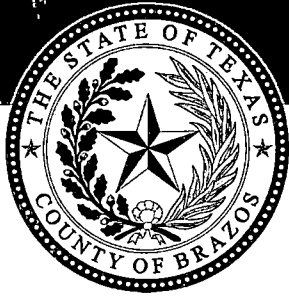
SAM
5/7/2025

Nanda J. Watson
County Judge Approval

Date 5/13/25

County Judge Approval
 [Signature]

[illegible]



BRAZOS COUNTY
REQUEST FOR BUDGET AMENDMENT

**Budget
Amendment
Number**

Budget Amendment Number

30.03

Agenda Date

5/13/2025

Fiscal Year

October 1 - September 30 2025

Requesting Department

BUDGET OFFICE

Requestors Name

Nina Payne

DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	From: Amount
11000 Hotel Occupancy Tax Fun ▼	11002500 Hotel Occupancy Tax ▼	61130000 Contingency ▼	\$ 50,000.00
From: Fund Number	From: Division Name	From: Account Number	AMOUNT OF DECREASE
Total			\$ 50,000.00
			TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	To: Amount
11000 Hotel Occupancy Tax Fun ▼	11002500 Hotel Occupancy Tax ▼	73751000 Texas A&M Agrilife Ex ▼	\$ 50,000.00
To: Fund Number	To: Division Name	To: Account Number	AMOUNT OF INCREASE
Total			\$ 50,000.00
			TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

Reallocation of funds to the correct account for the Interlocal Cooperation Contract by and between Brazos County and Texas A&M Agrilife Extension Service for the 2025 State 4H Horse Show.

File and Documentation

File Upload

Upload

4H Request to move Funds.pdf

1.36MB

Signature

Initiator

Nina Payne

Department (?)

BUDGET OFFICE



Signature

Elected Official/Dept Head

Nina Payne

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Spencer A Mays

Budget Officer Comments

CC Approval Oracle Posted

Completion Date

Sign

Date will be captured on form submission

Comments

Commissioners Court Decision Comments

MEMORANDUM

TO: Duane Peters, County Judge
Bentley Nettles, Commissioner
Chuck Konderla, Commissioner
Fred Brown, Commissioner
Wanda Watson, Commissioner

FROM: Jacqueline Foster, General Manager, Brazos County Exposition Complex
and Brazos Valley Fair & Rodeo

DATE: May 6, 2025

SUBJECT: Request to Move Funds

I respectfully request to move \$50,000.00 to Account #73751000 Texas A&M AgriLife Extension Services due to the Interlocal Cooperation contract by and between Brazos County for the 2025 State 4H Horse Show.

The timing of invoices will result in the 2024 and 2025 payments being made in the same Fiscal Year (FY25).

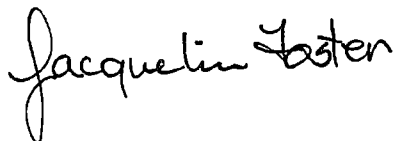
On December 18, 2024, we received an invoice from Texas A&M AgriLife Extension for services related to the July 20–27, 2024 show. Due to the delay in receiving this invoice, payment was processed on January 28, 2025. As a result, the expense was recorded in Fiscal Year 2025 (FY25).

Subsequently, on April 14, 2025, we received the invoice for the upcoming State 4H Horse Show to be held July 19–25, 2025. This invoice is also scheduled for payment within FY25.

As a result, both the 2024 and 2025 show invoices are being paid in the same fiscal year. This overlap is an exception caused by the late receipt of the 2024 invoice and does not reflect a change in our standard payment procedures.

It is critical to note that timely payment of the 2025 invoice is required under our 5-year contract with Texas A&M AgriLife Extension. Failure to do so would constitute a breach of contract.

Thank you for your consideration.



TEXAS A&M AGRI LIFE EXTENSION

Billing Department
07 4-H Connect
College Station, Texas 77842
Email: BAR@ag.tamu.edu Phone: 979-314-5705

Date	Invoice
04/14/2025 02:50 PM	E513354

Bill To
Customer 5500000000183 BRAZOS COUNTY 200 S TEXAS AVE BRYAN, TX 77803

Total Amount Due
\$50000.00

Description of Goods/Services	Price	Quantity	Total
2025 State 4-H Horse Show 25-0379	\$50000.00	1.00	\$50000.00

Sales Tax: \$0.00
Total Due: \$50000.00

Comments

2025 State 4-H Horse Show, Brazos County

Additional Comments

2025 State 4-H Horse Show, Brazos County

ALL PAYMENTS ARE DUE WITHIN 30 DAYS OF RECEIPT OF INVOICE.

Please make checks payable to **Texas A&M AgriLife Extension Service** and reference the invoice number on the check.

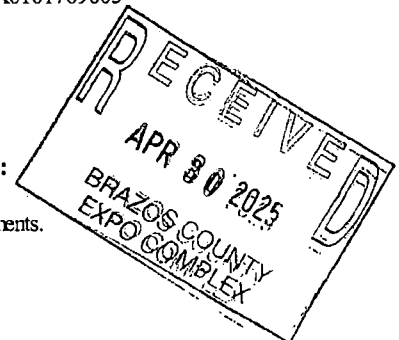
REMIT CHECK PAYMENTS TO: FEIN:74-6000537 State Agency:35555555552 049 AB vid:X0101769005

Texas A&M AgriLife Extension Service
Attn: Banking and Receivables Department
PO Box 10420
College Station, TX 77842

To pay by credit card, please visit the below link:

<https://fmo.tamu.edu/invoice-payment-07>

A 2.75% non-refundable fee is charged to all credit card payments.



M2401481

INTERLOCAL COOPERATION CONTRACT
by and between
BRAZOS COUNTY
and
TEXAS A&M AGRILIFE EXTENSION SERVICE

This Interlocal Cooperation contract (hereafter termed "Agreement") is made pursuant to Chapter 791, Texas Government Code, *Interlocal Cooperation Contract*, and is entered into by and between **Brazos County** (hereafter referred to as "County"), a county within the State of Texas, and **Texas A&M AgriLife Extension Service** (hereafter referred to as "AgriLife Extension"), a member of The Texas A&M University System, and an agency of the State of Texas.

SECTION 1
PURPOSE

- 1.01 AgriLife Extension organizes an annual State 4-H Horse Show, a competition concentrated on equine events open to 4-H members (hereafter referred to as the "Event"). The Event is an eight-day event attended by hundreds of people from all over the state of Texas. For years, the Event was held in Taylor County, Texas. AgriLife Extension moved the Event to Brazos County for years 2019 through 2023, and desires to hold the Event in Brazos County for years 2024 through 2028.
- 1.02 County desires to have the Event in Brazos County and anticipates that the Event will promote and encourage tourism and local business consumption, including the area's hotel industry, resulting in increased revenues.
- 1.03 In support of the Event and to encourage its growth and longevity in Brazos County, County has agreed to provide support for the Event through an annual monetary contribution as further provided herein.

SECTION 2
TERM

- 2.01 Term: This Agreement becomes effective on the date of execution of final signature and ends on August 31, 2028 (the "Term"), unless terminated earlier in accordance with Section 2.02 of this Agreement.
- 2.02 Termination: This Agreement may be terminated prior to the expiration of the Term, upon thirty (30) calendar days written notice to the other party, sent to the address indicated in Section 5.01 of this Agreement, if AgriLife Extension fails to hold the Event in Brazos County in any year during 2024 through 2028, and the failure is not due to a Force Majeure Event (defined in Paragraph 5.02). Additionally, this Agreement may be terminated by mutual written agreement of the parties signed by an authorized representative of each

M2401481

party. Either party may terminate this Agreement effective upon written notice to the other party if the other party materially breaches any term of this Agreement and fails to cure such breach within thirty (30) days after receiving written notice of the breach.

SECTION 3 OBLIGATIONS & SUPPORT

- 3.01 Funding:** County agrees to pay to AgriLife Extension through the Hotel Occupancy Tax Funds ("HOT Funds") \$50,000 (Fifty Thousand Dollars) annually for five (5) consecutive years as support for the Event. Payment shall be made on (or before) April 1st of each year beginning April 1, 2025, and is intended to be used for that year's Event. The payment for the 2024 Event shall be made on July 1, 2024. Payment is due in one lump sum payment. If tendered by check, it shall be payable to Texas A&M AgriLife Extension Service and shall be remitted by County to the following address:

Texas A&M AgriLife Extension Service
Attn: Banking & Receivables
P.O. 10420
TAMUS 2147
College Station, TX 77843-2147

Alternatively, payment may be made by wire transfer. For wiring instructions please contact AgriLife Extension Banking & Receivables: banking.receivables@ag.tamu.edu.

An invoice will be provided by AgriLife Extension upon request.

- 3.02 Use of Funds:** AgriLife Extension may use the funds paid by County for any expenses incurred by AgriLife Extension associated with the Event. Unspent funds, if any, remaining at the conclusion of the Event each year, will remain with AgriLife Extension and may be used by AgriLife Extension for the following year's Event or any other 4-H related activity.
- 3.03 Reimbursement:** In the event that County remits funds to AgriLife Extension and AgriLife Extension fails to hold the Event in Brazos County during the year for which the funds were remitted, and the failure is not due to a Force Majeure Event, AgriLife Extension shall reimburse to County the funds received for that year's Event.

SECTION 4 BRAZOS COUNTY EXPO REWARDS PROGRAM

- 4.01** In addition to the support set out in Paragraph 3.01, County will provide additional support for the Event each year during the term of the Agreement, beginning in 2024, through the Brazos County Expo Complex Rewards Program ("Rewards Program"). Specifically, County will provide a discount to AgriLife Extension on facility fees of up to \$12,000 annually, for five consecutive years, through its Rewards Program following conclusion of the Event provided that AgriLife Extension complies with the terms specified herein.

M2401481

- A. AgriLife Extension will coordinate with County's Visit College Station and Destination Bryan to block hotel room blocks for the Event and to track use of local hotel rooms by Event attendees. AgriLife Extension, Visit College Station, or Destination Bryan will provide County with documentation regarding Event hotel room occupancy within the County following the Event.
- B. Provided that at least 75 surveys are completed by Event attendees during a given Event year, County will discount AgriLife Extension \$500 through the Reward Program following that year's Event.
- C. If AgriLife Extension meets the survey threshold listed in Section 4.01.B., County will discount AgriLife Extension an additional amount under the applicable hotel room tier as follows:
 - (i) Provided that at least 601 room nights are credited to AgriLife Extension's Event during a given Event year, County will discount AgriLife Extension an additional \$11,500 through the Rewards Program following that year's Event.
 - (ii) If 401 to 600 room nights are credited to AgriLife Extension's Event during a given Event year, County will discount AgriLife Extension an additional \$8,500 through the Rewards Program following that year's Event.
 - (iii) If 201 to 400 room nights are credited to AgriLife Extension's Event during a given Event year, County will discount AgriLife Extension an additional \$6,500 through the Rewards Program following that year's Event.
 - (iv) If 100 to 200 room nights are credited to AgriLife Extension's Event during a given Event year, County will discount AgriLife Extension an additional \$4,500 through the Rewards Program following that year's Event.
 - (v) If less than 100 room nights are credited to AgriLife Extension's Event during a given Event year, AgriLife Extension will receive no additional support through the Rewards Program for that year's event.
- D. For the avoidance of doubt, County will discount AgriLife Extension the applicable hotel tier amount in addition to the amount discounted under Section 4.01.B. for meeting the survey threshold.
- E. The additional support provided through the Rewards Program in Sections 4.01.B. and 4.01.C. will be provided in the form of a discount on the facility use invoice provided by County. If, for any reason, County does not have the necessary information to determine the applicable Rewards Program amount owed to AgriLife Extension when the invoice is provided, County will invoice AgriLife Extension for the full facility use amount and reimburse AgriLife Extension when

M2401481

the applicable Rewards Program amount is determined. Such reimbursement will be paid by County by the end of the calendar year in which the Event is held. This Section shall survive the expiration or termination of the Agreement.

- 4.02. If applicable in accordance with Section 4.01.E., payment of funds through the Rewards Program shall be remitted to the address provided in Paragraph 3.01 above or by wire transfer following submission of Event hotel occupancy each year.

SECTION 5 MISCELLANEOUS

- 5.01 Addresses: Any notices required or permitted under this Agreement must be in writing and will be deemed given: (i.) three (3) business days after it is deposited and postmarked with the United States Postal Service, postage prepaid, certified mail, return receipt requested, (ii.) the next business day after it is sent by overnight carrier, (iii.) on the date sent by email transmission with electronic confirmation of receipt by the party being notified, or (iv.) on the date of delivery if delivered personally. County and/or AgriLife Extension can change the notice address by sending to the other party written indication of the new address. Notices should be addressed as follows:

County:	Brazos County 200 S. Texas Ave., Suite 332 Bryan, TX 77803
AgriLife Extension:	Texas A&M AgriLife Extension Service Attn: Texas A&M AgriLife Contract Office 2147 TAMU 578 John Kimbrough Blvd. College Station, TX 77843-2147 979-845-7879 contracts@ag.tamu.edu

- 5.02 Force Majeure: Neither party shall be held liable or responsible to the other party nor be deemed to have defaulted under or breached this Agreement for failure or delay in fulfilling or performing any obligation under this Agreement (other than an obligation for the payment of money) if and to the extent such failure or delay is caused by or results from causes beyond the affected party's reasonable control, including, but not limited to, acts of God, strikes, riots, floods, fires, epidemics, quarantines and similar governmentally mandated closures or restrictions, natural disasters, severe weather events, embargoes, wars, insurrections, terrorist acts, or any other circumstances of like character (together "Force Majeure Event(s)"); provided, however, that the affected party has not caused such Force Majeure Event(s), shall use reasonable efforts to avoid or remove such causes of nonperformance, and shall continue performance hereunder with reasonable dispatch whenever such causes are removed. The party impacted by the Force Majeure Event(s) shall provide the other party with prompt written notice of any delay or failure to perform that occurs by reason of force majeure, including describing the Force Majeure Event(s)

M2401481

and the actions taken to minimize the impact of such event(s). If the Force Majeure Event(s) prevents or delays performance for thirty (30) days or longer, then either party may terminate this Agreement for convenience effective upon written notice.


- 5.03 Parties Relationship: Nothing in the Agreement should be construed as creating a partnership, joint venture, agency relationship, or exclusive relationship between County and AgriLife Extension.
- 5.04 Applicable Law: This Agreement is construed under and in accordance with the laws of the State of Texas.
- 5.05 Cumulative Rights: All rights, options, and remedies contained in this Agreement and held by County and AgriLife Extension are cumulative and the exercising of one will not exclude exercising another. County and AgriLife Extension each have the right to pursue any remedy or relief which may be provided by law, in equity, or by the stipulations of this Agreement. AgriLife Extension is an agency of the State of Texas and nothing in this Agreement waives or relinquishes the right of AgriLife Extension to claim any exemptions, privileges, or immunities as may be provided by law.
- 5.06 Non-waiver: A waiver by either County and AgriLife Extension, or both, of any obligation, duty, or covenant of this Agreement will not constitute a waiver of any other breach of any obligation, duty, or covenant of this Agreement. Additionally, the parties expressly agree that no provision of this Agreement is in any way intended to constitute a waiver of any immunities from suit or from liability that either party has by operation of law.
- 5.07 Severability: If any clause or provision of this Agreement is illegal, invalid, or unenforceable under present or future law, County and AgriLife Extension intend that the remaining clauses or provisions of this Agreement will not be affected and will remain in full force and effect if the essential terms of this Agreement remain valid, legal, and enforceable.
- 5.08 Entire Agreement: This Agreement contains the final and entire agreement between County and AgriLife Extension, and will not be amended, explained, or superseded by any oral or written communications; unless done so in a subsequent, written, and mutually agreed upon amendment.
- 5.09 Successors and Assigns: All the obligations, duties, covenants, and rights contained in this Agreement and performable by County will be applicable and binding upon respective successors and assigns, including any successor by merger or consolidation; however, nothing in this provision shall be construed to be consent of assignment of this Agreement.
- 5.10 Dispute Resolution: Any dispute between County and AgriLife Extension regarding this Agreement will be governed by Texas Government Code, Chapter 2009, *Alternative Dispute Resolution for Use by Governmental Bodies*, and any applicable Model Rules promulgated by the Office of the Attorney General, the State of Texas.

M2401481

- 5.11 Public Information Act: County acknowledges that AgriLife Extension is obligated to strictly comply with the Public Information Act, Chapter 552, Texas Government Code, in responding to any request for public information pertaining to this Agreement, as well as any other disclosure of information required by applicable Texas law.
- 5.12 Counterparts: This Agreement may be executed in any number of counterparts, including facsimile or scanned/mailed PDF documents. Each such counterpart, facsimile, or scanned/mailed PDF document shall be deemed an original instrument, and all of which, together, shall constitute one and the same executed Agreement.

EXECUTED by County, by its duly authorized agent.

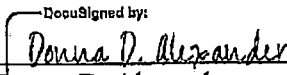
Brazos County

By: 
Duane Peters
County Judge

Date: July 23, 2024

EXECUTED by AgriLife Extension, by its duly authorized agent.

Texas A&M AgriLife Extension Service

By: 
Donna D. Alexander
Assistant Agency Director, CFO

Date: July 9, 2024 | 12:38 PM PDT

 AR

Purchase Order 250002088

Final close
1/28/25



CLOSED

✓ COMPLETED

Bill To
Brazos County
P.O. Box 914
Bryan, TX 77803

Order Date	JAN-22-2025
Change Order	0
Change Order Date	JAN-22-2025
Revision	0
Ordered	\$50,000.00

Supplier
Texas A&M AgriLife Extension Service
2619 HWY 21 West
Bryan, TX 77807

Department Name
Hotel Occupancy Tax

Ship To
Exposition Center
5827 Leonard Road
Bryan, Texas 77807

Contract No.

Approver
Presley Nelson

Customer Account Number
Supplier Number 96898
Payment Terms Net 30
Freight Terms Delivered
FOB Brazos County
Shipping Method Best
Deliver To Contact
Julia Owens
E-mail: JOwens@brazoscountyexpo.com
Phone

Line	Item	Quantity	UOM	Unit Price	Extended Price
1	Payment for FY 25 - Interlocal Cooperation contract between Brazos County & Texas A&M AgriLife Extension service for State 4H Horse show / 5 yr agreement 2024-2028. PO Charge Account 11000.11002500.73751000.00000.0000.000000 Project Number:	0		50,000.00	\$50,000.00
			Extended price		\$50000

Total

\$50,000.00
~~50,000.00~~ = E 511832
Ø

BRAZOS COUNTY IS EXEMPT FROM SALES TAX

Terms & Conditions are applicable to all purchases and can be found on www.brazoscountytexas.gov under Departments, then Purchasing.

TEXAS A&M AGRI LIFE EXTENSION

Billing Department
07 4-H Connect
College Station, Texas 77842
Email: BAR@ag.tamu.edu Phone: 979-314-5705

PAID
11/28/25

Date	Invoice
12/18/2024 02:07 PM	E511832

Bill To
Customer 5500000000183 BRAZOS COUNTY 200 S TEXAS AVE BRYAN, TX 77803

Total Amount Due
\$50000.00

Description of Goods/Services	Price	Quantity	Total
2024 State 4-H Horse Show 25-0189	\$50000.00	1.00	\$50000.00

Sales Tax: \$0.00
Total Due: \$50000.00

Comments

2024 State 4-H Horse Show, Brazos County

Additional Comments

2024 State 4-H Horse Show, Brazos County

ALL PAYMENTS ARE DUE WITHIN 30 DAYS OF RECEIPT OF INVOICE.

Please make checks payable to **Texas A&M AgriLife Extension Service** and reference the invoice number on the check.

REMIT CHECK PAYMENTS TO: FEIN:74-6000537 State Agency:3555555552 049 AB vid:X0101769005

Texas A&M AgriLife Extension Service
Attn: Banking and Receivables Department
PO Box 10420
College Station, TX 77842

To pay by credit card, please visit the below link:

<https://fmo.tamu.edu/invoice-payment-07>

A 2.75% non-refundable fee is charged to all credit card payments.

Invoice Approval

50,000.00 USD

Texas A&M AgriLife Extension Service

E511832

12/18/2024



Details

Requester Julia Owens
Description Paying invoice
Supplier Site MAIN-PAY
Business Unit Brazos County

Notes

Note Author	Note Text
Julia Ann Owens	We had to create the PO to pay the invoice.

Amount Summary

Line Type	Amount
Item	50,000.00
Total	50,000.00

Cost Center Summary

Cost Center	Amount
Hotel Occupancy Tax	50,000.00
Total	50,000.00

Lines

Invoice Line	Amount
1. Payment for FY 24 - Interlocal Cooperation contract between Brazos	50,000.00

**County & Texas A&M AgriLife Extension
service for State 4H Horse show / 5 yr
agreement 2024-2028.**

Purchase Order 250002088-1-1

Variances

Not Received 50,000

Distributions

11000-11002500-73751000-00000-0000-000000
Hotel Occupancy Tax Fund-Hotel Occupancy
Tax-Texas A&M AgriLife Extension Service-No
Value-No Value-No Value

Total 50,000.00

Installments

Due Date	Amount
----------	--------







1. 2/8/2025	50,000.00
-------------	-----------

Payment Method	Brazos_Check
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Payment Priority	99
------------------	----

Total 50,000.00

Approvals

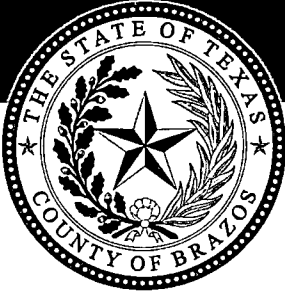
 Approved by Wanda Grimes Dorn	1/23/2025 1:24 PM
 Claimed by Wanda Grimes Dorn	1/23/2025 1:24 PM
 Approved by Cheryl Rushing	1/23/2025 9:19 AM
 Claimed by Cheryl Rushing	1/23/2025 9:19 AM
 Submitted by Julia Owens	1/22/2025 2:11 PM
 TX A&M AgriLife Extension Inv E511832 - 1.9.25.pdf	

Transaction details

In-app notification

5/13/2025

3,127.08



BRAZOS COUNTY
REQUEST FOR BUDGET AMENDMENT

Budget
Amendment
Number

Budget Amendment Number

30.04

Agenda Date

5/13/2025

Fiscal Year

October 1 - September 30 2025

Requesting Department

FACILITIES SERVICES

Requestors Name

Shelley Turek

DECREASE EXPENDITURE(S):

1000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S):

17000200 Landscaping

From: Division Name

DECREASE EXPENDITURE(S):

65400000 Grounds Maintenance

From: Account Number

From: Amount

\$

3,127.08

AMOUNT OF DECREASE

Total

\$ 3,127.08

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

1000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S):

17000200 Landscaping

To: Division Name

INCREASE EXPENDITURE(S):

60500000 Equipment & I.T. Enhanc

To: Account Number

To: Amount

\$

3,127.08

AMOUNT OF INCREASE

Total

\$ 3,127.08

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

Reallocation of funds to cover the cost of a computer / monitor / software for landscape shop and to replace grounds equipment (weed eaters, blowers, etc. for the current budget.

File and Documentation

File Upload

Upload	
Bryan Outboard Blowers for Landscape.pdf	19.32KB
Computer for landscape.pdf	69.33KB

Signature

Initiator

Shelley Turck

Department (?)

FACILITIES SERVICES



Signature

Elected Official/Dept Head

Ernest Stuts

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Spencer A Mays

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date will be captured on form submission

Comments

Commissioners Court Decision Comments



Southern Computer Warehouse
1395 S. Marietta Parkway
Building 300
Marietta, Georgia 30067
United States
<http://www.scw.com>
(P) 877-GOTOSCW
(F) 770.579.8937

Quote (Open)

Date

Apr 29, 2025 04:59 PM EDT

Modified Date

Apr 30, 2025 09:33 AM EDT

Quote

1867085 - rev 1 of 1

Description

BUDGETARY RITM39719 - HP PRO MINI 400 G9

SalesRep

Reardon, Josh
(P) 770-579-8927 ext. 291

Customer Contact

Johnson, Stefanie
(P) 979-361-4520
IT_Acquisitions@brazoscountytexas.gov

Customer

Brazos County TX (BT4013)
Johnson, Stefanie
Purchasing
300 E. 26th St., Ste. 314
Bryan, TX 77803
United States
(P) 979 361-4310
(F) 979 361-4346

Bill To

Brazos County TX
AUDITORS, OFFICE
PO BOX 914
Bryan, TX 77803
United States
(P) 979-361-4572
IT_Acquisitions@brazoscountytexas.gov

Ship To

Brazos County TX
REF, PO
205 E 27th St
IT Dept
Bryan, TX 77803
United States
(P) 979-361-4572
IT_Acquisitions@brazoscountytexas.gov

Customer PO:

Special Instructions:

Terms:

Undefined

Ship Via:

GROUND

Carrier Account #:

#	Image	Description	Part #	List Price	% off	Qty	Unit Price	Total
1		ViewSonic - ViewSonic VA2256-MHD LED monitor - 22" (21.5" viewable) - 1920 x 1080 Full HD (1080p) @ 75 Hz - IPS - 250 cd/m² - 1000:1 - 15 ms - HDMI, VGA, DisplayPort - speakers	VA2256-MHD	\$159.00	15.07%	2	\$135.04	\$270.08
						(Avail. 6162)		
Contract								
TIPS - 230105 - Tech Products, Software, Services - Technology Solutions Products, Software & Ser								
2		HP Inc. - HP PRO MINI 400 G9 I714700T 32GB/512GBPC	A92VGUC#ABA	\$2,319.00	48.54%	1	\$1,193.29	\$1,193.29
						(Avail. 1)		
Contract								
TX DIR-TSO-4159 HP Inc - PC, Peripheral, Print,Supplies & Services								
3		Belkin - Belkin Commercial Surge protector - AC 125 V - 1875 Watt - output connectors: 8 - 8 ft cord	BE108000-08-CM	\$20.95	-9.64%	1	\$22.97	\$22.97
						(Avail. 984)		
Contract								
TX DIR-CPO-5090 Apple - Apple Branded Products								
4		Panduit - Panduit TX6-28 Category 6 Performance Patch cable - RJ-45 (M) to RJ-45 (M) - 10 ft - UTP - CAT 6 - bootied, stranded - blue	UTP28SP10BU	\$22.84	44.40%	2	\$12.70	\$25.40
						(Avail. 303)		
Contract								
TX DIR-CPO-5099 Peripherals - Misc IT Hardware Peripherals								
5		HP Inc. - HP VESA sleeve	99T54AA	\$39.00	3.97%	1	\$37.45	\$37.45
						(Avail. 537)		
Contract								
TX DIR-TSO-4159 HP Inc - PC, Peripheral, Print,Supplies & Services								
6		C2G - C2G 3ft Ultra High Definition DisplayPort Cable with Latches 8K DisplayPort Cable - M/M - DisplayPort cable - DisplayPort (M) to DisplayPort (M) - 3 ft - latched - black	54400	\$20.99	49.02%	2	\$10.70	\$21.40
						(Avail. 10600)		
Contract								
TX DIR-CPO-5099 Peripherals - Misc IT Hardware Peripherals								
7		Logitech - Logitech Z150	980-000802	\$34.99	-8.72%	1	\$38.04	\$38.04



Speakers - for PC - black

(Avail.
1024)

Contract

TX DIR-CPO-5099 Peripherals - Misc IT Hardware Peripherals

8		Logitech - Logitech BRIO 4K Ultra HD webcam Webcam - color - 4096 x 2160 - audio - USB	960-001105	\$169.99	-11.21%	1	\$189.05	\$189.05
---	---	---	------------	----------	---------	---	----------	----------

(Avail.
10062)

Contract

TX DIR-CPO-5099 Peripherals - Misc IT Hardware Peripherals

Thank you for the opportunity.

Quote valid for 30 days unless formal bid provides different term. Promotional pricing is valid only during term of promotion and while supplies last. All returns must be authorized and clearly marked with a valid RMA number. RMA's are subject to restock fees when applicable.

These prices may not include applicable taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material unless specifically listed above. Please note that expedited shipping charges are estimated, and could decrease or increase when invoiced. All prices are subject to change without notice. Supply subject to availability.



Subtotal: \$1,797.68
Tax (.0000%): \$0.00
Shipping: \$0.00
Total: \$1,797.68
(List Price: \$2,989.59)



Pricing Proposal
Quotation # 28057893
Reference # 72105738
Created On 4/9/2025
Valid Until 4/30/2025

TX-County of Brazos

Juan Aleman
AUDITOR OFFICE PO BOX 814
ATTN: A/P DEPT
BRYAN TX 77803
United States
Phone 9793614353
Fax
Email J.Aleman@brazoscountytexas.gov

Inside Account Manager

Jerdys Villafana
290 Davidson Ave
Somerset NJ 08873
Phone | Toll Free 888 394 5232 ext 6524741
Fax 888 394 5322
Email Jerdys_Villafana@SHI.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 O365 G3 GCC Sub Per User Microsoft Part# AAA 11894 Contract Name Adobe/Microsoft Software & Related Services Contract # DIR CPO 5237 Coverage Term - 10/31/2025 Note 6 months Year 3 of 3	1	\$119.58	\$119.58
2 CCAL Bridge O365 Sub Per User Microsoft Part# AAA 12414 Contract Name Adobe/Microsoft Software & Related Services Contract # DIR CPO 5237 Coverage Term - 10/31/2025 Note 6 months Year 3 of 3	1	\$9.84	\$9.84
3 Teams AC with Dial Out US/CA GCC Sub Add-on Microsoft Part# NYH 00001 Contract Name Adobe/Microsoft Software & Related Services Contract # DIR CPO 5237 Coverage Term 11/1/2024 - 10/31/2025 Note 6 months Year 3 of 3	1	\$0.00	\$0.00
Total			\$129.42

Additional Comments

Due to the potential impact of any current or future tariffs the price and availability of hardware items on this quote may be subject to change

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item

Bryan Outboard Inc
 702 N Texas Ave
 Bryan TX 77803
 979 822 6836

Invoice

DATE	TICKET
Thursday May 01 2025 8 46 18 AM	80458 Page 1 of 1

BILL TO

99000491581
 BRAZOS COUNTY FACILITY SERVICES
 206 NORTH WASHINGTON AVE
 BRYAN TX 7780

SHIP TO

99000491581
 BRAZOS COUNTY FACILITY SERVICES
 206 NORTH WASHINGTON AVE
 BRYAN TX 7780
 9793614480

PO NUMBER	TERMS	REP	SHIP	VIA	F O B	Customer ID
	Upon Receipt					9793614480
QUANTITY	ITEM	DESCRIPTION			PRICE EACH	AMOUNT

1	515943	BR800 BLOWER (S# BR800X) Ser # 544336440 (Was \$659 99 Saved 9%)			\$599 99	\$599 99
1	515943	BR800 BLOWER (S# BR800X) Ser # 544336444 (Was \$659 99 Saved 9%)			\$599 99	\$599 99

Sub Total \$1 199 98
 Sales Tax \$0 00
 Total \$1 199 98

Payments Amount
 ACCOUNT \$1 199 98
 \$1 199 98

Sign _____

Tax Jurisdiction	Sales	Tax
Texas	\$0 00	\$0 00

Total Saved 9%

House Charge Balance = \$1 199 98 (as of 5/1/2025)

Thank You for Shopping at Bryan Outboard Inc

1-new
 1-replacement



Amt Due \$1,199 98

CS

5/13/2025

[illegible]**General Fund**

Reallocate funds from the IT Department to Tax Assessor - Collector for the replacement of a broken scanner that is no longer working or repairable.

Date:

SAM
5/7/2025


5/13/25

 County Judge Approval Date


[illegible]



BRAZOS COUNTY
REQUEST FOR BUDGET AMENDMENT

Budget
Amendment
Number

Budget Amendment Number

30.05

Agenda Date

5/13/2025

Fiscal Year

October 1 - September 30 2025

Requesting Department

INFORMATION TECHNOLOGY

Requestors Name

Stefanie K. Johnson

DECREASE EXPENDITURE(S):

1000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S):

14000006 Information Technolog

From: Division Name

DECREASE EXPENDITURE(S):

60500000 Equipment & I.T. Enh

From: Account Number

From: Amount

\$

1,010.10

AMOUNT OF DECREASE

Total

\$ 1,010.10

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

1000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S):

13000100 Tax Assessor - Collec

To: Division Name

INCREASE EXPENDITURE(S):

60500000 Equipment & I.T. Enh

To: Account Number

To: Amount

\$

1,010.10

AMOUNT OF INCREASE

Total

\$ 1,010.10

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

Reallocate funds from the IT Department to Tax Assessor - Collector for the replacement of a broken scanner that is no longer working or repairable.

File and Documentation

File Upload

Upload
GovConnection Quote - RITM39984.pdf

238.47KB

Signature

Initiator

Stephanie Johnson

Department (?)

INFORMATION TECHNOLOGY



Signature

Elected Official/Dept Head

Eric V. Caldwell, CGO

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Spencer A Mays

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date will be captured on form submission

Comments

Commissioners Court Decision Comments



SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Account Executive: Scott Jones
Phone:
Fax:
Email: scott.jones@connection.com

25758705.01

PLEASE REFER TO THE ABOVE QUOTE # WHEN ORDERING

Date: 5/5/2025
Valid Through: 6/4/2025
Account #: S05431

Customer Contact: Stefanie Johnson
Email: it_acquisitions@brazoscountytexas.gov

Phone: (979) 361-4520
Fax:

QUOTE PROVIDED TO:	SHIP TO:
AB#: 11223141 COUNTY OF BRAZOS AUDITORS OFFICE PO BOX 914 BRYAN, TX 77803 US (979) 361-4310	AB#: 11223143 COUNTY OF BRAZOS 205 E 27TH ST WAREHOUSE IT BRYAN, TX 77803 US (979) 361-4310

DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	15.00 lbs	Net 30	SOURCEWELL RFP#081419

Important Notice: — THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our Sourcewell Contract # 081419. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

* Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
1	1	41412386	PA03810-B055	FI-8170, Scanner	Ricoh	\$ 1,010.10	\$ 1,010.10
Subtotal							\$ 1,010.10
Fee							\$ 0.00
Shipping and Handling							\$ 0.00
Tax							Exempt!
Total							\$ 1,010.10



ORDERING INFORMATION

GovConnection, Inc. DBA Connection
SOURCEWELL Contract # RFP#081419
Contract Expiration: 30 October 2024

Please contact your account manager with questions.

Ordering Address
GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Remittance Address
GovConnection, Inc.
PO Box 536477
Pittsburgh, PA 15253-5906

Please reference the Contract # on all purchase orders.

TERMS & CONDITIONS

Payment Terms:	NET 30 (subject to approved credit)
FOB Point:	DESTINATION (within Continental US)
Maximum Order Limitation:	NONE
Delivery Time:	1-30 DAYS ARO
FEIN:	52-1837891
DUNS Number:	80-967-8782
CEC:	80-068888K
Cage Code:	OGTJ3
Business Size:	LARGE

WARRANTY: Manufacturer's Standard Commercial Warranty

NOTE: It is the end user's responsibility to review, understand and agree to the terms of any End User License Agreement (EULA).

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our Sourcewell Contract # 081419. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

If you require a hard copy invoice for your credit card order, please visit the link below and click on the Proof of Purchase/Invoice link on the left side of the page to print one: <https://www.govconnection.com/web/Shopping/ProofOfPurchase.htm>

Notice on Tariff Tax Impacts: Please be aware that the pricing shown in this quote is potentially subject to change at time of order placement due Federal Government tax law changes resulting in increases in Tariff's assessed on imports and exports, which are outside our control and the control of our suppliers. Please confirm pricing with your Account Manager prior to order placement. We apologize for this inconvenience.

Please forward your Contract or Purchase Order to:

SLEDOPS@connection.com

QUESTIONS: Call 800-800-0019

FAX: 603.683.0374

No. 24/25 - 30.06

5/13/2025

General Fund**Date:**

County Judge Approval
One Term

5/13/25
Date

[illegible]



BRAZOS COUNTY

REQUEST FOR BUDGET AMENDMENT

Budget
Amendment
Number

Budget Amendment Number

30.06

Agenda Date

5/13/2025

Fiscal Year

October 1 - September 30 2025

Requesting Department

kconner@brazoscountytexas.gov

Requestors Name

Marci Turner

DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	From: Amount
1000 General Fund	11001500 Contingency	61130000 Contingency	\$ 175,000.00
From: Fund Number	From: Division Name	From: Account Number	AMOUNT OF DECREASE

Total \$ 175,000.00
TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	To: Amount
1000 General Fund	11002000 Community Support	73425000 Economic Developme	\$ 175,000.00
To: Fund Number	To: Division Name	To: Account Number	AMOUNT OF INCREASE

Total \$ 175,000.00
TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

The ILA with City of College Station for the Dartmouth & Harvey Mitchell Parkway Development Area extension does not require the City to invoice annually. They will not invoice in FY 24-25. However, the ILA is in force until either tax year 2032 or the County's contribution equals \$1,250,000. Rather than wait until COCS invoices, we want to recognize the expense in the year it is earned, and therefore will be accruing a liability each year of the agreement until such time as it expires. The annual calculation is 50% of the M&O rate on incremental tax collected on all properties within the Dartmouth & Harvey Mitchell Development Area. With this FY25 calculation, the amount of liability will total \$450,000.

File and Documentation

File Upload

Upload
Dartmouth ILA.pdf

2.58MB

Signature

Initiator

Karci Turner

Department (?)

COUNTY AUDITOR



Signature

Elected Official/Dept Head

Katie Conner

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Spencer A Mays

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date will be captured on form submission

Comments

Commissioners Court Decision Comments

INFRASTRUCTURE AGREEMENT

Between

BRAZOS COUNTY and CITY OF COLLEGE STATION

This Agreement is entered into between Brazos County, Texas, a political subdivision of the state of Texas ("County") and the City of College Station, Texas, a Texas home-rule municipality and political subdivision of the state of Texas ("City").

Whereas, the County and the City are authorized to enter into this Agreement pursuant to the Interlocal Cooperation Act codified in Chapter 791 Texas Government Code and other applicable law; and

Whereas, the County is authorized under Chapter 381 Texas Local Government Code to create certain economic development programs for public purposes, including the promotion of local economic development and the stimulation of business and commercial activity within the County including portions located within the City, and including providing mechanisms for funding for much-needed public infrastructure; and

Whereas, the City is authorized under Chapter 380 Texas Local Government Code to create certain economic development programs for public purposes, including the promotion of local economic development and the stimulation of business and commercial activity within the County including portions located within the City, and including providing mechanisms for funding for much-needed public infrastructure; and

Whereas, as authorized under Article III, Section 52-a of the Texas Constitution and related statutory authority both parties desire to adopt a program as set forth herein and recognize that doing so will promote economic development activity, job creation, increased tax revenues, increased opportunity for expediting construction of city/county projects, creation of new businesses, infrastructure commitments and streamlined implementation; and

Whereas, the City intends to finance, fund and develop certain identified public improvements in accordance with the terms and conditions of this Agreement; and

Whereas, the County intends to assist in the funding and/or reimbursement for the development of certain identified public improvements in accordance with the terms and conditions of this Agreement; and

Whereas, the County and the City have identified a geographic area located within the City within which to implement the program created herein; now therefore

For and in consideration of the promises and the mutual agreements set forth herein, the County and the City hereby agree as follows:

Article I General Terms

Incorporation of Recitals. The recitals to this Agreement are hereby incorporated for all purposes.

Definitions and Terms. In addition to the terms identified in the recitals, the following additional definitions and terms shall apply:

"Base Year Taxable Value" means the Taxable Value as of January 1, 2017 for ad valorem and personal property taxes levied and collected by the parties for the Development Area.

"County Contribution(s)" means the County's annual payments based upon the increase in Taxable Value from the Base Year Taxable Value within the Development Area pursuant to this Agreement.

"Dartmouth & Harvey Mitchell Parkway Development Area" "D-HMPD Area" or "Development Area" means the portion of the City that lies in and near the intersection of Dartmouth and Harvey Mitchell Parkway roadways and as further set out in Exhibit "A" attached hereto and made a part hereof.

"Effective Date" means the date this Agreement is duly approved by both parties.

"Force Majeure" means any contingency or cause beyond the reasonable control of a party including, without limitation, acts of God or the public enemy, war, riot, civil commotion, insurrection, adverse weather, government or de facto governmental action (unless caused by acts or omissions of such party), terroristic acts, fires, explosions or floods, strikes, slowdowns or work stoppages.

"O&M Tax Revenue" means an amount of money equal to all of the incremental increase in the collections of only a party's operation and maintenance tax rate component for valorem taxes and personal property taxes levied as of January 1 of each year following the Base Year Taxable Value until an agreed upon length of time as set forth in this Agreement and which is

attributable to the Development Area and which amount exceeds its Base Year Taxable Value, and includes related penalty and interest, related installment collections and rollback taxes collected relating to such levy. Any currently existing or future tax abatements, and any currently existing or future agreements pursuant to chapters 380 and 381 Texas Local Government Code requiring payments based upon Taxable Value entered into by one or both parties for property located in the Development Area shall not be considered Tax Revenue for purposes of this Agreement unless mutually agreed upon otherwise in writing by the parties hereto.

"Public Improvement(s)" means the land acquisition, design and construction relating to one or more of the public improvements within the Development Area comprising a part of this Agreement and as listed in Exhibit "B" hereof.

"Public Improvements Costs" except as explicitly excepted below, means all costs of acquisition, design, development, construction and financing of the Public Improvements paid by or on behalf of the City, including (i) the acquisition cost of any land that is part of the Public Improvements; (ii) all costs of design, engineering, materials, labor, construction, testing and inspection and other services arising in connection with the design and construction of the Public Improvements; (iii) all payments arising under any contracts entered into for the design or construction of the Public Improvements; (iv) all costs incurred in connection with obtaining governmental approvals, certificates and permits required in connection with the construction of the Public Improvements, including the legal, engineering, environmental, and other consultant fees and expenses related to the design and construction of the Public Improvements. Public Improvements Costs as used in this Agreement explicitly excludes:

- a. Fountains, artwork and other softscape elements designed primarily for aesthetics and not related to the cost for transportation, drainage, water and wastewater infrastructure; and
- b. City and County expenses including but not limited to internal staff costs, internal permitting fees, interest and overhead costs.

"Tax Revenue" means an amount of money equal to all of the incremental increase in the collections of a party's ad valorem taxes and personal property taxes levied as of January 1 of each year following the Base Year Taxable Value until an agreed upon length of time as set forth in this Agreement and which is attributable to the Development Area and which amount exceeds its Base Year Taxable Value, and includes related penalty and interest, related installment collections and rollback taxes collected relating to such levy. Any currently existing or future tax abatements, and any currently existing or future agreements pursuant to chapters 380 and 381 Texas Local Government Code requiring payments based upon Taxable Value entered into by one or both parties for property located in the Development Area shall not be considered Tax Revenue for purposes of this Agreement unless mutually agreed upon otherwise in writing by the parties hereto.

"Taxable Value" means the taxable value of real and personal property as certified by the Brazos Central Appraisal District as of January 1st of a given year.

Article II The Public Improvements

2.1 Public Improvements. The City shall be responsible for the land acquisition, design and construction of the Public Improvements within the Development Area as set forth in this Agreement. The Public Improvements identified for the Dartmouth & Harvey Mitchell Parkway Development Area subject to the terms and conditions of this Agreement are as set forth in Exhibit "B" attached hereto and made a part hereof.

2.2 Timing and Phasing. The City is solely responsible for the timing and phasing of the Public Improvements. It is expressly understood by the parties this may result in some but not all of the construction of Public Improvements or phases thereof.

2.3 Standards and Approvals. The parties agree that the plans and specifications for the Public Improvements shall be subject to the review and approval of governmental entities as may be required in accordance with applicable law.

2.4 Public Procurement Requirements. The City shall be responsible for and agrees to abide by all public procurement requirements for the Public Improvements, and shall require performance bonds and payment bonds in accordance with applicable law.

2.5 Notifications and Inspections. County, its agents and employees shall have right of access to the Public Improvements sites during construction to inspect same at reasonable times and with reasonable notice to the City.

Article III County Contributions

3.1 County Contribution, Generally. The County is willing and shall make County Contributions towards the Public Improvements for the Development Area as set forth herein.

3.2 D-HMPD Area. The amount of County Contribution eligible to be requested by the City for the Public Improvements relating to the D-HMPD Area shall be equal to 100% of County's O&M Tax Revenue annually levied and collected based on Taxable Value beginning as of January 1

following the Base Year Taxable Value up through and including for taxes levied and collected for Taxable Value as of January 1, 2032 relating to such Development Area; but in no event shall the total County Contribution exceed one half of the total costs thereof or \$2,500,000, whichever is less.

3.3 City Request for County Contribution. County Contributions shall occur on a reimbursement basis only. County will remit its County Contribution to City upon City written request no later than sixty (60) days after receipt by the County Auditor and as set forth herein. Beginning with the first year for which a County Contribution may be made, City may submit a written request for the County Contribution for the Development Area during the period commencing July 1 and ending on December 31 of the following calendar year from when the tax is typically levied to which the contribution relates. For example, for County taxes levied and collected based on the Taxable Value as of January 1, 2017 the City may make a written request for the County Contribution beginning July 1, 2018 through December 31, 2018. Such written request shall include proof that the City actually incurred or made payment towards the Public Improvements Costs to which such request for reimbursement relates. In turn the County shall remit payment up to the amount of its total County Contributions as of such date which have not already been disbursed for one half of the actual costs incurred by the City for the Public Improvements Costs and that have been requested up to the maximum amount of County Contribution for the Development Area as set forth in this Agreement.

The failure by City to timely submit to the County Auditor a written request for a County Contribution for the Development Area will not result in the forfeiture of the County Contribution attributable to that tax year. Rather, there shall be a carryover until a timely written request from City to County is made pursuant to the terms of this Agreement.

The County Contribution submitted to the City shall be accompanied with the information and calculations used in making County's determination as to the amount of such County Contribution for the Development Area. The City agrees to only use County Contributions for reimbursement of one half of the City's actual costs incurred for Public Improvements Costs as set forth in this Agreement.

3.4 Last year of County Contributions. After the time period has elapsed for the last time during which the City may request a County Contribution for the Development Area pursuant to the terms of this Agreement, the City shall no longer be entitled to same and such remaining County Contributions shall be forfeited for such Development Area.

Article IV City Obligations

4.1 Representation of the City. The City hereby represents to the County that it is duly authorized to enter into this Agreement and that it will abide by the terms and obligations recited

herein. The City further represents that the individual signing on its behalf is duly authorized to do so.

4.2 Construction of Public Improvements. The City shall not be obligated to construct all Public Improvements. Furthermore, the parties expressly agree and understand only those Public Improvements or phase thereof for which funds have been expended by City shall be eligible for County Contribution.

4.3 Ownership, Operation and Maintenance of Public Improvements. The City shall be responsible for the ownership, operation and maintenance of the Public Improvements which comprise the subject matter of this Agreement.

Article V County Obligations

5.1 Representation of the County. The County hereby represents to the City that it is duly authorized to enter into this Agreement and that it will abide by the terms and obligations recited herein. The County further represents that the individual signing on its behalf is duly authorized to do so.

5.2 County Contributions. The parties agree and understand that County is not responsible for the Public Improvements and Public Improvement Costs by entering into this Agreement other than its obligations with respect to County Contributions.

Article VI Records

6.1 Accounts, Reporting and Maintenance of Records. Both parties shall allow the other reasonable access, during normal business hours, to review and audit records and books and all other relevant records related to the Agreement in possession of such other party upon five (5) business days' prior written notice.

Article VII Default and Remedy

7.1 Obligations of the Parties to be Absolute. Neither party may suspend their obligations for any cause, including the failure of the other to perform except as may be expressly authorized.

7.2 General Events of Default. A party shall be deemed in default under this Agreement which shall be deemed a breach hereunder if such party fails to materially perform, observe or comply with any of its covenants, agreements or obligations hereunder or breaches or violates any of its representations contained in this Agreement; but only if performance has not been cured within 30 days from the receipt of written notice, which 30 day period may be extended pursuant to the Force Majeure provisions in this Agreement and by written mutual agreement of the parties. Thereafter the party not in default of this provision shall be entitled to any and all remedies available in this Agreement or otherwise at law or equity.

Article VIII Events of Force Majeure

8.1 It is expressly understood and agreed by the parties that if the performance by either of any obligation hereunder is delayed by reason of an event of Force Majeure, the party so obligated or permitted shall be excused from doing or performing the same for the time and to the extent necessary to allow the affected party to overcome the event of Force Majeure and resume performance thereof. The party claiming the delay of performance as a result of an event of Force Majeure shall deliver written notice of the commencement of such delay to the other party as soon as reasonably practicable after the claiming party becomes aware of the same, and if the claiming party fails to so notify the other party of delay caused by a Force Majeure event, the claiming party shall not be entitled to extend the time for performance as provided herein.

Article IX Termination

9.1 This Agreement shall terminate 90 days following the last date that City may make its last request for a County Contribution for the Development Area pursuant to the terms of this Agreement unless terminated earlier by mutual written agreement.

Article X Miscellaneous

10.1 **Time of the Essence.** Time is of the essence of this Agreement. The parties will make every reasonable effort to expedite the subject matters hereof and acknowledge that the successful performance of this Agreement requires their continued cooperation.

10.2 **Entire Agreement.** This Agreement, including any exhibits hereto, contains the entire agreement between the parties with respect to the transactions contemplated herein.

10.3 Exhibits, Titles of Articles, Sections and Subsections. The exhibits attached to this Agreement, if any, are incorporated herein and shall be considered a part of this Agreement for the purposes stated herein. All titles or headings are only for the convenience of the parties and shall not be construed to have any effect or meaning as to the agreement between the parties hereto. Any reference herein to a section or subsection shall be considered a reference to such section or subsection of this Agreement unless otherwise stated. Any reference herein to an exhibit shall be considered a reference to the applicable exhibit attached hereto unless otherwise stated.

10.4 Amendments. Unless otherwise expressly provided for otherwise, this Agreement may only be amended, altered or terminated by written instrument signed by all parties.

10.5 Successors and Assigns. No party may assign its rights or obligations hereunder without the written consent of the other party. This Agreement will be binding upon, inure to the benefit of, and be enforceable by the parties and their respective successors and assigns.

10.6 Applicable Law and Venue. This Agreement is made, and shall be construed and interpreted under the laws of the State of Texas. Venue for any legal proceedings shall lie in state courts located in Brazos County, Texas. Venue for any matters in federal court will be in the United States District Court for the Southern District of Texas, Houston, Division.

10.7 Notices. Notices under this Agreement are sufficient if given by nationally recognized overnight courier service, certified mail, return receipt requested, facsimile with electronic confirmation, or personal delivery to the other party at the address below. If no address is listed for a party, notice to such party will be effective if given to the last known address. Notice is effective: (a) when delivered personally, (b) three business days after sending by certified mail, (c) on the business day after sending by a nationally recognized overnight courier service, or (d) on the business day thereof if sending by facsimile with electronic confirmation to the sender on such business day. Each party may update its contact information by notice to the other. Routine business and technical correspondence may be in electronic form. The contact information for each party is as follows:

County:

Brazos County
Attn: County Commissioners
200 S. Texas Ave., Suite 332
Bryan, Texas 77803
Telephone: (979) 361-4102
Facsimile: (979) 361-4503

With a copy to:

Brazos County Attorney
300 E. 26th St., Suite 1300
Bryan, Texas 77803

City:

City of College Station
Attn: Mayor
1101 Texas Avenue
P.O. Box 9960
College Station, Texas 77842
Telephone: (979) 764-3500
Facsimile: (979) 764-6377

With a copy to:

College Station City Attorney
1101 Texas Avenue
P.O. Box 9960
College Station, Texas 77842

10.8 Severability. In the event any provision of this Agreement is illegal, invalid, or unenforceable under the applicable present or future laws, then, and in that event, it is the intention of the parties that the remainder of this Agreement shall not be affected thereby, and it is also the intention of the parties to this Agreement that in lieu of each clause or provision that is found to be illegal, invalid, or unenforceable a provision be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision held to be illegal, invalid or unenforceable.

10.9 No Waiver. Failure of any party, at any time, to enforce a provision of this Agreement shall in no way constitute a waiver of that provision, nor in any way affect the validity of this Agreement, or any part hereof, nor the right of either party thereafter to enforce each and every provision hereof. No term of this Agreement shall be deemed waived or breach excused, unless the waiver shall be in writing and signed by the party claimed to have waived.

Furthermore, any consent to or waiver of a breach will not constitute consent to or waiver of or excuse of any other different or subsequent breach.

10.10 Third Parties. The parties intend that this Agreement shall not benefit nor create any right or cause of action in or on behalf of any third-party beneficiary, nor any individual or entity other than the parties hereto and their respective assignees in accordance with this Agreement.

10.11 Counterparts. This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same agreement.

10.12 Interpretation. This Agreement has been jointly negotiated by the parties and shall not be construed against a party because that party may have primarily assumed responsibility for the drafting of this Agreement.

IN TESTIMONY OF WHICH this instrument has been executed in multiple counterparts, each of equal dignity and effect, on behalf of the County and the City effective as set forth above.

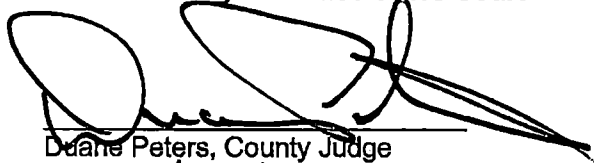
Exhibits:

"A" Map of the Dartmouth & Harvey Mitchell Parkway Development Area

"B" Public Improvements and Estimated Public Improvements Costs for the Dartmouth-Harvey Mitchell Parkway Development Area

COUNTY:

Brazos County Commissioners Court

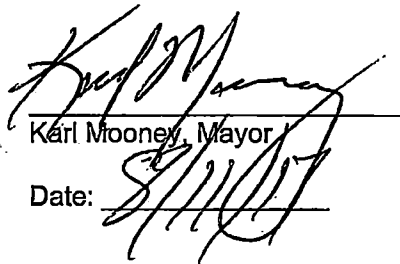


Duane Peters, County Judge

Date: 7/25/17

CITY:

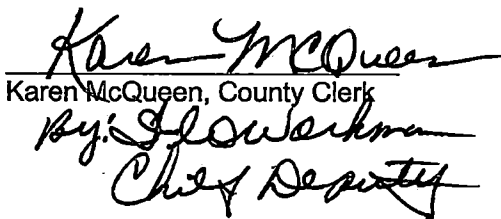
City of College Station



Karl Mooney, Mayor

Date: 8/11/17

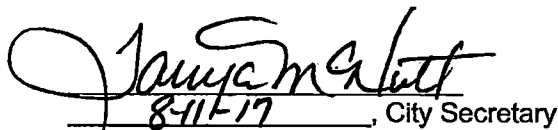
Attest:



Karen McQueen, County Clerk

By: [Signature]
City Secretary

Attest:



Janyal McQuinn, City Secretary

EXHIBIT "A"
DARTMOUTH-HARVEY MITCHELL PARKWAY DEVELOPMENT AREA

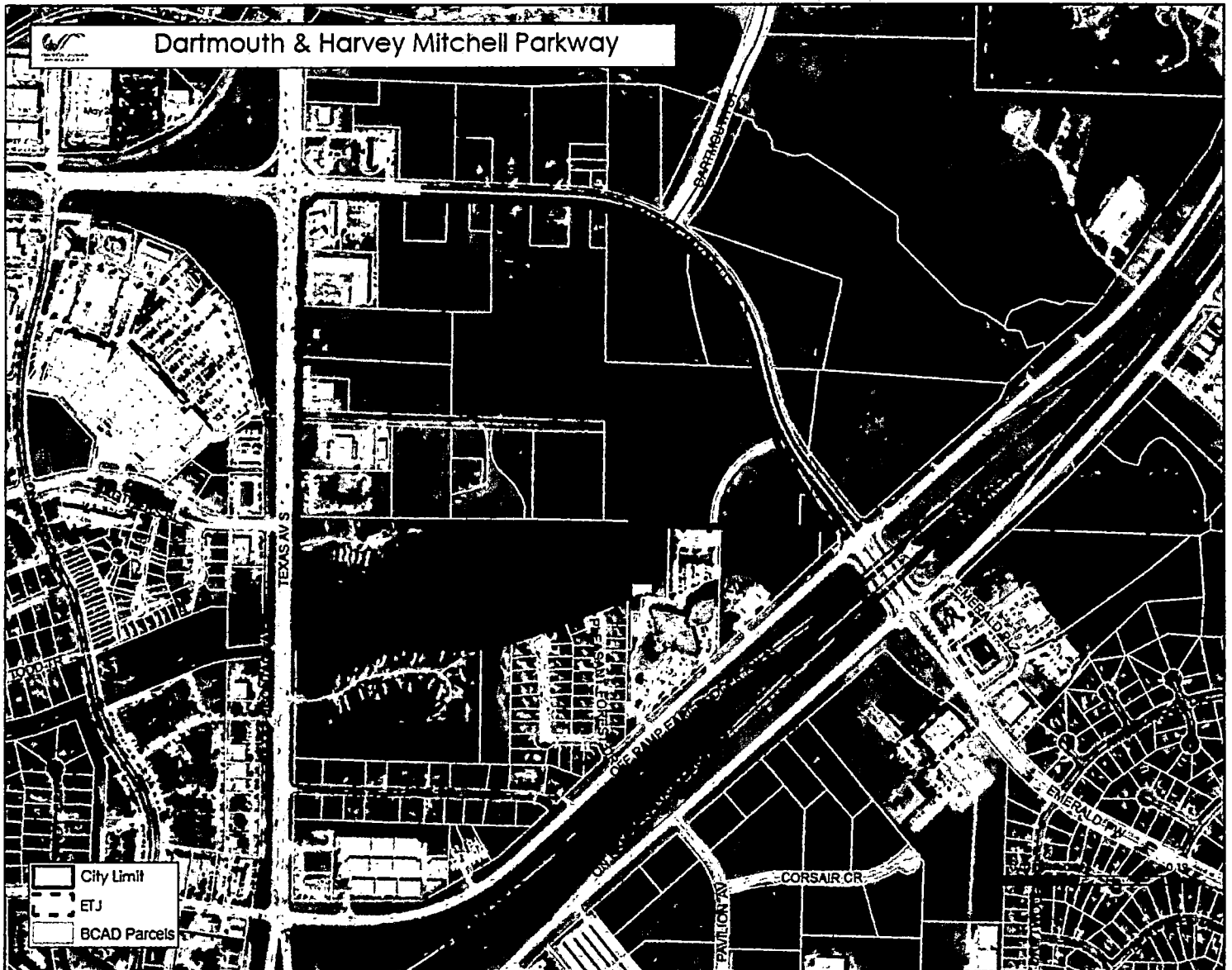


EXHIBIT "B"
PUBLIC IMPROVEMENTS FOR THE
DARTMOUTH-HARVEY MITCHELL PARKWAY DEVELOPMENT AREA

Public Improvements	Description	Estimated Costs
Street Extension-Dartmouth	Three lane concrete pavement section extending from the Harvey Mitchell intersection to continue and terminate at Texas Avenue. This extension includes required drainage, sidewalks, street lights, water main and sewer main extensions.	\$3,400,000
Traffic Signal	Traffic signal at the intersection of Dartmouth and Harvey Mitchell Parkway.	\$400,000
Traffic Signal	Traffic signal at the intersection of Dartmouth and Texas Avenue.	\$400,000
	ESTIMATED TOTAL	\$4,200,000



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources

NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: • Approval of Personnel Change of Status

TO: Commissioners Court

DATE: 05/08/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: Human Resources is requesting the approval of the following Personnel Action Forms (PAFs). A list of departments is included on the attached coversheet. All positions have been reviewed and verified that they fall within budget guidelines. Consequence of non-approval would be to the employee pay and/or position.

ATTACHMENTS:

File Name

Description

Type

[Employment Separations - Public - 05-13-25.pdf](#)

Cover Sheet

Cover Memo

Personnel Change of Status

(May 8, 2025)

Commissioners' Court Date:

05-13-2025

Department Submitting Information:

Human Resources

Purpose of Submissions:

Consider and Take Action on Change

Employment

Department Name	Employee Name
Juvenile Services - Detention	Lewis, Cleophus*
Sheriff Office - Jail Administration	Martinez, Rachel
Sheriff Office - Jail Administration	Wren, Jordan

Separations

Department Name	Employee Name
Sheriff Office - Jail Administration	Ray, Alexis
Sheriff Office - Jail Administration	Taylor, Tiarra

Personnel Action Forms

Department Name	
Sheriff Office - Jail Administration	Boff, Erin
Sheriff Office - Jail Administration	Dill, Johnathan
Sheriff Office - Jail Administration	Foketi, Alani
Sheriff Office - Jail Administration	Green, Tera
Sheriff Office - Jail Administration	Gutierrez, Alexa
Sheriff Office - Jail Administration	Hyson, LaKendric
Sheriff Office - Jail Administration	Rodriguez, Homero
Sheriff Office - Jail Administration	Sandle, Vincent
Sheriff Office - Jail Administration	Young, Kierra

Approved in Commissioners' Court: 05-13-2025

County Judge's or Commissioner's Signature:

Manda J. Watson
County Judge Ben Tom



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval of Payment of Claims
• a. 8209544 - 8209691
• b. 9204323 - 9204415

TO: Commissioners Court

DATE: 03/06/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[Bill_List-Public_05.13.25.pdf](#)

Payment of Claims

Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Approval of Payment of Claims
• a. 8209544 - 8209691
• b. 9204323 - 9204415

TO: Commissioners Court

DATE: 03/06/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Bill_List-Public_05.13.25.pdf	Payment of Claims	Backup Material
Bill_List-Internal_05.13.25.pdf	Payment of Claims - Internal	Backup Material

ATTEST: Karen McQueen
KAREN McQUEEN
COUNTY CLERK

APPROVED

Duane Peters 5/13/25
Duane Peters County Judge Date
D Peters

Bill List Commissioners Court

Time run: 5/9/2025 10:42:33 AM

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-00000000-20000100-00000-0000-000000	General Fund-No Value-Cash Advance \- Subledger Total-No Value-No Value-No Value	Employee	Abiga*****		ADV000309672417	1,365.04
					TRVL000311681364	(922.22)
			Andre*****		ADV000309512625	1,365.04
			Artur*****		ADV000309775410	1,365.04
			Clare*****I		ADV000311061333	973.66
			David*****		ADV000311061347	913.66
			Desmo*****		TRVL000311747022	(541.30)
			Emily*****		ADV000309542537	417.35
			Gabri*****		ADV000311061716	1,021.21
			Haall*****		ADV000311061711	1,269.01
			James*****		ADV000311199216	1,365.04
			Jenif*****er		ADV000309542531	417.35
			Keena*****		ADV000308827207	1,365.04
			Keith*****itchie		TRVL000310152485	(1,212.36)
			LaToy*****		ADV000311280077	1,365.04
			Misty*****		ADV000310122209	1,200.00
			Patri*****		ADV000311061720	1,021.21
			Regin*****		ADV000309775388	1,365.04
			Telec*****		ADV000310121248	1,365.04
			Tera*****		ADV000309991179	1,365.04
			Tracy*****		ADV000311199342	1,365.04
01000-00000000-27140000-00000-0000-000000	General Fund-No Value-Dyed Diesel-No Value-No Value-No Value	97508	Fikes*****	250000502	INV-071312	2,213.45
01000-00000000-27150000-00000-0000-000000	General Fund-No Value-Diesel-No Value-No Value-No Value	97508	Fikes*****	250000502	INV-071312	4,800.37
01000-00000000-27210000-00000-0000-000000	General Fund-No Value-Gasoline-No Value-No Value-No Value	97508	Fikes*****	250000502	INV-071312	11,300.43
01000-00000000-30009300-00000-0000-000000	General Fund-No Value-A/P Justice of the Peace \- Omnibase Svcs Inc-No Value-No Value-No Value	94568	Omnib*****Texas LP		125-003021	96.00
01000-00000000-30009400-00000-0000-000000	General Fund-No Value-A/P Tax \- McCreary Veselka-No Value-No Value-No Value	19432	McCre*****g & Allen		APRIL 2025	32,820.31
01000-00000000-30011000-00000-0000-000000	General Fund-No Value-A/P Appellate Judicial System Fund-No Value-No Value-No Value	101413	Tenth*****s		APR25APPELLATE	1,327.00
01000-00000000-30019000-00000-0000-000000	General Fund-No Value-A/P Alternative Dispute Resolution Fund-No Value-No Value-No Value	9756	Dispu*****nter - Brazos Valley		APR25ALTDISP	5,798.01
01000-00000000-30024100-00000-0000-000000	General Fund-No Value-A/P DSHS \- Birth Fees-No Value-No Value-No Value	16569	Texas*****tate Health Services		2025081	228.75
01000-00000000-30078000-00000-0000-000000	General Fund-No Value-A/P Other-No Value-No Value-No Value	103251	Mared*****		2024-1-26-DGH-1	163,001.00
		103252	Sinha*****		2024-1-26-DGH-1	140,000.00
01000-00000000-30340000-00000-0000-000000	General Fund-No Value-Deposits Payable \- Brazos Center-No Value-No Value-No Value	102656	Godwi*****d		19519	75.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-00000000-37011100-00000-0000-000000	General Fund-No Value-New Deferred Revenue Justice of the Peace 1-No Value-No Value-No Value	103249	Rolla*****ae - Refund		1024-00601T	226.00
					1024-00602T	526.00
01000-00000000-37012000-00000-0000-000000	General Fund-No Value-Deferred Revenue Justice of the Peace 2-No Value-No Value-No Value	8253	Texas*****e Department		2022-00870N	96.05
					2024-01347N	17.00
		90758	Brazo*****		2024-01720N	40.80
01000-00000000-37013100-00000-0000-000000	General Fund-No Value-New Deferred Revenue Justice of the Peace 3-No Value-No Value-No Value	103246	Lyons*****		FJ055183	7,500.00
		103247	Anaya*****d		3023-00036T	250.00
01000-10000100-65540000-00000-0000-000000	General Fund-County Judge \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	3024-002038N	184.00
					IN5634988	10.00
01000-10000100-71020000-00000-0000-000000	General Fund-County Judge \- Administration-Computer Contracts-No Value-No Value-No Value	102188	JustF*****	250003460	RN22514	13,273.17
01000-10002000-65540000-00000-0000-000000	General Fund-Veteran Services-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	20.00
01000-10500000-60600000-00000-0000-000000	General Fund-Budget Office \- Administration-Office Supplies-No Value-No Value-No Value	94806	Perry	250003407	IN-1579683	16.60
01000-11000100-65540000-00000-0000-000000	General Fund-Commissioners Court \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	38.00
01000-11000500-60620000-00000-0000-000000	General Fund-Non\ -Departmental-Postage & Shipping-No Value-No Value-No Value	7467	UPS	250001418	0000F6731X155	21.60
			96925	Integ	250000513	0525BCA
					33319	
01000-11000500-61880000-00000-0000-000000	General Fund-Non\ -Departmental-Utilities Expenditure-No Value-No Value-No Value	20	Bryan*****	250000586	2015353 0425	376.13
				250000591	2016114 0425	63.41
				250000592	2016112 0425	9,012.98
				250000596	2016113 0425	130.07
01000-11000500-71025000-00000-0000-000000	General Fund-Non\ -Departmental-Contract Services-No Value-No Value-No Value	96925	Integ	250000513	33319	2,144.46
		97251	Texas*****	250000379	R043078	302.93
01000-11000500-72070000-00000-0000-000000	General Fund-Non\ -Departmental-Attorneys-No Value-No Value-No Value	6313	Texas*****Counties	250000683	NRDD-0011916	110.00
01000-11002000-73520000-00000-0000-000000	General Fund-Community Support-Health For All, Inc.-No Value-No Value-No Value	16120	Healt*****	250002983	052025-25-035-Q3	7,500.00
01000-11002000-73590000-00000-0000-000000	General Fund-Community Support-911 Emergency System-No Value-No Value-No Value	5502	Brazo*****cy Communication District	250000293	2025-05	117,268.67
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	102584	The M*****		2100965	650.00
					2403992	650.00
					2501310	650.00
	103179	Meece*****		2500007	650.00	
				2500190	650.00	
	800687	Shime*****		2301830	650.00	
	801423	Davis*****		2400835	650.00	
2403854				650.00		

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
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	801423	Davis*****		2500683	650.00
		91523	Herna*****		2103662	75.00
					2201367	650.00
					2404227	650.00
					2501194	650.00
		91624	James*****gelhauer & Ask		1904336	650.00
					2400396	75.00
					2401484	650.00
					2500015	650.00
		95315	Law O*****Maltsberger		2400491	650.00
					2500768	650.00
		95611	Law O*****helps, PC, The		2403225	650.00
					2403240	75.00
					2403308	75.00
					2500657	650.00
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	101451	Navar*****rney at Law		2302113	650.00
					2500318	650.00
		102584	The M*****		2501202	650.00
		103172	The G*****LC		2400284	650.00
		801423	Davis*****		2404178	650.00
		91523	Herna*****		2404700	650.00
					2500617	75.00
		95315	Law O*****Maltsberger		2205220*	1,147.50
		95611	Law O*****helps, PC, The		2401781	75.00
					2401782	650.00
					2404798	650.00
01000-11010000-72203000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- Preindictment/Dismissal-No Value-Adult Felony-No Value	100000	Law O*****Andreski, PC		Andreski Unfiled 5625	1,000.00
		103179	Meece*****		Meece Unfiled 5625	1,000.00
		95315	Law O*****Maltsberger		2404518	1,000.00
01000-11010000-72203000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- Preindictment/Dismissal-No Value-Adult Misdemeanor-No Value	103179	Meece*****		Meece Unfiled 5225A	650.00
					Meece Unfiled 5225B	75.00
01000-11010000-72204000-00000-1100-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 472nd-No Value-Juvenile-No Value	95315	Law O*****Maltsberger		060-J-23 5625	150.00
					141-J-25 5625	150.00
					387-J-24 5625	150.00
					425-J-23 5625	150.00
		96520	Thoma*****		310-J-2024 5625	800.00
01000-11010000-72205000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 85th-No Value-Adult Felony-No Value	102828	Sarah*****LLC		2301391	1,000.00
		103179	Meece*****		2500101	1,000.00
		92302	Turnb*****PLLC		2400344	1,037.50
01000-11010000-72205000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 85th-No Value-Adult Misdemeanor-No Value	102828	Sarah*****LLC		1904246	650.00
		103179	Meece*****		2404126	650.00
		800687	Shime*****		2301068*	1,000.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-11010000-72206000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 272nd-No Value-Adult Felony-No Value	103179	Meece*****		2304215	1,000.00
01000-11010000-72206000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 272nd-No Value-Adult Misdemeanor-No Value	103179	Meece*****		Meece Unfiled 5225A	0.00
					Meece Unfiled 5225B	0.00
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		2302315	10,700.00
		805046	Gusti*****orney PLLC		2301090	1,000.00
		91624	James*****gelhauer & Ask		2301974*	1,000.00
					2303134*	1,000.00
		92302	Turnb*****PLLC		2203440	2,187.50
					2302638	3,900.00
					2304799	5,700.00
					2400582	2,500.00
					2400583	2,462.50
					2401635	2,625.00
		95315	Law O*****Maltsberger		1302940*	50.00
					2301775*	1,000.00
01000-11010000-72207000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 361st-No Value-Adult Misdemeanor-No Value	91624	James*****gelhauer & Ask		2501284	650.00
					2501285	75.00
					2501286	75.00
01000-11010000-72207100-00000-1102-000000	General Fund-Court Support \- Criminal-Investigator Fees \- 361st-No Value-Adult Felony-No Value	92302	Turnb*****PLLC		2304799	1,470.00
01000-11010000-72209000-00000-0000-000000	General Fund-Court Support \- Criminal-Court Appointed Interpreter-No Value-No Value-No Value	102508	Krump*****		1480-JUV	375.00
01000-11010000-72660000-00000-0000-000000	General Fund-Court Support \- Criminal-Psychiatric Services-No Value-No Value-No Value	96087	Rocke*****PhD PLLC		140023936	1,500.00
01000-11010000-72670000-00000-0000-000000	General Fund-Court Support \- Criminal-Psychological Services-No Value-No Value-No Value	92512	Sam H*****versity		21319	550.00
01000-11020000-71040000-00000-0000-000000	General Fund-Court Support \- Civil-Contract Placement \- Secure-No Value-No Value-No Value	103175	Youth*****estments LLC		19877	8,856.30
					19878	8,856.30
					19879	8,856.30
					19880	8,856.30
					19881	8,856.30
					19882	7,970.67
		91765	Camer*****		April2025	6,750.00
		92749	Victo*****		41132025	22,500.00
		96757	Rite *****		I-44483	17,700.00
					I-44504	12,980.00
					I-44610	9,750.00
01000-11020000-71041000-00000-0000-000000	General Fund-Court Support \- Civil-Contract Placement \- Non\--Secure-No Value-No Value-No Value	19848	Pegas*****		22344	15,231.78
01000-11022720-72110000-00000-1005-000000	General Fund-Court Support \- Child	100912	Palmo*****ugh & Russ LLP		24001234 5225 1400	1,400.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
	Protective Svc \- 272nd-Attorney Fees-No Value-Children-No Value					
01000-11024720-72110000-00000-1001-000000	General Fund-Court Support Child Protective Svc \- 472nd-Attorney Fees-No Value-Custodial Parents-No Value	101623	Buck *****		23003335 5625 600	600.00
01000-11028500-72110000-00000-1002-000000	General Fund-Court Support \- Child Protective Svc \- 85th-Attorney Fees-No Value-Non Custodial Parents-No Value	103063	Saint*****		22000141 5625 24034	240.34
01000-11040000-72205000-00000-0000-000000	General Fund-Court Support \- Child Support Enforcement-Court Appointed Attorneys \- 85th-No Value-No Value-No Value	102621	Law O*****Medina PLLC		23000488 5625 1250.25	1,250.25
01000-11050000-72192000-00000-0000-000000	General Fund-Court Support \- Guardianship-Guardian Ad \- LITEM-No Value-No Value-No Value	90941	Rodge*****guez & Fusco PC		892-G 5525	262.50
					921-G	2,251.00
01000-11050000-72194000-00000-0000-000000	General Fund-Court Support \- Guardianship-Guardians -No Value-No Value-No Value	100065	Mir C*****	250000215	05012025	12,500.00
01000-11050000-72201000-00000-0000-000000	General Fund-Court Support \- Guardianship-Court Appointed Attorneys \- County Court at Law #1-No Value-No Value-No Value	91500	Middl*****		920-G 5525	1,140.00
01000-11050000-72201300-00000-0000-000000	General Fund-Court Support \- Guardianship-Other Litigation Expenses \- CCL#1-No Value-No Value-No Value	91500	Middl*****		920-G 5525	6.00
01000-11100000-65540000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	5.00
01000-11100000-65720000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Shop Supplies-No Value-No Value-No Value	3354	O'Rei*****	250000006	2016-332982	43.47
		97311	Kimba*****	250000459	103299255	46.40
01000-11100000-65950000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Vehicle Maintenance-No Value-No Value-No Value	10090	Sterl*****	250002057	5283034	675.58
		102326	BDS T***** LP	250000066	66413	95.00
		21268	Brazo*****	250000013	122610-25	7.50
					137464-25	7.50
					A40921-25	7.50
					A50991-25	7.50
					C37323-25	7.50
					D49579-25	7.50
					D49580-25	7.50
					D59272-25	7.50
		3354	O'Rei*****	250002926	2016-328218	(139.58)
					2016-330839	(24.99)
					2016-331878	198.14
				250003320	2016-332855	44.19
					2016-332856	44.19
					2016-332857	49.93
					2016-332894	8.40
					2016-332937	189.54
					2016-333191	55.85

Account	Account Description	Supplier Number	Party Name	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	90368	Myers*****	250003308	52027656	719.32
01000-11100000-71512000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Rental \- Uniforms-No Value-No Value-No Value	19837	Unifi*****	250000101	2960131044	23.22
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	INV961185	35.00
01000-11210020-61880000-00000-0000-000000	General Fund-Elections Administrator-Utilities Expenditure-No Value-No Value-No Value	20	Bryan*****	250000597	2015357 0425	469.93
01000-11210020-65540000-00000-0000-000000	General Fund-Elections Administrator-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	35.00
01000-12000100-61110000-00000-0000-000000	General Fund-County Treasurer \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	6313	Texas*****Counties	250003383	371184	250.00
01000-12000100-65540000-00000-0000-000000	General Fund-County Treasurer \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	20.00
01000-12000100-71020000-00000-0000-000000	General Fund-County Treasurer \- Administration-Computer Contracts-No Value-No Value-No Value	101349	ADP I*****	250001081	689427315	282.70
01000-12500100-65010000-00000-0000-000000	General Fund-Risk Management \- Administration-Accidents & Claims-No Value-No Value-No Value	100113	Hail *****	250003203	1106-ded	1,000.00
		102949	Holt ***** Texas LLC	250003315	X303049013:01	64.38
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	INV961185	7.00
01000-13000100-60780000-00000-0000-000000	General Fund-Tax Assessor \- Collector \- Administration-Tax Rolls-No Value-No Value-No Value	96089	Variv*****	250000206	53351	2,635.43
01000-13000100-61500000-00000-0000-000000	General Fund-Tax Assessor \- Collector \- Administration-Printing-No Value-No Value-No Value	1229	Alpha*****	250003270	69308	837.00
01000-13000100-65540000-00000-0000-000000	General Fund-Tax Assessor \- Collector \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	159.00
01000-14000006-61880000-00000-0000-000000	General Fund-Information Technology \- Non Capital-Utilities Expenditure-No Value-No Value-No Value	102101	Fiber*****	250000073	FB-19665	600.00
		96844	Front*****ns of Texas	250000176	979-197-0369-070123-5 MAY 25	870.00
01000-14000006-65150000-00000-0000-000000	General Fund-Information Technology \- Non Capital-Computer Maintenance-No Value-No Value-No Value	11497	South*****ehouse	250003296	INV00838767	356.00
01000-14000006-65440000-00000-0000-000000	General Fund-Information Technology \- Non Capital-Network Maintenance-No Value-No Value-No Value	11869	Lowes*****	250000078	982890	139.60
01000-14000006-65540000-00000-0000-000000	General Fund-Information Technology \- Non Capital-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9794	CDW G*****	250003337	AD82E7J	422.35
				250003345	AD82T3F	299.68
01000-14000006-71020000-00000-0000-000000	General Fund-Information Technology \- Non Capital-Computer Contracts-No Value-	101911	Conco*****	250001102	D600848	616.10
		97320	Carah*****Corp	250003334	IN1956173	4,768.76

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-14000006-71020000-00000-0000-000000	General Fund-Information Technology \- Non Capital-Computer Contracts-No Value-No Value-No Value					
01000-14000100-60500000-00000-0000-000000	General Fund-Information Technology \- Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	9794	CDW G*****	250003098	AD6IH6U	11.79
01000-14000100-61801000-00000-0000-000000	General Fund-Information Technology \- Administration-Travel-No Value-No Value-No Value	Employee	Brand*****		TRVL000311817039	1,174.77
			Kevin*****		TRVL000311746950	1,521.16
			Matth*****		TRVL000311747075	1,202.92
			Willi*****		TRVL000311816968	1,174.77
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	INV961185	7.00
01000-15000100-60170000-00000-0000-000000	General Fund-Human Resources \- Administration-Copier/Printer/Fax Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250003196	6030032978	403.58
01000-15000100-60350000-00000-0000-000000	General Fund-Human Resources \- Administration-Food and Food Supplements-No Value-No Value-No Value	9467	Jason*****	250002605	250423003150004	905.49
01000-15000100-60500000-00000-0000-000000	General Fund-Human Resources \- Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250003196	6030032978	75.34
01000-15000100-61040000-00000-0000-000000	General Fund-Human Resources \- Administration-Awards & Recognitions-No Value-No Value-No Value	91345	CC Cr*****	250002996	N808703	155.20
					N812117	155.20
01000-15000100-61110000-00000-0000-000000	General Fund-Human Resources \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	Employee	Jenni*****		TRVL000311343963	229.00
					TRVL000312184967	1,105.00
01000-15000100-61295000-00000-0000-000000	General Fund-Human Resources \- Administration-Employment Investigations-No Value-No Value-No Value	102239	Imper*****n Group Inc	250001526	272409	99.00
01000-15000100-61520000-00000-0000-000000	General Fund-Human Resources \- Administration-Recruiting-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250003196	6030032978	110.92
01000-15000100-61620000-00000-0000-000000	General Fund-Human Resources \- Administration-Subscriptions & Publications-No Value-No Value-No Value	5185	Skill*****	250003475	INV66408	199.00
01000-15000100-61801000-00000-0000-000000	General Fund-Human Resources \- Administration-Travel-No Value-No Value-No Value	Employee	Jenni*****		TRVL000311280094	613.00
			Raeana*****athy		TRVL000311060348	613.00
01000-15000100-65540000-00000-0000-000000	General Fund-Human Resources \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	15.00
		95591	Texas*****ons Inc	250001007	INV961185	7.00
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	INV961185	50.00
01000-16500006-71025000-00000-0000-000000	General Fund-Purchasing Administration \- Non Capital-Contract Services-No Value-No Value-No Value	101967	Burdi*****LC	250001031	142064	6,556.75
01000-16500100-65320000-00000-0000-000000	General Fund-Purchasing \- Administration-Equipment Maintenance-No Value-No Value-No Value	95715	Excel*****s	250003115	32542	1,313.49
01000-16500100-65540000-00000-0000-000000	General Fund-Purchasing \- Administration-	9038	Xerox*****ons Southwest	250001160	IN5634988	5.50

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
	Copier/Printer/Fax Maintenance-No Value-No Value-No Value					
01000-17000006-71025000-00000-0000-000000	General Fund-Facility Services \- Non Capital-Contract Services-No Value-No Value-No Value	101554	Dudle*****C	250000277	INV-6080	5,221.26
01000-17000006-71206000-00000-0000-000000	General Fund-Facility Services \- Non Capital-Maintenance-No Value-No Value-No Value	96753	Norma*****ervices LLC	250000935	Pay App #8	122,044.36
01000-17000100-60600000-00000-0000-000000	General Fund-Facilities Services \- Administration-Office Supplies-No Value-No Value-No Value	97596	Amazo*****	250003397	1PCK-1PXM-43GC	22.52
01000-17000100-61880000-00000-0000-000000	General Fund-Facilities Services \- Administration-Utilities Expenditure-No Value-No Value-No Value	20	Bryan*****	250000609	2016097 0425	1,023.83
01000-17000100-65050000-00000-0000-000000	General Fund-Facilities Services \- Administration-Building Maintenance-No Value-No Value-No Value	11807	Grain*****	250003110	9492708046	959.70
		21638	Home *****	250002604	862419249	154.12
					862624863	81.50
		4127	Fount*****dware	250003378	70598	60.20
		93571	BCS P*****aphics	250003338	31545	115.00
		96354	FastS*****	250000166	3307363	1.24
01000-17000100-65051000-00000-0000-000000	General Fund-Facilities Services \- Administration-Air Conditioning/Heating Maintenance-No Value-No Value-No Value	15561	Capit*****ce of Austin Inc	250000158	06046119	51.86
					06046120	212.75
		21688	Carri*****C	250003216	14401835-00	3,170.06
		321	Johns*****	250002276	10439421	216.87
		7141	Baker*****mpany LLC	250001767	FU21829	248.23
		97431	Johns*****Ilege Station	250000075	5001314	113.68
01000-17000100-65052000-00000-0000-000000	General Fund-Facilities Services \- Administration-Carpentry & Building Repair-No Value-No Value-No Value	95001	Sherw*****nc	250003317	8069-4	253.54
01000-17000100-65053000-00000-0000-000000	General Fund-Facilities Services \- Administration-Electrical System Maintenance-No Value-No Value-No Value	262	Deale*****pply	250002603	S101569362.001	201.50
				250003184	S101516061.001	3,510.00
01000-17000100-65056000-00000-0000-000000	General Fund-Facilities Services \- Administration-Plumbing Maintenance-No Value-No Value-No Value	103144	Carso*****n Ltd	250003269	S5301892.001	2,369.66
				250003271	S5301917.001	994.65
		494	Valle*****upply Co Inc	250002796	411691	275.83
					411814	329.70
		92196	Fergu*****Inc	250000060	1925919	99.49
					1939994	62.62
		92844	Ewing*****ucts Inc	250003070	25825766	500.26
					25827040	(500.26)
					25827194	500.26
					25830743	(42.19)
					25830850	28.25
					25841120	(28.25)
					25841155	28.25
01000-17000100-65058000-00000-0000-000000	General Fund-Facilities Services \- Administration-Appliance Maintenance-No Value-No Value-No Value	4153	Buddy*****nce	250000123	121512	240.60

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-17000100-65510000-00000-0000-000000	General Fund-Facilities Services \- Administration-Pest Control-No Value-No Value	96836	Allst*****	250003141	042025	1,255.00
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	INV961185	7.00
01000-17000100-71206000-00000-0000-000000	General Fund-Facilities Services \- Administration-Maintenance-No Value-No Value	103164	HOODZ*****ton & College Station	250002718	986148	835.00
				250002719	986149	635.00
		3731	Kone *****	250003142	871678123	2,395.42
01000-17000100-71500000-00000-0000-000000	General Fund-Facilities Services \- Administration-Rental \- Equipment-No Value-No Value-No Value	21638	Home *****	250003355	861985885	150.00
					862228194	303.10
01000-17000200-60080000-00000-0000-000000	General Fund-Landscaping-Clothing/Uniforms-No Value-No Value-No Value	97596	Amazo*****	250003386	1FGD-VXW6-YKXR	496.86
01000-17000200-65056000-00000-0000-000000	General Fund-Landscaping-Plumbing Maintenance-No Value-No Value-No Value	95228	SiteO*****ply Holding	250000875	152923691-001	88.61
01000-17000200-65320000-00000-0000-000000	General Fund-Landscaping-Equipment Maintenance-No Value-No Value-No Value	7002	Unite*****	250000056	13813670	138.06
		93681	Ikes *****C	250000037	596242	81.05
01000-17000200-65400000-00000-0000-000000	General Fund-Landscaping-Grounds Maintenance-No Value-No Value-No Value	11807	Grain*****	250002984	9492635231	357.90
		11869	Lowe*****	250000046	980684	53.08
					981498	26.56
01000-17000300-71025000-00000-0000-000000	General Fund-Facilities Services \- Parking Garage-Contract Services-No Value-No Value	96836	Allst*****	250003141	042025	125.00
01000-18000100-60400000-00000-0000-000000	General Fund-County Attorney \- Administration-Investigation Supplies-No Value-No Value-No Value	100910	WorkQ*****	250002608	PINV0274642	2,370.00
		429	CHI S*****I Health Ctr	250002664	0525	780.00
01000-18000100-60500000-00000-0000-000000	General Fund-County Attorney \- Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	94874	GovCo*****	250002917	76381952	2,033.84
01000-18000100-61280000-00000-0000-000000	General Fund-County Attorney \- Administration-Dues-No Value-No Value-No Value	3745	Texas*****ty Attorneys Association	250003414	264219	85.00
01000-18000100-61620000-00000-0000-000000	General Fund-County Attorney \- Administration-Subscriptions & Publications-No Value-No Value-No Value	16290	Lexis*****	250000100	3095752595	534.00
01000-18000100-65540000-00000-0000-000000	General Fund-County Attorney \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	48.00
		95591	Texas*****ons Inc	250001007	INV961185	20.00
01000-19000100-61110000-00000-0000-000000	General Fund-District Attorney \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	3745	Texas*****ty Attorneys Association	250003442	264125	500.00
01000-19000100-61210000-00000-0000-000000	General Fund-District Attorney \- Administration-Court Costs-No Value-No Value	91994	Words*****	250003161	25013	104.25
01000-19000100-61620000-00000-0000-000000	General Fund-District Attorney \- Administration-Subscriptions & Publications-No Value-No Value-No Value	16290	Lexis*****	250001474	3095751557	1,974.00
		3187	West *****ration	250000562	851878778	664.20
				250002255	851939413	538.87
					851939414	8.22
		96474	Trans*****ernative Data Solutions	250001132	939871-202504-1	486.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-19000100-61801000-00000-0000-000000	General Fund-District Attorney \- Administration-Travel-No Value-No Value-No Value	95956	Diner*****	250003432	ARLRXL	1,004.74
01000-19000100-61970000-00000-0000-000000	General Fund-District Attorney \- Administration-Witness Reimbursement-No Value-No Value-No Value	95956	Diner*****	250003443	YVECXT	1,018.37
01000-19000100-65540000-00000-0000-000000	General Fund-District Attorney \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	10.00
		95591	Texas*****ons Inc	250001007	INV961185	80.00
01000-20000100-65540000-00000-0000-000000	General Fund-District Clerk \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	25.00
		95591	Texas*****ons Inc	250001007	INV961185	50.00
01000-20010000-60620000-00000-0000-000000	General Fund-District Clerk \- Jury Services-Postage & Shipping-No Value-No Value-No Value	102352	Xpedi*****	250003406	21319	4,411.30
01000-20010000-65540000-00000-0000-000000	General Fund-District Clerk \- Jury Services-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	10.00
01000-21000100-65540000-00000-0000-000000	General Fund-County Clerk \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	48.00
		95591	Texas*****ons Inc	250001007	INV961185	180.00
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	INV961185	20.00
01000-22100100-60170000-00000-0000-000000	General Fund-272nd District Court \- Administration-Copier/Printer/Fax Supplies-No Value-No Value-No Value	94806	Perry	250003424	IN-1579818	141.02
01000-22100100-60600000-00000-0000-000000	General Fund-272nd District Court \- Administration-Office Supplies-No Value-No Value-No Value	94806	Perry	250003424	IN-1579818	36.16
01000-22100100-65540000-00000-0000-000000	General Fund-272nd District Court \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	12.00
01000-22200100-61490000-00000-0000-000000	General Fund-361st District Court \- Administration-Petit Jury Expense-No Value-No Value-No Value	95512	Longh*****house Inc	250003423	Check # 12-A	240.30
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	INV961185	12.00
01000-22300100-60080000-00000-0000-000000	General Fund-472nd District Court \- Administration-Clothing/Uniforms-No Value-No Value-No Value	93357	Galls*****	250002177	031057215	154.90
				250003489	028268814	142.40
01000-22300100-60620000-00000-0000-000000	General Fund-472nd District Court \- Administration-Postage & Shipping-No Value-No Value-No Value	93357	Galls*****	250002177	031057215	1.95
				250003489	028268814	15.99
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	INV961185	7.00
01000-22500100-60500000-00000-0000-000000	General Fund-Felony Associate Judge/Juvenile Court Referee-Equipment & I.T. Enhancement-No Value-No Value-No Value	9728	Wilto*****Ltd	250003344	374091	183.88
					374097.1	157.98
01000-22500100-60600000-00000-0000-000000	General Fund-Felony Associate Judge/Juvenile Court Referee-Office	9728	Wilto*****Ltd	250003344	374091	165.48

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-22500100-60600000-00000-0000-000000	General Fund-Felony Associate Judge/Juvenile Court Referee-Office Supplies-No Value-No Value-No Value	9728	Wilton*****Ltd	250003344	374097.1	41.97
01000-22500100-61620000-00000-0000-000000	General Fund-Felony Associate Judge/Juvenile Court Referee-Subscriptions & Publications-No Value-No Value-No Value	Employee	Misty*****		TRVL000312184954	263.00
01000-22600100-65540000-00000-0000-000000	General Fund-Misdemeanor Associate Court \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	24.00
		95591	Texas*****ons Inc	250001007	INV961185	130.00
01000-22800100-611110000-00000-0000-000000	General Fund-Family Associate Court – Administration-Conference & Seminar Fees-No Value-No Value-No Value	Employee	Scott*****		TRVL000300605269	80.00
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	INV961185	7.00
01000-23000100-61620000-00000-0000-000000	General Fund-County Court at Law #1 \- Administration-Subscriptions & Publications-No Value-No Value-No Value	Employee	Amand*****e		TRVL000312027608	293.00
01000-23000100-65540000-00000-0000-000000	General Fund-County Court at Law #1 \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	24.00
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	INV961185	12.00
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 0425	658.28
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	INV961185	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	11289	50.00
					11291	50.00
01000-24301100-611110000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 3 \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	21410	Texas*****y			
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	INV961185	40.00
01000-24301100-71119000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 3 \- Administration-Janitorial Services-No Value-No Value-No Value	102840	Cryst*****g LLC	250001106	5312	203.50
01000-24401100-61060000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 4 \- Administration-Bonds-No Value-No Value-No Value	8494	Old R*****roup		A150011446	50.00
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	INV961185	40.00
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	INV961185	115.00
01000-28000100-60080000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Clothing/Uniforms-No Value-	102362	Angel*****	250002745	INV13532-BB	3,365.90
		93357	Galls*****	250003328	031221569	242.64

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-28000100-60080000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Clothing/Uniforms-No Value-No Value-No Value	97337	Custo***** Bea	250000813	136	34.00
01000-28000100-60400000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Investigation Supplies-No Value-No Value-No Value	102326	BDS T***** LP	250003103	66308	95.00
		93424	ULINE*****	250003361	192262473	127.58
01000-28000100-60500000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	11497	South*****ehouse	250003346	INV00838822	798.78
01000-28000100-61110000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	95956	Diner*****	250003420	05052025 - Martinez	425.00
					05052025 - Ramirez	425.00
01000-28000100-61520000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Recruiting-No Value-No Value-No Value	101660	Infor***** Services LLC	250001478	25-0182	4,641.90
01000-28000100-61801000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Travel-No Value-No Value-No Value	95956	Diner*****	250003439	80461356	372.90
		Employee	Carro*****		TRVL000311682805	862.55
01000-28000100-61880000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Utilities Expenditure-No Value-No Value-No Value	97206	Optim*****	250000244	07707-122134-01-03 0525	167.23
01000-28000100-65320000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Equipment Maintenance-No Value-No Value-No Value	96901	Nicol*****ement	250002592	273414	420.00
01000-28000100-65540000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	50.00
		95591	Texas*****ons Inc	250001007	INV961185	12.00
01000-28000100-72157000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Counseling Services-No Value-No Value-No Value	801917	Luepn*****	250003434	04292025	1,200.00
01000-28002000-60080000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Clothing/Uniforms-No Value-No Value-No Value	93357	Galls*****	250003283	030398135	105.00
					030469215	58.00
					030497226	112.00
					030519392	1,946.00
					030530317	392.00
					030573678	186.00
01000-28002000-60240000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Detention Supplies-No Value-No Value-No Value	95575	Cooks*****	250003323	N916504	448.43
01000-28002000-60350000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Food and Food Supplements-No Value-No Value-No Value	3691	Flowe*****y	250003107	4038749932	1,616.37
					5038740301	1,979.74
		96384	Best *****p	250003287	27283	9,919.84
01000-28002000-60440000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Janitorial Supplies-No Value-No Value-No Value	21638	Home *****	250003282	861521441	82.11
					861521458	65.33
		94806	Perry	250003393	IN-1579553	3,726.43
01000-28002000-61620000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Subscriptions & Publications-No Value-No Value-No Value	95956	Diner*****	250003468	D7B9C73-0045	361.89
01000-28002000-61801000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Travel-No Value-No Value-No Value	Employee	Abiga*****		TRVL000311681364	941.25

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-28002000-65540000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	430.00
		95591	Texas*****ons Inc	250001007	INV961185	15.00
01000-28002000-71701000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Solid Waste \- Hauling-No Value-No Value-No Value	1289	Texas*****e	250000290	474524	177.63
01000-28002006-65052000-00000-0000-000000	General Fund-Sheriff Office \- Jail \- Non Capital-Carpentry & Building Repair-No Value-No Value-No Value	96328	REC I*****	250001114	Pay App #7	121,012.66
01000-28002006-72030000-00000-0000-000000	General Fund-Sheriff Office \- Jail \- Non Capital-Architectural Services-No Value-No Value-No Value	101967	Burdi*****LC	250001125	142065	331.20
01000-28003000-65540000-00000-0000-000000	General Fund-Jail Medical Services-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	135.00
01000-28003000-71025000-00000-0000-000000	General Fund-Jail Medical Services-Contract Services-No Value-No Value-No Value	96352	Biome*****tions LLC	250001550	332032	184.00
01000-28007000-61802000-00000-0000-000000	General Fund-Inauguration-Inauguration Travel-No Value-No Value-No Value	Employee	Paul *****		TRVL000309219402	365.00
01000-30101100-60080000-00000-0000-000000	General Fund-Constable Precinct 1 \- Administration-Clothing/Uniforms-No Value-No Value-No Value	102955	Got Y*****Wear and Uniforms	250002782	inv128512	436.00
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 0425	658.27
01000-30101100-65540000-00000-0000-000000	General Fund-Constable Precinct 1 \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	10.00
01000-30201100-61620000-00000-0000-000000	General Fund-Constable Precinct 2 \- Administration-Subscriptions & Publications-No Value-No Value-No Value	3187	West *****ration	250000099	851912353	174.30
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	INV961185	12.00
01000-30301100-60080000-00000-0000-000000	General Fund-Constable Precinct 3 \- Adminstration-Clothing/Uniforms-No Value-No Value-No Value	97555	EDT T*****	250003465	2501944-1	32.00
01000-30301100-60500000-00000-0000-000000	General Fund-Constable Precinct 3 \- Adminstration-Equipment & I.T. Enhancement-No Value-No Value-No Value	94874	GovCo*****	250003250	76374447	44.13
01000-30301100-65350000-00000-0000-000000	General Fund-Constable Precinct 3 \- Adminstration-Gasoline Expenditure-No Value-No Value-No Value	7176	Colle*****	250001424	2025023	540.22
01000-30301100-65540000-00000-0000-000000	General Fund-Constable Precinct 3 \- Adminstration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV961185	7.00
01000-30301100-71119000-00000-0000-000000	General Fund-Constable Precinct 3 \- Administration-Janitorial Services-No Value-No Value-No Value	102840	Cryst*****g LLC	250001106	5312	203.50
01000-30401100-60080000-00000-0000-000000	General Fund-Constable Precinct 4 \- Administration-Clothing/Uniforms-No Value-No Value-No Value	93357	Galls*****	250003486	030670819	113.95

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
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	INV961185	7.00
01000-31000100-61110000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Conference & Seminar Fees-No Value-No Value-No Value	20070	Train*****nc	250002212	0502252BrazosJPD	300.00
01000-31000100-61470000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Prescriptions-No Value-No Value-No Value	92749	Victo*****		41132025	278.89
01000-31000100-65540000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	48.00
		95591	Texas*****ons Inc	250001007	INV961185	15.00
01000-31000100-65950000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Vehicle Maintenance-No Value-No Value-No Value	5392	Shamm*****	250000175	050125	32.00
01000-31000100-71025000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Contract Services-No Value-No Value-No Value	96352	Biome*****tions LLC	250000004	332030	63.25
01000-31000100-71500000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Rental \- Equipment-No Value-No Value-No Value	91587	Senti*****vices LLC	250002352	207697	3,680.00
01000-31000100-72660000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Psychiatric Services-No Value-No Value-No Value	92749	Victo*****		41132025	300.00
		96757	Rite *****		I-44483	350.00
01000-31000220-60350000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Food and Food Supplements-No Value-No Value-No Value	101646	Gold *****	250002443	3204197	8.75
		101854	Hilan*****mpany LLC	250002895	0540505259027895	285.00
		96917	Gordo*****nc	250003061	9022131741	1,747.38
01000-31000220-60440000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Janitorial Supplies-No Value-No Value-No Value	94806	Perry	250002646	IN-1579554	914.60
					IN-1579685	590.22
01000-31000220-60500000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Equipment & I.T. Enhancement-No Value-No Value-No Value	4792	ICS J*****	250003050	INV808060	796.99
01000-31000220-61110000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Conference & Seminar Fees-No Value-No Value-No Value	20070	Train*****nc	250002137	050225BrazosJPD	300.00
				250002204	0502251BrazosJPD	300.00
01000-31000220-65540000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	88.00
01000-31000330-65540000-00000-0000-000000	General Fund-Academy \- Community Based-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	65.00
01000-35500100-60500000-00000-0000-000000	General Fund-Emergency Management \- Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	11497	South*****ehouse	250003183	INV00837739	20.71
					INV00838632	1,186.50
01000-35500100-61740000-00000-0000-000000	General Fund-Emergency Management \- Administration-Telephone-No Value-No Value-No Value	97251	Texas*****	250000393	092893	111.75
01000-36000100-61801000-00000-0000-000000	General Fund-Exposition Center \- Administration-Travel-No Value-No Value-No Value	Employee	Jaime*****		TRVL000311749508	17.85
					TRVL000311749518	24.99
01000-36000100-65320000-00000-0000-000000	General Fund-Exposition Center \- Administration-Equipment Maintenance-No	97037	WRI O*****	250002491	131245	159.09

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
	Value-No Value-No Value					
01000-36000100-65540000-00000-0000-000000	General Fund-Exposition Center \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	25.00
		95591	Texas*****ons Inc	250001007	INV961185	20.00
01000-36000100-71701000-00000-0000-000000	General Fund-Exposition Center \- Administration-Solid Waste \- Hauling-No Value-No Value-No Value	95577	Brazo*****aste Management Agency Inc	250001509	24875A	699.59
				250003459	24875B	487.21
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	04413	41.56
01000-36500100-65540000-00000-0000-000000	General Fund-Brazos Center \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	28.00
01000-37000100-60500000-00000-0000-000000	General Fund-County Agriculture Extension \- Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	96898	Texas*****tension Service	250003307	15962	696.75
01000-37000100-60600000-00000-0000-000000	General Fund-County Agriculture Extension \- Administration-Office Supplies-No Value-No Value-No Value	9728	Wilto*****Ltd	250003280	374049	321.04
01000-37000100-61110000-00000-0000-000000	General Fund-County Agriculture Extension \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	Employee	Ashle*****		TRVL000311759039	165.00
01000-37000100-65540000-00000-0000-000000	General Fund-County Agriculture Extension \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	18.00
01000-50000100-61801000-00000-0000-000000	General Fund-County Records Management \- Administration-Travel-No Value-No Value-No Value	95956	Diner*****	250003429	92512069	893.64
		Employee	Desmo*****		TRVL000311747022	1,193.56
			Jasmi*****a		TRVL000311197487	199.20
					TRVL000311197740	330.80
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	INV961185	7.00
01000-50000100-71025000-00000-0000-000000	General Fund-County Records Management \- Administration-Contract Services-No Value-No Value-No Value	97068	Iron *****	250000674	KJCV370	299.45
01000-56001000-60600000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Office Supplies-No Value-No Value-No Value	9728	Wilto*****Ltd	250003349	374097	90.63
01000-56001000-61880000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Utilities Expenditure-No Value-No Value-No Value	97206	Optim*****	250000163	07707-108661-01-4-04302025	162.22
01000-56001000-65540000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	25.00
01000-56001000-65670000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Road and Bridge \- Maintenance\-General-No Value-No Value-No Value	5493	Vulca*****any	250002977	3286101	39,811.39
		96264	Brazo*****	250002234	0425-103	1,828.45
01000-56001000-65690000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Bridge Maintenance-No Value-No Value-No Value	101555	Goodw*****	250001295	4371	2,400.00
				250001298	4377	3,000.00
				250001299	4378	3,000.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-56001000-65690000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Bridge Maintenance-No Value-No Value-No Value	101555	Goodw*****	250001300	4383	3,000.00
				250001301	4379	2,000.00
				250001303	4381	3,000.00
				250001304	4382	3,000.00
01000-56001000-65700000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Road Signs-No Value-No Value	8236	Vulca*****	250002859	R59046	9,330.00
01000-56001000-71500000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Rental \- Equipment-No Value-No Value-No Value	102308	Madol*****al & Sales Inc	250000140	526961	525.00
01000-56001000-71512000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Rental \- Uniforms-No Value-No Value-No Value	19837	Unifi*****	250000135	2960131034	181.62
01000-56001000-72320000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Engineering Consulting-No Value-No Value-No Value	101555	Goodw*****	250001195	4369	5,700.00
				250001197	4370	712.00
01000-56001000-72590000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Professional Fees \- Other-No Value-No Value-No Value	100242	Innov*****tion Solutions Inc	250000425	0425-7	15,000.00
01000-56001000-80715000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Roads \- Capital-No Value-No Value-No Value	101554	Dudle*****C	250003068	6100	4,250.00
		101555	Goodw*****	250001643	4373	35,940.00
01000-56002000-65320000-00000-0000-000000	General Fund-Fleet Shop \- Heavy Equipment-Equipment Maintenance-No Value-No Value-No Value	102949	Holt ***** Texas LLC	250003140	X303049082:01	62.24
		11682	Napa *****	250003127	391599	(797.85)
					392756	572.85
					393145	364.58
		73	Musta*****	250002765	PART6925299	53.34
					PART6925300	578.04
					PART6925301	39.64
					PART6927896	349.98
		90180	Perfo*****	250002201	S0052441811	335.62
					S0052442091	(166.54)
				250003476	S0052441941	154.62
		96270	Asco *****	250003318	PSO592138-1	328.79
		97038	Diamo*****	250003426	283698	2,231.76
		97529	Lones*****- Bryan	250000898	X220227116:01	164.10
					X220227119:01	26.60
01000-56002000-65500000-00000-0000-000000	General Fund-Fleet Shop \- Heavy Equipment-Oil & Lubricants-No Value-No Value	97230	Petro*****	250003356	51890005	509.01
					51890006	357.39
				250003396	51890007	529.75
					51890013	845.60
01000-56002000-65720000-00000-0000-000000	General Fund-Fleet Shop \- Heavy Equipment-Shop Supplies-No Value-No Value	11682	Napa *****	250002511	393273	30.06
		11807	Grain*****	250003319	948485376	29.47
01000-56002000-65950000-00000-0000-000000	General Fund-Fleet Shop \- Heavy Equipment-Vehicle Maintenance-No Value-No Value-No Value	11682	Napa *****	250002334	391834	79.20
					392580	15.00
					393268	23.40
01000-56002000-71512000-00000-0000-000000	General Fund-Fleet Shop \- Heavy	19837	Unifi*****	250002596	2960131948	29.23

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
	Equipment-Rental \- Uniforms-No Value-No Value-No Value					
01000-56005000-61880000-00000-0000-000000	General Fund-Environmental Protection-Utilities Expenditure-No Value-No Value-No Value	1038	Wicks***** Utility District	250000334	102464 0425	0.80
		20	Bryan*****	250000336	2368566 0425	106.90
				250000342	2069196 0425	42.16
		4582	Wellb*****ity District	250000335	202-1420-00 0425	38.58
01000-56005000-71500000-00000-0000-000000	General Fund-Environmental Protection-Rental \- Equipment-No Value-No Value-No Value	102308	Madol*****al & Sales Inc	250000140	526961	450.00
01000-56005000-71701000-00000-0000-000000	General Fund-Environmental Protection-Solid Waste \- Hauling-No Value-No Value-No Value	95577	Brazo*****aste Management Agency Inc	250000357	24799	2,909.40
13000-00000000-30999000-00000-0000-000000	Unclaimed Property Fund-No Value-Unclaimed Funds-No Value-No Value-No Value	103253	Sause*****fund		kdc10.27.21-1-Sauseda	221.81
15000-52000100-61620000-00000-0000-000000	Law Library Fund-Law Library Fund \- Administration-Subscriptions & Publications-No Value-No Value-No Value	16290	Lexis*****	250000551	3095752585	1,517.00
				250000765	3095752587*	751.00
				250000767	3095611155	1,020.00
					3095726554	1,020.00
30000-140010-80205000-00000-0000-000000	Brazos County Grant Fund-Cybersecurity - Computer \- Network Costs-No Value-No Value-No Value	103167	Free***** Inc	250002949	13220	144,206.72
30000-272300-60500000-00000-0000-000000	Brazos County Grant Fund-Texas Indigent Defense Commission Grant\ - 212\ -25\ -C03- Equipment & I.T. Enhancement-No Value-No Value-No Value	11497	South*****ehouse	250003080	00838412	1,186.50
30000-272300-61110000-00000-0000-000000	Brazos County Grant Fund-Texas Indigent Defense Commission Grant\ - 212\ -25\ -C03- Conference & Seminar Fees-No Value-No Value-No Value	16689	State*****	250003388	2185	645.00
30000-272300-61620000-00000-0000-000000	Brazos County Grant Fund-Texas Indigent Defense Commission Grant\ - 212\ -25\ -C03- Subscriptions & Publications-No Value-No Value-No Value	16290	Lexis*****	250003410	3095774944	580.00
30000-272300-61801000-00000-0000-000000	Brazos County Grant Fund-Texas Indigent Defense Commission Grant\ - 212\ -25\ -C03- Travel-No Value-No Value-No Value	Employee	Keith*****itchie		TRVL000310152485	1,470.31
30000-272300-65540000-00000-0000-000000	Brazos County Grant Fund-Texas Indigent Defense Commission Grant\ - 212\ -25\ -C03- Copier/Printer/Fax Maintenance-No Value-No Value-No Value	95591	Texas*****ons Inc	250001007	INV961185	12.00
30000-283700-60500000-00000-0000-000000	Brazos County Grant Fund-BV Human Trafficking Task Force Development-Equipment & I.T. Enhancement-No Value-No Value-No Value	94874	GovCo*****	250003072	76390345	86.75
30000-283700-61801000-00000-0000-000000	Brazos County Grant Fund-BV Human Trafficking Task Force Development-Travel-No Value-No Value-No Value	95956	Diner*****	250003372	64198	438.91
					64199	438.91
					64200	438.91
					64203	256.46
					64206	256.46
30000-424100-65540000-00000-0000-000000	Brazos County Grant Fund-Metropolitan	9038	Xerox*****ons Southwest	250001160	IN5634988	10.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
	Planning \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value					
32000-281002-60500000-00000-0000-000000	SB 22 2023 Rural Law Enforcement Salary Assistance Program-Sheriff's Office - Rural Law Enforcement Grant Program-Equipment & I.T. Enhancement-No Value-No Value-No Value	100158	Dana *****c	250001760	955187	26,041.29
34000-19200100-60350000-00000-0000-000000	District Attorney Crime Fund-District Attorney Crime Fund \- Administration-Food and Food Supplements-No Value-No Value-No Value	97440	Rosa *****a Factory Ltd	250003466	41	330.91
34000-19200100-61680000-00000-0000-000000	District Attorney Crime Fund-District Attorney Crime Fund \- Administration-Training-No Value-No Value-No Value	90723	Dalla*****cacy Center	250003422	107	2,000.00
34000-19200100-61801000-00000-0000-000000	District Attorney Crime Fund-District Attorney Crime Fund \- Administration-Travel-No Value-No Value-No Value	90723	Dalla*****cacy Center	250003422	107	1,157.62
45000-00000000-30302000-00000-0000-000000	Capital Improvement Fund-No Value-Contract Pay \- Retainages-No Value-No Value-No Value	96328	REC I*****	250001114	Pay App #7	(6,050.63)
		96753	Norma*****ervices LLC	250000935	Pay App #8	(6,102.22)
45000-63110001-80100000-00000-0000-000000	Capital Improvement Fund-Commissioners' Court \- Capital-Buildings-No Value-No Value-No Value	94447	West ***** & Gentry Inc	250001719	186393	2,768.50
45000-63110001-80440000-00000-0000-000000	Capital Improvement Fund-Commissioners' Court \- Capital-Land-No Value-No Value-No Value	94447	West ***** & Gentry Inc	250001719	186393	1,186.50
50000-64005000-71025000-00000-0000-000000	Health and Life Insurance Fund-Group Insurance \- Administration-Contract Services-No Value-No Value-No Value	16479	David*****ing LLC		108151	150.00
50000-64005000-71111000-00000-0000-000000	Health and Life Insurance Fund-Group Insurance \- Administration-Prescription Claims \- County-No Value-No Value-No Value	6313	Texas*****Counties		2177252025043001	337,724.69
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		2177252025050200	251,795.36
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		2177252025050200	11,134.24
50000-64005000-72590000-00000-0000-000000	Health and Life Insurance Fund-Group Insurance \- Administration-Professional Fees \- Other-No Value-No Value-No Value	95970	USI S*****	250000390	5507352	10,000.00
50000-64005100-61880000-00000-0000-000000	Health and Life Insurance Fund-Health & Wellness Clinic-Utilities Expenditure-No Value-No Value-No Value	20	Bryan*****	250000597	2015357 0425	369.23
50000-64005100-65540000-00000-0000-000000	Health and Life Insurance Fund-Health & Wellness Clinic-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5634988	48.00
50000-64005100-72540000-00000-0000-000000	Health and Life Insurance Fund-Health & Wellness Clinic-Physician Services-No Value-No Value-No Value	97282	Doc H*****	250001138	JR202504	24,996.46
55000-28006000-65540000-00000-0000-000000	Jail Commissary Fund-Jail Commissary-Copier/Printer/Fax Maintenance-No Value-	95591	Texas*****ons Inc	250001007	INV961185	12.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
	No Value-No Value					
60000-00000000-31050000-00000-0000-000000	Payroll Agency Fund-No Value-Flex Benefit Administrative Fee-No Value-No Value-No Value	16479	David*****ing LLC		108151	1,190.50
60000-00000000-31070000-00000-0000-000000	Payroll Agency Fund-No Value-Unemployment Tax Payable-No Value-No Value-No Value	465	Texas*****ssion		QE 03.31.25	11,589.78
60000-00000000-31080000-00000-0000-000000	Payroll Agency Fund-No Value-Basic Life Administrative Fee Payable-No Value-No Value-No Value	61875	Linco***** Insurance Company, The		1725512-042025	8,348.26
60000-00000000-31120000-00000-0000-000000	Payroll Agency Fund-No Value-Deferred Compensation \- Nationwide-No Value-No Value-No Value	3382	Natio***** Solutions		05.02.25	8,010.18
60000-00000000-31125000-00000-0000-000000	Payroll Agency Fund-No Value-Deferred Compensation \- Secur Benefit-No Value-No Value-No Value	6165	Secur***** Insurance Co		05.02.25	1,175.00
60000-00000000-31128000-00000-0000-000000	Payroll Agency Fund-No Value-Deferred Compensation \- VALIC-No Value-No Value-No Value	10789	Varia***** Insurance Co Inc		05.02.25	3,786.35
60000-00000000-31150000-00000-0000-000000	Payroll Agency Fund-No Value-County Property Tax Payable-No Value-No Value-No Value	21268	Brazo*****		05.02.25-GH	100.00
60000-00000000-31210000-00000-0000-000000	Payroll Agency Fund-No Value-Withholding \- Lincoln Financial Ins-No Value-No Value-No Value	61875	Linco***** Insurance Company, The		1725512-042025	12,970.72
60000-00000000-31228000-00000-0000-000000	Payroll Agency Fund-No Value-Withholding \- Hartford\AD&D-No Value-No Value-No Value	6874	Hartf***** , The		2348498	1,411.13
60000-00000000-31232000-00000-0000-000000	Payroll Agency Fund-No Value-Withholding \- Hartford\LTD-No Value-No Value-No Value	6874	Hartf***** , The		676715701192	5,239.99
60000-00000000-31236000-00000-0000-000000	Payroll Agency Fund-No Value-Withholding \- Conesco\Cancer Ins-No Value-No Value-No Value	3436	WILCA***** Company		O2529730	12.90
60000-00000000-31237000-00000-0000-000000	Payroll Agency Fund-No Value-Withholding \- Colonial Insurance-No Value-No Value-No Value	10372	Colon*****ent Insurance Company		74123980401511	1,986.70
60000-00000000-31240000-00000-0000-000000	Payroll Agency Fund-No Value-Withholding \- AFLAC Insurance-No Value-No Value-No Value	3428	Ameri*****Insurance		369446-April	5,441.60
60000-00000000-31241000-00000-0000-000000	Payroll Agency Fund-No Value-Withholding \- Vision Insurance-No Value-No Value-No Value	93592	Spect*****		20250317000045	8,931.75
60000-00000000-31244000-00000-0000-000000	Payroll Agency Fund-No Value-Withholding \- Levy\Bankruptcy-No Value-No Value-No Value	94674	Peake*****		05.02.25-GM	618.47
60000-00000000-31600000-00000-0000-000000	Payroll Agency Fund-No Value-Withholding \- United Way-No Value-No Value-No Value	3395	Unite*****zos Valley		05.02.25	29.77
91000-53000100-61880000-00000-0000-000000	Health \- County Health District-Health Department \- Administration-Utilities Expenditure-No Value-No Value-No Value	97206	Optim*****	250000395	07707-107366-01-1 050525-060425	249.48
91000-53000100-65540000-00000-0000-000000	Health \- County Health District-Health Department \- Administration-	9038	Xerox*****ons Southwest	250001160	IN5634988	145.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
	Copier/Printer/Fax Maintenance-No Value-No Value-No Value					
91000-53001000-60500000-00000-0000-000000	Health \- County Health District-Environmental Services Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	9794	CDW G*****	250003342	AD9C74S	466.20
91000-53001000-60620000-00000-0000-000000	Health \- County Health District-Environmental Services Administration-Postage & Shipping-No Value-No Value-No Value	95832	UPS S*****	250002301	16055	18.76
91000-53001000-61801000-00000-0000-000000	Health \- County Health District-Environmental Services Administration-Travel-No Value-No Value-No Value	Employee	Kathe*****on		TRVL000309189921	181.42
91000-53002100-61500000-00000-0000-000000	Health \- County Health District-C4 Clinic-Printing-No Value-No Value-No Value	1229	Alpha*****	250003377	69377	60.00
91000-53003000-60380000-00000-0000-000000	Health \- County Health District-Lab Administration-Health Supplies-No Value-No Value-No Value	95956	Diner*****	250003451	CM02473839	(10.57)
					IN02462290	127.96
		96434	Bioly*****es Inc	250003362	057403	461.94
91000-53003000-71025000-00000-0000-000000	Health \- County Health District-Lab Administration-Contract Services-No Value-No Value-No Value	96352	Biome*****tions LLC	250000536	332031	368.00
91000-53003000-72540000-00000-0000-000000	Health \- County Health District-Lab Administration-Physician Services-No Value-No Value-No Value	96741	Brazo*****gy	250000960	2025-1709	600.00
91000-531000-61500000-00000-0000-000000	Health \- County Health District-Immunization-Printing-No Value-No Value-No Value	1229	Alpha*****	250003376	69376	60.00
91000-536300-72540000-00000-0000-000000	Health \- County Health District-Public Health Infrastructure-Physician Services-No Value-No Value-No Value	102440	Elizo*****	250003093	9368-050225	4,000.00
97000-551100-69302000-00000-0000-000000	CSCD \- Community Supervision-Basic Supervision-Conference & Seminar Fees\-CSCD-No Value-No Value-No Value	97572	Every*****me Inc	250002840	EVET-042025-0584	50.00
				250003444	EVET-022025-0220	80.00
97000-551100-69304000-00000-0000-000000	CSCD \- Community Supervision-Basic Supervision-Licenses & Memberships-No Value-No Value-No Value	Employee	Mary *****		TRVL000311060431	128.00
97000-551100-69308000-00000-0000-000000	CSCD \- Community Supervision-Basic Supervision-Professional Fees \- Other\-CSCD-No Value-No Value-No Value	19886	Lexis*****ions	240004831	1100135830	50.00
Grand Total						2,192,622.51



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office

NUMBER:

DATE OF COURT MEETING: 5/13/2025

ITEM: Acknowledgement of the FY 2024-2025 Budget to Actuals by Fund as of May 7, 2025.
Acknowledgement of the FY 2024-2025 Contingency Budget to Actuals by Fund as of May 7, 2025.

TO: Commissioners Court

FROM: Nina Payne

DATE: 05/07/2025

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 5/7/25	Backup Material
FY_25_Contingency_Budget_to_Actuals_Fund.pdf	FY 2024-2025 Contingency Budget to Actuals by Fund as of 5/7/25	Backup Material

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

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	117,751,916	84%
Charges for Services	14,373,002	13,985,011	13,624,275	6,585,309	48%
Interest Income	8,311,341	12,656,049	10,275,000	5,782,197	56%
Other Revenue	1,265,902	2,820,246	1,086,700	881,667	81%
Reserves	-	0	101,741,160	-	-
Intergovernmental	8,218,468	968,398	857,002	507,563	59%
Other Financing Sources	215,777	190,452	210,000	110,207	52%
Total Revenue	\$151,992,753	\$161,787,279	\$267,646,766	\$131,618,859	49%

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	57,114,903	65,886,023	35,882,914	54%
Outside Labor Costs	104,348	177,763	163,000	108,225	66%
Benefits	27,183,091	31,575,201	37,844,757	20,467,198	54%
Supplies and Other Charges	9,058,121	9,412,807	12,861,535	6,248,499	49%
Contingency	-	-	7,173,793	-	-
Repairs and Maintenance	4,532,190	9,794,592	21,788,638	4,048,429	19%
Contractual Services	9,372,616	8,872,895	10,745,147	6,370,329	59%
Professional Services	6,379,393	7,516,511	14,152,695	3,684,361	26%
Community Contracts	4,716,979	5,616,842	7,570,308	4,043,286	53%
Capital Outlay	7,260,102	7,220,517	12,168,102	1,663,611	14%
Other Financing Uses	20,917,731	478,638	77,292,768	15,843,920	20%
Total Expense	\$139,010,628	\$137,780,669	\$267,646,766	\$98,360,772	37%

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

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	Percent Received
Taxes	3,689,821	4,087,515	3,780,000	2,028,150	54%
Interest Income	119,177	318,887	250,000	199,988	80%
Other Revenue	1,500	2,750	-	-	-
Reserves	-	-	2,340,838	-	-
Other Financing Sources	246,080	46,707	-	-	-
Total Revenue	\$4,056,579	\$4,455,859	\$6,370,838	\$2,228,138	35%

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	61,993	36%
Benefits	41,481	36,337	76,620	28,049	37%
Supplies and Other Charges	30,866	32,748	139,175	55,896	40%
Contingency	-	-	548,989	-	-
Repairs and Maintenance	-	-	2,502,500	-	-
Contractual Services	347,894	175,950	187,690	110,490	59%
Professional Services	24,960	5,300	5,500	5,300	96%
Community Contracts	1,370,205	1,110,866	1,050,000	340,567	32%
Capital Outlay	554,303	563,572	440,000	52,480	12%
Other Financing Uses	-	1,250,000	1,250,000	-	-
Total Expense	\$2,454,451	\$3,249,791	\$6,370,838	\$654,776	10%

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

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	4,442	40%
Reserves	-	-	244,000	-	-
Intergovernmental	30,347	29,508	29,000	29,502	102%
Total Revenue	\$35,403	\$43,271	\$284,000	\$33,945	12%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Repairs and Maintenance	-	-	284,000	165,000	58%
Total Expense	-	-	\$284,000	\$165,000	58%

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

Fund: 13000 Unclaimed Property Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	9,140	23,062	15,000	13,866	92%
Reserves	-	-	94,000	-	-
Total Revenue	\$9,140	\$23,062	\$109,000	\$13,866	13%

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
(Unaudited)

Fund: 15000 Law Library 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	164,116	105,074	95,000	61,687	65%
Interest Income	1,942	8,101	5,000	5,089	102%
Reserves	-	-	167,500	-	-
Total Revenue	\$166,057	\$113,175	\$267,500	\$66,776	25%

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	22,466	8%
Total Expense	\$62,593	\$65,385	\$267,500	\$22,466	8%

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

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	32,809,747	86%
Interest Income	433,637	1,392,213	1,000,000	658,992	66%
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	\$33,787,015	54%

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	17,123,780	27%
Other Financing Uses	20,000	20,000	20,000	20,000	100%
Total Expense	\$26,198,989	\$37,377,270	\$62,480,000	\$17,143,780	27%

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

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	Percent Received
Reserves	-	-	82,738	-	-
Intergovernmental	14,872	37,584	36,900	42,779	116%
Total Revenue	\$14,872	\$37,584	\$119,638	\$42,779	36%

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	1,684	1%
Total Expense	\$12,741	\$25,911	\$119,638	\$1,684	1%

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

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	Percent Received
Charges for Services	623	410	400	0	0%
Interest Income	15,192	36,545	30,000	19,114	64%
Reserves	-	-	699,000	-	-
Total Revenue	\$15,815	\$36,955	\$729,400	\$19,114	3%

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
(Unaudited)

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	Percent Received
Charges for Services	364,311	305,258	300,000	151,700	51%
Interest Income	31,036	69,629	60,000	35,941	60%
Reserves	-	-	1,268,000	-	-
Total Revenue	\$395,347	\$374,888	\$1,628,000	\$187,641	12%

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	77,100	58%
Benefits	56,889	62,648	84,743	39,945	47%
Supplies and Other Charges	725	17,345	8,500	2,718	32%
Contingency	-	-	1,074,884	-	-
Repairs and Maintenance	-	-	500	-	-
Contractual Services	327,291	133,123	325,340	30,544	9%
Capital Outlay	-	22,822	-	-	-
Total Expense	\$488,964	\$360,313	\$1,628,000	\$150,307	9%

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

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	Percent Received
Charges for Services	290,550	280,855	275,000	140,240	51%
Interest Income	30,786	74,394	66,000	42,458	64%
Reserves	-	-	1,440,000	-	-
Total Revenue	\$321,336	\$355,249	\$1,781,000	\$182,698	10%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Contingency	-	-	1,206,000	-	-
Contractual Services	253,734	220,953	575,000	358	0%
Total Expense	\$253,734	\$220,953	\$1,781,000	\$358	0%

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

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	51,808	57%
Interest Income	5,325	6,601	-	4,931	-
Reserves	-	-	161,000	-	-
Other Financing Sources	294,951	-	-	-	-
Total Revenue	\$415,322	\$95,606	\$251,800	\$56,739	23%

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	678	27%
Contingency	-	-	168,131	-	-
Repairs and Maintenance	13,633	4,633	20,000	1,243	6%
Contractual Services	-	-	50,000	450	1%
Community Contracts	1,011	1,062	1,159	902	78%
Capital Outlay	-	6,263	10,000	-	-
Total Expense	\$549,334	\$14,895	\$251,800	\$3,272	1%

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

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	Percent Received
Charges for Services	33,424	35,820	34,800	16,853	48%
Interest Income	4,523	12,673	11,000	7,274	66%
Reserves	-	-	256,000	-	-
Total Revenue	\$37,947	\$48,492	\$301,800	\$24,127	8%

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
(Unaudited)

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	Percent Received
Charges for Services	84,461	126,480	120,000	83,676	70%
Interest Income	5,326	14,174	12,000	8,725	73%
Reserves	-	-	297,000	-	-
Total Revenue	\$89,788	\$140,653	\$429,000	\$92,401	22%

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	36,133	47%
Benefits	1,553	4,718	19,304	8,955	46%
Contractual Services	149,231	-	312,396	-	-
Professional Services	-	-	20,000	-	-
Total Expense	\$170,763	\$64,914	\$429,000	\$45,089	11%

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

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	Percent Received
Charges for Services	595	320	200	45	23%
Interest Income	131	75	65	44	68%
Reserves	-	-	1,500	-	-
Total Revenue	\$726	\$395	\$1,765	\$89	5%

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
(Unaudited)

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	Percent Received
Charges for Services	28,209	30,068	29,200	14,166	49%
Interest Income	4,324	10,515	10,000	2,128	21%
Reserves	-	-	82,000	-	-
Total Revenue	\$32,534	\$40,584	\$121,200	\$16,294	13%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	10,166	13,388	17,800	216	1%
Contingency	-	-	97,200	-	-
Contractual Services	889	-	6,200	-	-
Capital Outlay	-	148,938	-	-	-
Total Expense	\$11,055	\$162,326	\$121,200	\$216	0%

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

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	Percent Received
Charges for Services	10,059	8,304	8,400	4,038	48%
Interest Income	2,647	6,831	6,000	3,724	62%
Reserves	-	-	134,000	-	-
Total Revenue	\$12,706	\$15,135	\$148,400	\$7,762	5%

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
(Unaudited)

Fund: 25000 Forfeiture 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	5,329	304	-	43,175	-
Interest Income	918	1,965	-	1,932	-
Reserves	-	-	37,827	-	-
Total Revenue	\$6,247	\$2,269	\$37,827	\$45,108	119%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	2,563	235	17,636	3,878	22%
Contingency	-	-	20,191	-	-
Capital Outlay	5,133	-	-	-	-
Total Expense	\$7,696	\$235	\$37,827	\$3,878	10%

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

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	147	147%
Other Revenue	150	75	150	75	50%
Reserves	-	-	5,300	-	-
Total Revenue	\$263	\$352	\$5,550	\$222	4%

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
(Unaudited)

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	Percent Received
Interest Income	2,428	5,975	5,000	3,129	63%
Other Revenue	2,500	2,500	2,500	500	20%
Reserves	-	-	114,000	-	-
Total Revenue	\$4,928	\$8,475	\$121,500	\$3,629	3%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	321	-	4,001	-	-
Benefits	113	-	1,011	-	-
Supplies and Other Charges	-	419	6,660	665	10%
Contingency	-	-	109,828	-	-
Total Expense	\$433	\$419	\$121,500	\$665	1%

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

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
(Unaudited)

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	Percent Received
Taxes	8,389	2,465	2,500	2,335	93%
Interest Income	23,620	53,643	48,000	32,313	67%
Reserves	-	-	378,266	-	-
Total Revenue	\$32,009	\$56,108	\$428,766	\$34,648	8%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	-	-	11,100	-	-
Benefits	-	-	2,805	-	-
Supplies and Other Charges	5,117	2,196	26,750	1,604	6%
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	\$1,604	0%

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

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	2,859,630	67%
Other Financing Sources	336,489	478,638	1,148,482	-	-
Total Revenue	\$2,940,325	\$4,810,663	\$5,409,721	\$2,859,630	53%

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	1,849,276	54%
Benefits	813,685	1,211,302	1,461,116	790,754	54%
Supplies and Other Charges	106,792	176,139	115,324	86,274	75%
Contingency	-	-	303,192	-	-
Repairs and Maintenance	5,186	3,637	4,900	1,034	21%
Contractual Services	116,713	403,012	110,055	147,978	134%
Professional Services	-	2,500	2,500	4,550	182%
Capital Outlay	158,206	377,396	18,000	71,308	396%
Total Expense	\$2,949,047	\$4,968,314	\$5,409,721	\$2,951,173	55%

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

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	Percent Received
Intergovernmental	7,495,180	1,509,822	20,884,000	-	-
Other Financing Sources	-	-	15,784,000	15,610,777	99%
Total Revenue	\$7,495,180	\$1,509,822	\$36,668,000	\$15,610,777	43%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Expenditures Budgeted in Excess of Actual	7,299,824	(478,903)	-	-	-
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	4,129,701	12%
Total Expense	\$7,495,180	\$1,509,822	\$36,668,000	\$4,129,701	11%

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

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	-	22,969	-	25,631	-
Intergovernmental	-	1,026,255	1,050,000	1,050,000	100%
Total Revenue	-	\$1,049,224	\$1,050,000	\$1,075,631	102%

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	246,263	56%
Benefits	-	110,487	110,880	60,594	55%
Supplies and Other Charges	-	105,586	67,000	33,819	50%
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	\$340,676	32%

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

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	Percent Received
Interest Income	1,599	4,597	4,300	2,078	48%
Other Revenue	8,000	60	-	-	-
Reserves	-	-	116,311	-	-
Total Revenue	\$9,599	\$4,657	\$120,611	\$2,078	2%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	4,796	3,237	63,100	1,397	2%
Contingency	-	-	23,511	-	-
Repairs and Maintenance	1,369	-	4,000	-	-
Capital Outlay	7,608	-	30,000	-	-
Total Expense	\$13,773	\$3,237	\$120,611	\$1,397	1%

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

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	Percent Received
Charges for Services	32,611	11,242	20,000	36,351	182%
Interest Income	5,816	12,302	11,000	5,256	48%
Reserves	-	-	215,900	-	-
Total Revenue	\$38,427	\$23,544	\$246,900	\$41,607	17%

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	47,094	56%
Benefits	9,588	10,539	39,520	23,101	58%
Supplies and Other Charges	11,007	18,986	20,649	17,835	86%
Contingency	-	-	82,219	-	-
Contractual Services	360	360	20,000	270	1%
Other Financing Uses	-	9,000	-	-	-
Total Expense	\$41,339	\$65,990	\$246,900	\$88,299	36%

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

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	Percent Received
Charges for Services	70,904	14,088	25,000	11,368	45%
Interest Income	1,264	3,591	2,500	1,320	53%
Reserves	-	-	64,000	-	-
Total Revenue	\$72,167	\$17,679	\$91,500	\$12,688	14%

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	5,049	43%
Contingency	-	-	53,800	-	-
Repairs and Maintenance	-	5,620	10,000	-	-
Contractual Services	13,414	14,166	16,000	27,026	169%
Total Expense	\$18,893	\$26,949	\$91,500	\$32,075	35%

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

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	Percent Received
Charges for Services	402,125	5,334	5,000	-	-
Interest Income	5,259	27,592	0	14,070	-
Reserves	-	-	104,000	-	-
Total Revenue	\$407,384	\$32,926	\$109,000	\$14,070	13%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	-	174	4,735	-	-
Professional Services	-	-	104,265	6,500	6%
Total Expense	-	\$174	\$109,000	\$6,500	6%

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

Fund: 93000 Regional Mobility Authority

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	494	497	500	1,017	203%
Other Revenue	-	30,000	10,000	10,000	100%
Reserves	-	-	37,436	-	-
Total Revenue	\$494	\$30,497	\$47,936	\$11,017	23%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
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	3,744	50%
Total Expense	\$23,527	\$7,500	\$47,936	\$3,744	8%

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

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	Percent Received
Taxes	9,799,037	11,772,533	10,607,305	10,545,033	99%
Interest Income	345,490	541,787	450,000	206,026	46%
Reserves	-	-	2,500,000	-	-
Other Financing Sources	-	1,250,000	1,250,000	-	-
Total Revenue	\$10,144,527	\$13,564,320	\$14,807,305	\$10,751,060	73%

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	1,775,930	12%
Total Expense	\$9,028,173	\$11,864,575	\$14,807,305	\$1,775,930	12%

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

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	Percent Received
Interest Income	515,615	411,956	482,000	116,761	24%
Other Revenue	2,929	-	-	949	-
Reserves	-	-	5,600,000	-	-
Other Financing Sources	-	-	-	233,143	-
Total Revenue	\$518,544	\$411,956	\$6,082,000	\$350,853	6%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	54,447	0	-	480,657	-
Contingency	-	-	782,000	-	-
Contractual Services	2,656,302	2,398,009	-	-	-
Capital Outlay	1,891,648	632,060	5,300,000	1,742,181	33%
Total Expense	\$4,602,397	\$3,030,069	\$6,082,000	\$2,222,838	37%

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

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	Percent Received
Interest Income	212,288	1,070,010	1,040,000	346,647	33%
Reserves	-	-	16,298,000	-	-
Other Financing Sources	20,009,102	-	-	-	-
Total Revenue	\$20,221,390	\$1,070,010	\$17,338,000	\$346,647	2%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Contractual Services	-	5,741,125	17,338,000	2,623,443	15%
Debt Service	203,216	-	-	-	-
Total Expense	\$203,216	\$5,741,125	\$17,338,000	\$2,623,443	15%

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

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	Percent Received
Interest Income	109,492	500,363	263,000	159,649	61%
Reserves	-	-	5,788,000	-	-
Other Financing Sources	10,307,719	-	-	-	-
Total Revenue	\$10,417,211	\$500,363	\$6,051,000	\$159,649	3%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Capital Outlay	81,700	3,929,511	6,051,000	1,840,533	30%
Debt Service	102,830	-	-	-	-
Total Expense	\$184,530	\$3,929,511	\$6,051,000	\$1,840,533	30%

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

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	Percent Received
Interest Income	106,296	561,066	540,000	252,597	47%
Reserves	-	-	10,420,000	-	-
Other Financing Sources	10,165,860	-	50,040,000	-	-
Total Revenue	\$10,272,156	\$561,066	\$61,000,000	\$252,597	0%

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
(Unaudited)

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)	-	34,000
Reserves	-	0	18,090,000	-
Other Financing Sources	20,893,118	4,180,663	10,320,286	-
Total Revenue	\$20,995,474	\$4,143,163	\$28,410,286	\$34,000

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	9,905,434	26,465,286	3,548,903	13%
Total Expense	\$5,391,415	\$9,905,434	\$28,410,286	\$3,548,903	12%

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

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	27,567,563	23,136,458	15,042,407	65%
Reserves	-	-	10,500,000	-	-
Total Revenue	\$23,006,476	\$27,567,563	\$33,636,458	\$15,042,407	45%

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	148,673	24%
Benefits	133,569	106,496	255,837	77,704	30%
Supplies and Other Charges	53,669	58,937	124,895	40,317	32%
Contingency	-	-	5,524,827	-	-
Repairs and Maintenance	75	65	125	60	48%
Contractual Services	21,346,651	23,176,197	26,691,952	12,473,985	47%
Professional Services	379,176	372,198	425,200	208,620	49%
Total Expense	\$22,140,208	\$23,935,739	\$33,636,458	\$12,949,358	38%

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

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	(2,235,046.16)	4,858,694.84
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	(2,236,046.16)	4,937,746.84

* Can only be used for that program or division

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

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
(Unaudited)**

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
(Unaudited)**

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
(Unaudited)**

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	(2,200.00)	1,203,800.00
Total Count Clerk Archival Fund Contingency	1,206,000.00	(2,200.00)	1,203,800.00

* Can only be used for this fund

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

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
(Unaudited)**

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
(Unaudited)**

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
(Unaudited)**

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
(Unaudited)**

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
(Unaudited)**

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
(Unaudited)**

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	(79,783.76)	13,317.24
Metropolitan Planning - 424100	19,016.00	-	19,016.00
Total Grant Fund Contingency	303,192.00	(270,858.76)	32,333.24

* Can only be used for this fund and specific divisions

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

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
(Unaudited)**

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	(14,958.30)	67,260.70
Total District Attorney Crime Fund Contingency	82,219.00	(14,958.30)	67,260.70

* Can only be used for this fund

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

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	(35,400.00)	18,400.00
Total Primary Election Services Fund Contingency	53,800.00	(35,400.00)	18,400.00

* Can only be used for this fund

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

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
(Unaudited)**

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	(1,945,000.00)	-
Total General Permanent Improvement Fund Contingency	1,945,000.00	(1,945,000.00)	-

* Can only be used for this fund

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

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	(2,000.00)	5,502,827.00
Health and Wellness Clinic - 64005100	20,000.00	-	20,000.00
Total Health and Life Insurance Fund Contingency	5,524,827.00	(2,000.00)	5,522,827.00

* Can only be used for this fund

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

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
(Unaudited)**

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	(4,978.27)	59,021.73
Total County Attorney Operating Fund Contingency	64,000.00	(4,978.27)	59,021.73

* Can only be used for this fund